



***City of*
Whittlesea**

A G E N D A

OF ORDINARY COUNCIL MEETING

HELD ON

TUESDAY 4 JUNE 2019

AT 6.30PM

SUMMONS

You are advised that a Meeting of Council has been called by the Chief Executive Officer on Tuesday, 4 June 2019 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
ALAHNA DESIATO	SOUTH EAST WARD
NORM KELLY	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.

I as a non-aboriginal or Torres Strait Islander would ask that you may consider a conversation with our Aboriginal and Torres Strait peoples to educate and understand their depth of feeling around the treatment of our first nations peoples and events that have shaped their lives.

1.3 PRESENT

2. APOLOGIES

3. DECLARATIONS OF INTEREST

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of Council held 7 May 2019; and
Special Meeting of Council held 21 May 2019.

5. QUESTIONS, PETITIONS AND JOINT LETTERS

5.1 QUESTIONS TO COUNCILLORS

5.2 PETITIONS

5.2.1 PETITION – REQUESTING COUNCIL SUPPORT FOR THE CONTINUED FUNDING OF THE WHITTLESEA COUNTRY MUSIC FESTIVAL

Petition from 103 residents requesting Council support for the continued funding of the Whittlesea Country Music Festival.

MOTION

THAT Council resolve to receive the petition from 103 residents requesting Council support for the continued funding of the Whittlesea Country Music Festival and consider the petition in conjunction with the Council Report on the Declaration of Rates and Adoption of the 2019/20 Budget at the Special Council Meeting on Thursday 6 June 2019.

5.3 JOINT LETTERS

NIL REPORTS

6. OFFICERS' REPORTS**6.1 PARTNERSHIPS, PLANNING & ENGAGEMENT****6.1.1 1/59 MILLER STREET, EPPING - USE OF A CONVENIENCE RESTAURANT, A REDUCTION IN THE REQUIRED CAR PARKING RATE AND LIQUOR LICENSE*****Chief Executive Officer Explanatory Note***

At the 7 May 2019 Council Meeting, this Item lapsed for want of a mover. It is presented to Council at this meeting for consideration.

Attachments:	1 Locality Map ↓
Responsible Officer:	Director Partnerships, Planning & Engagement
Author:	Planning Officer
Attachments:	Locality Plan, Aerial Image
APPLICATION NUMBER:	718075
APPLICANT:	Androulla Charalambous
COUNCIL POLICY:	Nil
ZONING:	Activity Centre Zone
OVERLAY:	Development Contributions Plan Overlay
REFERRAL:	Transport Engineering
OBJECTIONS:	Six (6) Objections

RECOMMENDATION SUMMARY

It is recommended that Council refuse the application as the proposed use is inappropriately located and will impact on the amenity and car parking provision within the area.

KEY FACTS AND / OR ISSUES

- This application was presented to the 7 May 2019 Council meeting for a decision, however the item lapsed for want of a mover.
- The proposal seeks to use the premises as a Convenience Restaurant with a liquor license to serve alcohol for consumption on site and a reduction in the required car parking rate.
- The existing premises has four car parking spaces allocated in the shared car parking area and the use requires a total of 15 car parking spaces.
- The convenience restaurant proposes to seat 50 patrons. The previous use as a takeaway food premises did not provide seating on site.

- The premise is one of 16 within the original warehouse development, with the proposed parking to be shared with the existing car parking spaces located along the shared central accessway.

REPORT**SITE AND SURROUNDING AREA**

The subject site is located on the west side of Miller Street, approximately 460m from Cooper Street, Epping (*Attachment 1*).

The subject site comprises Warehouse Unit 1 at 59-61 Miller Street, Epping. Unit 1 occupies 197m² of the 1935m² industrial site. Planning Permit No. 709568 was issued on 20 April 2006 and amended on 31 October 2006 for the construction of sixteen (16) warehouses on the site. The development included the provision of 44 car parking spaces on site.

Planning Permit 710200 was issued on 20 July 2007 for unit 1, for the Use of part of the land for a takeaway food premises, including a reduction in the required car parking rate.

The surrounding area is generally characterised by industrial development, with a transport depot directly to the south of the site, and various industrial development in the immediate locality.

Based on the information provided by the applicant, objectors, and from observations during site visits, it appears the proposed convenience restaurant use has commenced on site without prior planning permission.

BACKGROUND

The item was presented to the 7 May 2019 Council meeting for a decision, however the motion lapsed for want of a mover.

RESTRICTIONS AND EASEMENTS

The site is legally described as Lot 1 PS 548969R and is not affected by any restrictive covenants or Section 173 agreements.

PROPOSAL

It is proposed to use the subject premises as a Convenience Restaurant, with Liquor Licence and a reduction in the required rate of car parking.

The application seeks to increase the number of seats provided on site, from 0 to 50. The convenience restaurant would serve liquor for consumption on site. Deliveries to the site would be to the goods delivery area and storage room abutting the shared body corporate car park. A total of 6 staff would work within the convenience restaurant.

The hours of operation proposed are as follows:

Monday:	Closed
Tuesday – Wednesday:	11am – 8pm
Thursday – Saturday:	11am – 10pm
Sunday:	11am – 8pm

PUBLIC NOTIFICATION

Advertising of the application has resulted in 6 objections being received. The grounds of objection primarily relate to amenity, and traffic and parking concerns.

Planning applications are regularly exempt from advertising within the Epping Activity Centre Zone, however notice of the current application was required as there is no exemption for the proposed liquor licence component of the proposal.

PLANNING ASSESSMENT

State Planning Policy Framework

Clause 11.03-1S Activity Centres

The objective of this clause is to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community. The use of land must support the role and function of each centre in the context of its classification. Whilst the proposal generally fits within this scope, the site is not considered appropriate for this use.

Clause 18.02-5 Car parking

The objective of this clause is to ensure an adequate supply of car parking that is appropriately designed and located. The proposed use does not provide the required number of car parking spaces and will require a car parking reduction, which is likely to detrimentally impact on the other tenancies within this development as well as the street network. The proposal therefore is not considered to meet the objective of this clause.

Local Planning Policy Framework

Clause 21.10 Economic Development

The subject site is located within the Epping Commercial/employment area, where the preference is to create additional jobs and a greater diversity in employment sectors. Whilst the proposal would ultimately provide some jobs, the site is not considered appropriate for this use as a consequence of amenity impacts to the overall development as well as to the immediate context.

Zoning and Overlay Provisions

Clause 37.08 Activity Centre Zone

The subject site is located in Precinct 8 of the Activity Centre Zone, within the Epping Central Metropolitan Activity Centre. Precinct 8 is a high change employment precinct with significantly increased employment densities, and encourages the development of industrial uses. The use of land as a Convenience Restaurant (Food & Drinks Premises) is a Section 1 – Permit Not Required use if the following condition is met:

Must be in Precincts 6 or 7, or sub-precincts 1A or 4A. If located in Precinct 7 or sub-precinct 6D, the leasable floor area must not exceed 100 square metres.

The proposed use of the site as a Food and Drink Premises does not meet this condition, and is therefore a Section 2 – permit required use.

Clause 45.06 Development Contributions Plan Overlay (Schedule 3 & 14)

The site is affected by the Development Contributions Plan Overlay. Pursuant to Clause 45.06 of the Whittlesea Planning Scheme, the Development Contributions Plan Overlay enables the levying of contributions for the provision of works, services and facilities prior to

development commencing. The proposal does not include any buildings and works, or increases to impervious floor area. Therefore no funds leviable as part of this application.

Particular Provisions

Clause 52.06 Car Parking

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

Use	Clause 52.06 rate	Patron numbers	Car spaces required	Car spaces provided	Complies
Convenience Restaurant	0.3 per patron	50	15	4	No

Planning Permit No. 709568 for the development of sixteen warehouse units on the site provided 44 car spaces for a gross floor area of 2810m². Based on an allocation of car spaces per square metre, Unit 1 would be entitled to 4 of the 44 car spaces.

The previous takeaway food and drink premises generated a parking demand of 7 spaces and approval was granted for the dispensation of 3 spaces in addition to the 4 spaces provided on site. This previous reduction can be used as a credit in considering the current reduction, however a further 8 spaces are being reduced.

It is noted that some sharing of spaces could occur after hours when certain businesses might be closed, however during normal business hours for the parking to work, the seating would have to be reduced into the low 20's. This will create enforcement challenges and only considers parking, not the appropriateness of the use.

It is likely that customers to the premises would utilise the most convenient parking available, that being the shared car parking area of the 16-unit warehouse development. The demand for those spaces is likely to detrimentally impact on the car parking available to the other businesses that share the central car parks and this impact is considered unacceptable, impacting directly on employment businesses.

Clause 52.27 Licensed Premises

The purpose of this clause is to ensure that licensed premises are situated in appropriate locations and to ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.

A permit is required to use land to sell or consume liquor if a licence is required under the Liquor Control Reform Act 1998.

The application is for the sale and consumption of liquor on site, and does not involve the sale of packaged liquor. The subject site is located a minimum of 100m from residential land. The number of patrons proposed for this sort of use is considered excessive, with a maximum of 50 patrons on site at any one time.

There are concerns with the proposal and the potential impact on the amenity of the surrounding area, as well as the impact of the number of patrons proposed, and the hours of operation. Based on the information provided, there are concerns that the proposal will cause detriment to other tenancies within the development, and to the surrounding area.

COMMENTS ON GROUNDS OF OBJECTION

The grounds of objection can be summarised as follows:

1. Use of the car spaces allocated to other tenancies:

The car parking area provided on site is shared equally between the 16 tenancies, with each unit allocated between 2-4 spaces based on square meterage of each tenancy. The allocation of spaces to each premises is not formalised, or marked on the spaces, rather it is shared arrangement between the tenancies based on the owners corporation entitlements on title.

On this basis, a person that owns or leases one of these tenancies has the reasonable expectation that this arrangement will provide them with an equal share in the car parking area, with the share proportionate to the size of their premises. The proposed use would require 15 car parking spaces, where only 4 have been allocated to this tenancy. As noted earlier, there are concerns with the impact of the shortfall in parking provision.

2. Operation of the business from the common body corporate area

Concerns were raised in relation to the business currently operating from the grassed area within the front setback of the subject building, and storing goods within the car parking area, both of which are common property. Various complaints were also reported in relation to supposed issues between the applicant, the body corporate of the site, and other tenants. Disputes between body corporates and tenants are not a planning consideration, and any approval would still require permission from the owners corporation to occupy that space.

3. Security concerns

Concerns were raised regarding the security of the common property and other tenancies on site, and issues that may arise with the late hours of operation and the service of alcohol. If a permit were to issue, a site management plan and a patron management plan could be required to indicate what safety measures would be undertaken as part of the use.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The application has been assessed against the planning zone provisions and other relevant planning provisions, including the State and Local Planning Policy Frameworks of the Whittlesea Planning Scheme, particularly Clause 52.06 Car Parking and Clause 52.27 Licensed Premises, and is considered to be inconsistent with the relevant policies and strategies of the Planning Scheme. It is considered that the proposal is incompatible with the surrounding uses and development in the surrounding area. Therefore, it is recommended that the application for a Planning permit be refused.

RECOMMENDATION

THAT Council resolve to Refuse Planning Application No. 718075 and issue a Refusal to Grant a Planning Permit for Use of a Convenience Restaurant, reduction in the required rate of car parking and Liquor License, on the following grounds:

- 1. The proposed scale of the use will detrimentally affect the amenity of the adjacent tenancies.**
- 2. The proposed reduction in the rate of car parking is inappropriate as it significantly reduces the number of shared car parking spaces available to other tenancies within the development.**
- 3. The proposal does not comply with the car parking requirements of Clause 52.06.**
- 4. The proposed use is inappropriately located and not in complimentary to the existing context.**
- 5. Approval to use the common property areas shown on plan has not been gained.**



PLANNING APPLICATION NO. 718075



Subject Land
 Objector

 Medium Density Housing



**City of
Whittlesea**

BUILDING AND PLANNING REPORT

6.1.2 335-355 O'HERNS ROAD, EPPING - AMENDMENT TO PLANNING PERMIT NO. 709220 TO INCREASE HOURS OF OPERATION FOR THE CONCRETE CRUSHING PLANT

Chief Executive Officer Explanatory Note

At the 2 April 2019 Council Meeting, Council resolved:

“MOVED: *Cr Pavlidis*

SECONDED: *Cr Alessi*

To defer item 6.1.2 in relation to Planning Application No. 709220 for an amendment to the planning permit to increase hours of operation for crushing associated with the concrete batching plant, to a future Council meeting to allow for further discussions to occur between the permit applicant, operators, Council officers and objectors regarding potential concerns with night time activity.

CARRIED”

The updated report is presented to Council at this meeting for consideration.

Attachments:	1	Locality Maps ↓
	2	Acoustic Assessment ↓
Responsible Officer:	Director Partnerships, Planning & Engagement	
Author:	Principal Planner	
APPLICANT:	Aurora Construction Materials	
COUNCIL POLICY:	22.08 Material Recycling Centres Policy	
ZONING:	Farming Zone (FZ) Special Use Zone (SUZ4)	
OVERLAY:	Not applicable	
REFERRAL:	VicRoads (Section 52 referral) EPA (Section 52 referral)	
OBJECTIONS:	Three	

RECOMMENDATION SUMMARY

That Council resolve to approve the Application to Amend Planning Permit No. 709220 and issue a Notice of Decision to Grant an Amendment to a Permit for the proposed increased hours of operation for the concrete crushing plant.

KEY FACTS AND / OR ISSUES

- This application was presented to the 2 April 2019 Council meeting for a decision, however the item was deferred to a future Council meeting to allow for further

discussions to occur between the permit applicant, operators, Council officers and objectors regarding potential concerns with night time activity.

- The application seeks to amend Condition No. 10 of Planning Permit No. 709220 to increase the hours of operation for the concrete crushing plant to 5.30am – midnight, Monday to Friday and 5.30am – 6.00pm on Saturdays.
- Current hours of operation for the concrete crushing plant are 5.30 am to 5.00pm, Monday to Friday (non-daylight saving times); and 5.30am to 6.00pm, Monday to Friday (during daylight saving), as well as 5.30am to 1.00pm, Saturdays.
- Three objections have been received, predominantly raising concerns related to additional noise and dust nuisance, and increased traffic in O'Herns Road and surrounding roads.
- The extension of hours of operation is considered appropriate subject to the inclusion of additional management conditions, and continued compliance with existing permit conditions to control off site impacts from activities on the site.

REPORT**SITE AND SURROUNDING AREA (Including Background)**

The subject site comprises two parcels located on the southern side of O'Herns Road, to the west of the Hume Freeway, in Epping. The site has an overall area of 49.2ha and is part of Whittlesea City Council's former Cooper Street No. 2 landfill site. The applicant has a lease agreement with Council that expires in October 2022 and allows the construction and operation of a rock recycling and concrete batching facility.

Planning Permit No. 709220 was issued at the direction of the Victorian Civil and Administrative Tribunal on 4 October 2006 for the use and development of:

- (i) a concrete batching plant, and
- (ii) a materials recycling/crushing facility which includes one crushing unit comprising a primary, secondary and tertiary crusher.

The permit was issued as a temporary permit, with all uses to cease on the site by 4 October 2021.

The surrounding locality is characterised by a range of uses, including farming uses to the north, quarrying to the west, rural and industrial to the east, with the closest residential properties, located approximately 1km to the north-east.

BACKGROUND

This application was presented to the 2 April 2019 Council meeting for a decision, however the item was deferred to a future Council meeting to allow for further discussions to occur between the permit applicant, operators, Council officers and objectors regarding potential concerns with night time activity.

Details of further consultation is provided within the public notification section of this report.

PROPOSAL

Planning Permit No. 709220 was issued on 4 October 2006 and amended on 5 May 2009, 23 April 2010 and 22 November 2010. Condition No. 7 requires uses authorised on the site to cease no later than 15 years after the permit issue date, being 4 October 2021.

It has been predicted that Melbourne will face construction material shortages during the forecast infrastructure boom. The permit holder seeks to amend the operating hours of the existing concrete crushing plant to increase their supply ability in an attempt to reduce unfavourable outcomes of a shortage.

The application seeks to amend Condition No. 10 to increase hours of operation for the concrete crushing plant to 5.30am – midnight, Monday to Friday and 5.30am – 6.00pm on Saturdays. The current hours of operation for the concrete crushing plant are 5.30 am to 5.00pm, Monday to Friday (non-daylight saving times); and 5.30am to 6.00pm, Monday to Friday (during daylight saving), as well as 5.30am to 1.00pm, Saturdays.

In the period 5.00pm to midnight it is proposed to reduce site activity to only include the crushing plant operation, one machine (front end loader) to feed the plant and one machine (front end loader) to stockpile material. The application includes an Acoustic Report which concludes that no adverse noise impacts are likely to result, with the site complying with limits set out in State Environment Protection Policy (SEPP) N-1.

No outbound sales or inbound truck deliveries are proposed during the period after 6.00pm on weekdays or Saturdays and no changes are proposed for Sundays or Public Holidays. No changes are proposed to the hours of operation of the concrete batching plant.

Condition No. 10(vii) is proposed to be amended and Condition Nos. 10(xx), (xxi) and (xxii) added as follows:

10. *The operation of the uses authorised by the permit must comply with the following requirements:*

...

- (vii) *The uses authorised by this permit may operate only between the hours of:*

Concrete Batching Plant

- *5.30 am and 5.00pm, Monday to Friday (non-daylight saving times);*
- *5.30am and 6.00pm, Monday to Friday (during daylight saving) and 5.30am and 1.00pm, Saturdays.*

Concrete Crushing Plant

- *5.30am – midnight, Monday to Friday;*
- *5.30am – 6.00pm, Saturdays.*

The use, including deliveries and all truck movements to and from the site, must not operate on Sundays or on Public Holidays.

...

- (xx) *Only the following plant shall be allowed to continue operating during the period 6pm-12 midnight weekdays and 1pm-6pm Saturday:*

- a. *Crushing and screening;*
- b. *Up to two front end loaders*

- (xxi) *No rock breaking or excavation is to occur after 6pm on weekdays and 1pm Saturday.*

- (xxii) *No sales trucks shall be allowed to access the land after 6pm weekdays and 1pm Saturday.*

RESTRICTIONS AND EASEMENTS

There are no restrictions on title that affect the proposed amendment to Planning Permit No. 709220.

PUBLIC NOTIFICATION

The application was advertised to a large number of surrounding properties, by letter, notice in the public notice section of the local paper and a sign erected on site. Advertising of the application has resulted in three objections being received. The grounds of objection can be summarised as follows:

1. Increased noise levels impacting on health and ability to sleep, in particular from reverse beepers, rock breaking hammers and when the rock is dumped into the crusher.

2. Unclear whether amendment affect hours of delivery or the Concrete Batching Plant permit conditions.
3. Increased vibration, dust and pollution, quality of air will have a detrimental effect on our health and wellbeing.
4. Increased traffic along O'Herns Road and surrounding roads.

Consultation (post Council Meeting)

Council Officers met with the permit applicant, operator and one of the objectors on 5 April 2019 to discuss their concerns and ongoing issues arising from operation of the site in proximity to their dwelling. The applicant has agreed to add additional conditions to the permit limiting the use of various machinery (including crushers, rock breakers, and dump trucks) during evening, night time and early morning hours to resolve the ongoing concerns. The applicant has also agreed to replace beepers with squawkers throughout the site for existing vehicles.

The agreed conditions have been included within the recommendation.

PLANNING 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 hours of operation for the concrete crushing plant would increase, the purpose and intent of the previously considered planning controls and other relevant legislation and standards are still considered to be satisfied. A technical assessment and discussion around the merits of the proposed amendment is outlined below:

Planning Permit No. 709220 was issued as a temporary permit and expires on 4 October 2021, upon which the uses authorised by the permit are required to cease operation, with all plant, equipment and works to be removed within six months. The permit holder's lease agreement with Council ends in October 2022.

Increased activities on the site proposed by the amendment application will be limited to concrete crushing for extended hours only, with all other site activities to cease as per the original permit conditions. Site activity will be limited to concrete crushing, with the use of two front end loaders - one to feed the plant and one to stockpile material.

The increased hours of operation do not allow for additional outbound sales and inbound truck deliveries. Additionally, the amendment does not impact hours or operation of the concrete batching plant or allow for additional rock breaking or excavation.

Any noise generated by the concrete crushing plant during the additional hours of operation, will be required to continue to comply with limits set out in State Environment Protection Policy N-1 (SEPP N-1) with testing and modelling undertaken by the applicant's acoustic consultant at proximate sensitive land uses (surrounding dwellings) confirming compliance.

Given the site already operates within the defined 'night period of SEPP N-1, (which has the most stringent noise limits) and continued compliance with these limits, the proposed amendment to hours of operation for the concrete crushing plant is considered to be acceptable.

Due to the temporary nature of the permit and the permit holder's lease agreement with Council over the land, it is considered that any long term use or future use of the site will not be compromised by the amendment.

The existing permit contains a number of conditions relating to the operation of the site, including the implementation of a dust management plan, continued compliance with SEPP N-1 and other noise controls, maintenance and upkeep of O'Herns Road, and conditions relating to drainage, car parking and traffic management, lighting, and vibration. Compliance with existing permit conditions, as well as the plans and other documentation endorsed under the permit, will ensure the site continues to operate in an appropriate manner, whilst minimising impacts on the surrounding locality.

COMMENTS ON GROUNDS OF OBJECTION

Increased noise levels impacting on our health and ability to sleep, in particular from reverse beepers, rock breaking hammers and when the rock is dumped into the crusher

An addendum to the acoustic report submitted with the application demonstrates that the relevant noise levels for the nearest residential property are approximately 10 dB(a) less than the allowable noise limit. Noise levels from the rock crusher will not generate noise levels above the permissible noise levels under SEPP - N1.

There are no 'reverse beepers' proposed to be used on the site during the extended hours. The proposal does not include sales trucks which would be the only vehicles with beeper alarms. Additionally, there are no 'rock breakers' proposed to be used on the site during the extended hours. Based on the monitoring and noise modelling carried out, noise levels would comfortably comply with the relevant noise policies at the objectors properties.

The subject site is within proximity of the Hume Freeway and noise from the proposal is expected to be inaudible because of this. On this basis, no adverse health or sleep disturbance is expected from the proposal.

Unclear whether amendment affect hours of delivery or the Concrete Batching Plant permit conditions

The proposed amendment seeks extended hours for the crushing of rock until midnight on Mondays to Fridays and on Saturdays until 6:00pm. No other change is proposed to any of the other activities on site. Accordingly, there will be no delivery of raw material or carting out from the site of concrete beyond the already permitted hours.

Increased vibration, dust and pollution, quality of air will have a detrimental effect on health and wellbeing

A recycling and concrete batching plant has potential to generate dust. This dust, whether from cement, sand or aggregate, will contain fine particles that need to be controlled to protect offsite amenity. Condition No. 30 of Planning Permit No. 709220 required the submission of a Dust Management Plan which provides for water, internal roads, water trucks, front end loaders, vehicles leaving the site, stockpiles, crushing plant, management and climatic conditions. A Dust Management Plan was approved by Council and the EPA and endorsed under the permit. The Dust Management Plan is required to be implemented under Condition No. 31 of the permit. It is envisaged that additional dust nuisance as a result of the extended hours of operation will be minimal; however the endorsed dust management will readily address any inappropriate dust nuisance and can be enforced if necessary.

Additionally, Condition No. 11 of the permit requires the amenity of the area not to be detrimentally affected through the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.

Increased traffic along O'Herns Road and surrounding roads

The proposed amendment does not seek to extend the time for delivery of raw materials or carting out of concrete and accordingly no additional truck movements to and from the site are anticipated. Increased traffic associated with the increased hours of operation is considered to be minimal.

REFERRALS

Environment Protection Authority

Notice of the application was given to the Environment Protection Authority Victoria (EPA). The EPA's response is summarised as follows:

EPA has no concern with Council issuing this planning permit according to the information that has been provided. However, we recommend Council considers the following conditions for inclusion in the planning permit:

The permit holder must ensure that no emissions of noise and/or vibrations from the premises which are detrimental to either of the following:

- (a) *The environment in the area around the premises; and*
- (b) *The wellbeing of persons and/or their property in the area around the premises.*

Noise is considered to be the primary environmental risk posed by this proposal. The Applicant has submitted an acoustic assessment prepared by Octave Acoustics dated 14 September 2018. EPA has not undertaken a comprehensive technical review of the methodology or findings of the acoustic assessment, however considering that the premises already operates within the defined 'night' period of State Environment Protection Policy N-1 (most stringent limits) and the lack of pollutions attributed to the site, the proposal is acceptable.

The acoustic assessment recommends three permit conditions to limit operations to those that were assessed in the acoustic report to demonstrate compliance with SEPP N-1. Council should include these recommendations, or similar, to control activities at the site to those that comply with SEPP N-1.

The condition recommended by EPA is generally addressed by existing Condition No. 11 of the permit which requires that the amenity of the area not be detrimentally affected by the use or development through the transport of materials, goods or commodities to and from the land; appearance of any building, works or materials; emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil or the presence of vermin.

The conditions recommended by the applicant's acoustic consultant should be included in any amended permit that issues.

VicRoads

Notice of the application was given to VicRoads. VicRoads had no objection to the proposal.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The application has been assessed against the planning zone provisions and other relevant planning provisions, including the Planning Policy Framework of the Whittlesea Planning Scheme, and is considered to be consistent with the relevant policies and strategies of the Planning Scheme. It is considered that the proposed amendment to Condition No. 10 to increase the hours of operation for the concrete crushing plant is appropriate and will not result in detrimental impacts on the surrounding area. Therefore, it is recommended that an amended Planning Permit be issued.

RECOMMENDATION

THAT Council resolve to approve the Application to Amend Planning Permit No. 709220 and issue a Notice of Decision to Grant an Amended Permit to amend Condition No. 10 to increase the hours of operation for the concrete crushing plant in accordance with the endorsed plans and subject to the following amendments:

1. Amendment to Condition No. 10 as follows:

- Split (vii) into two parts (underline used to highlight changes):

(vii) The uses authorised by this permit may operate only between the hours of:

Concrete Batching Plant

- 5.30 am and 5.00pm, Monday to Friday (non-daylight saving times);
- 5.30am and 6.00pm, Monday to Friday (during daylight saving) and 5.30am and 1.00pm, Saturdays.

Concrete Crushing Plant

- 5.30am – midnight, Monday to Friday;
- 5.30am – 6.00pm, Saturdays.

The use, including deliveries and all truck movements to and from the site, must not operate on Sundays or on Public Holidays.

- Add the following three conditions as recommended by the acoustic expert:

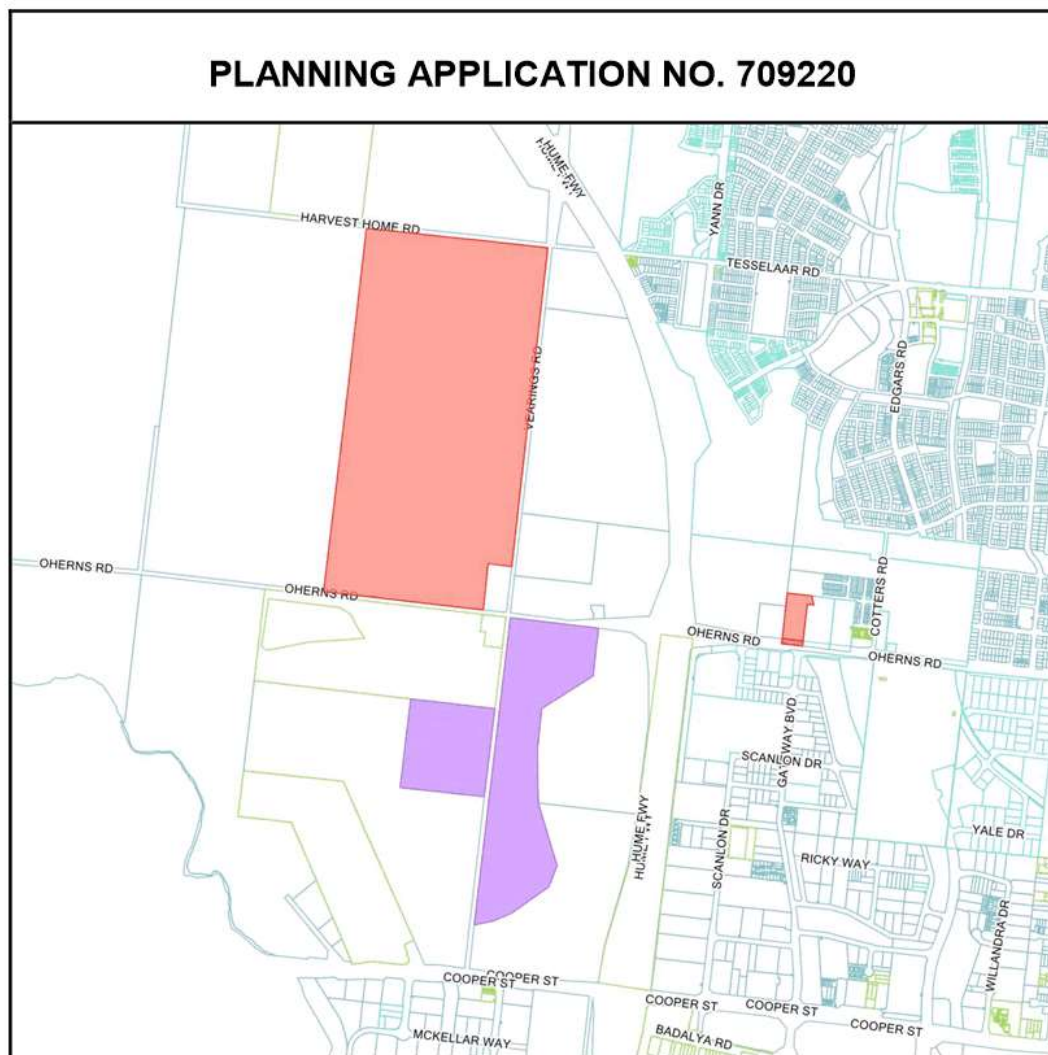
(xx) Only the following plant shall be allowed to continue operating during the period 6pm-12 midnight weekdays and 1pm-6pm Saturday:

- a. Crushing and screening;**
- b. Up to two front end loaders**

(xxi) No rock breaking or excavation is to occur after 6pm on weekdays and 1pm Saturday.

(xxii) No sales trucks shall be allowed to access the land after 6pm weekdays and 1pm Saturday.

- Add the following conditions as agreed between the applicant and objector:
 - (xxiv) Crushing machinery must not be started prior to 5.30am.
 - (xxv) No rock breaking can be undertaken before 7.30am or later than 7.00pm.
 - (xxvi) The primary crusher must only be loaded using a front-end loader or excavator before 7.00am and after 7.00pm. Dump trucks must not be used during these periods.
 - (xxvii) Squawkers must replace Beepers throughout the site.



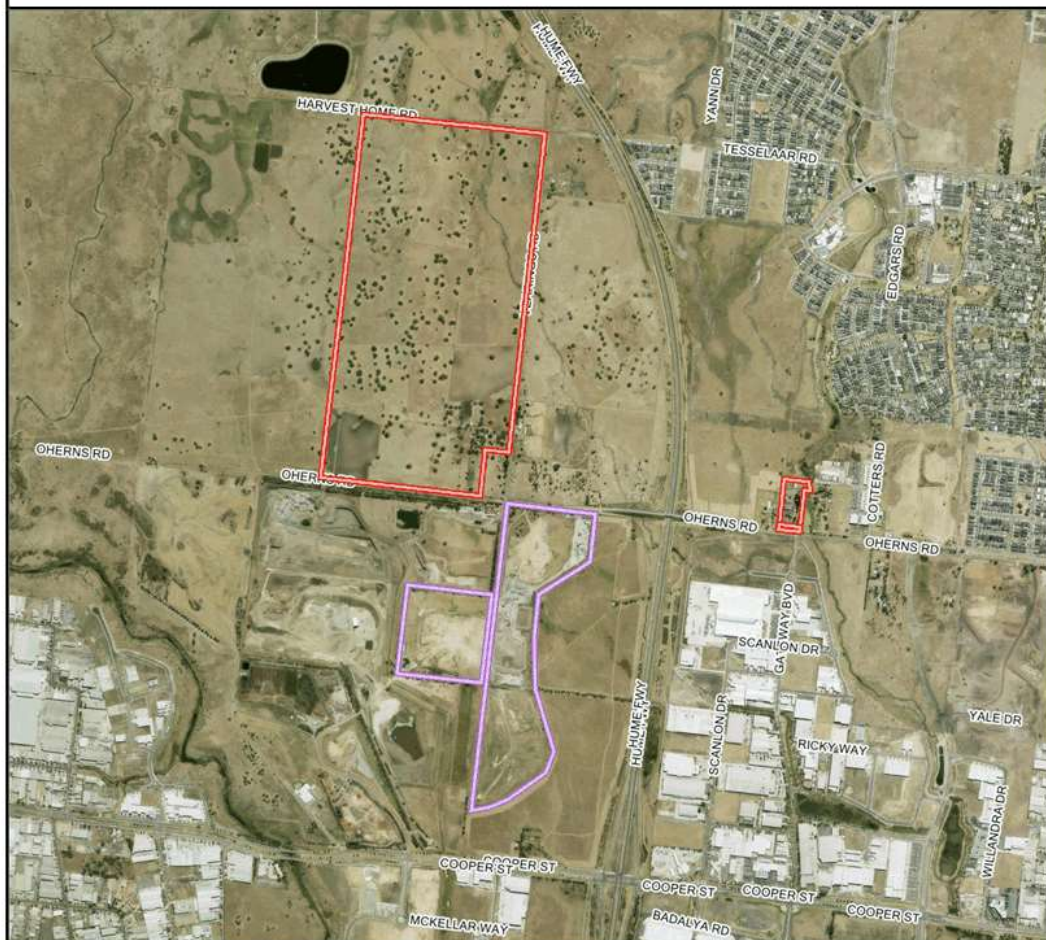
- Subject Land**
- Objector (1 objector outside locality map area)**



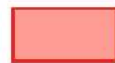
**City of
Whittlesea**

**BUILDING AND PLANNING ASSESSMENT
REPORT**

PLANNING APPLICATION NO. 709220



Subject Land



Objector (1 objector outside locality map area)



**City of
Whittlesea**

BUILDING AND PLANNING ASSESSMENT REPORT



PERMIT 709220 AMENDMENT APPLICATION, 335 OHERNS ROAD, EPPING Acoustic Assessment

Aurora Construction Materials (ACM)

14 SEPTEMBER 2018





Project Permit 709220 Amendment Application, 335 Oherns Road, Epping

Client Aurora Construction Materials (ACM)

Document number AA496ME-01E02 Acoustic Report (r0).docx

Revision	Date	Comment	Author	Reviewer
0	14.09.2018	Submitted to Client	DT	

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1 Scope of Work

Octave Acoustics has been engaged by Aurora Construction Materials (ACM) to assess potential noise impacts from their rock crushing plant located at the rear of 335 Ohearns Road, Epping (Subject Land). It is understood that ACM are applying to amend Condition 10 (vii) of Permit 709220 (Amended) was issued by City of Whittlesea 22 November 2010.

- (vii) the uses authorised by this permit may operate only between the hours of:
- 5.30 am and 5.00pm, Monday to Friday (non-daylight saving times);
 - 5.30am and 6.00pm, Monday to Friday (during daylight saving) and 5.30am and 1.00pm, Saturdays.

The use, including deliveries and all truck movements to and from the site, must not operate on Sundays or on Public Holidays.

ACM's proposal is to extend crushing operational hours (Proposal), as follows:

Current Permit	Proposed Amended Permit
5:30am – 5pm Mon-Fri (non daylight saving)	5:30am – 12 midnight Mon-Fri
5:30am – 6pm Mon-Fri (daylight saving)	
5:30am – 1pm Saturdays	5:30am – 6pm Saturdays

The current permit also includes land use for a concrete batching plant on the Subject Land. There are no proposed changes to the Permit relating to the concrete batching plant.

Octave Acoustics has carried out on-site testing of crushing operations as well as 3D computational noise modelling to assess the likelihood of noise impacts at proximate sensitive land uses. This report provides technical evaluation of the Proposal based on the measurements and modelling work carried out.

2 Site Description

The Subject Land is on a mix of SUZ4 and Farming zoning.

Site inspections and review of aerial photography indicated that there are only two dwellings proximate the Subject Land, as follows:

Dwelling ID	Distance from Primary Crusher	Address
R1	Approx. 650m North	330 Ohearns Road
R2	Approx. 950m South	410 Cooper Street

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3 Proposed Amendment

ACM propose to extend operational hours to 12 midnight on weekdays and 6pm Saturdays.

The only operations that are proposed to occur during the extended hours are as follows:

- Crushing and screening plant;
- One off front end loader transferring rock into the primary hopper, located on the existing upper bench; and
- One off front end loader transferring crushed rock and stockpiling at ground level.

No rock breaking, excavation or sales trucks are proposed during the amended operational period.

It is important to note that the hours 10pm-12 midnight are within the defined 'Night' period of State Environment Protection Policy No. N-1, which results in more stringent noise limits than would apply during normal business hours. However, we also note that the existing Permit already allows for operations between 5:30am to 7am which are also within the defined 'Night' period and therefore subject to the same assessment procedure. There would not be any quantitative difference between operations 5:30am to 7am and 10pm to midnight which infers that compliance with the existing Permit would also result in compliance with the proposed amended permit.

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4 Noise Regulations

The following is stated in Condition 12 of the Permit:

Noise levels

12. (a) noise emissions from any plant and equipment must comply with State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1;
- (b) the construction and operation of the acoustic measures proposed at the site and in particular the noise attenuation walls must be assessed and certified by an acoustic consultant as being conformant with SEPP N-1 to the Council's satisfaction within three months of the date of the endorsement of the revised plans.

There are no proposed changes to noise targets and SEPP N-1 is State Legislation.

Background noise measurements were carried out between 10pm-12 midnight on 4 September 2018. Observations and noise readings carried out proximate to R1 indicate relatively high traffic noise levels from the Hume Highway, resulting in a level of L_{90} 44dB(A). Similarly, relatively high traffic noise levels were recorded proximate to R2 because of Cooper Street, resulting in a level of L_{90} 45dB(A). High background levels are normal for sites that only propose operations during the shoulders of the 'Night' period, in this instance just after 10pm and just before 7am.

In accordance with SEPP N-1, the noise limits at R1 and R2 are 47dB(A) and 48dB(A) respectively. These limits would likely be lower were 24-hour operations proposed.

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5 Operational Noise Assessment

On 4 September 2018 between approximately 2pm and 5pm, ACM simulated the proposed amended operation for the purposes of acoustic simulation testing, by:

1. Shutting down the concrete batching plant;
2. Closing sales early, including closure of entry gates; and
3. Ensuring that only crushing plant and two off front end loaders continued to operate.

Octave Acoustics carried out the following measurements during this period to obtain representative noise emission data for the Proposal:

1. Nearfield noise measurements around crushing, screening and mobile plant (including front end loaders picking and dumping materials), for the purposes of:
 - a. Isolating individual plant noise emissions; and
 - b. Determining the Sound Power Level of plant for use in propagation modelling;
2. Boundary and farfield noise measurements at boundaries and other spot locations for purposes of:
 - a. Observing audibility of plant at distances;
 - b. Observing the effects of intervening structures, walls and ground terrain; and
 - c. Providing suitable noise validation points for use in propagation modelling.

During this assessment, it was observed that noise was inaudible at both R1 and R2 due to appreciably high traffic and other ambient noise sources during this period. Because crushing operations emitted relatively low noise levels at R1 and R2, noise propagation modelling has been carried out to determine the likely noise emission level at these premises.

The instrumentation used for the noise surveys was a Bruel & Kjaer 2270 precision sound level meter. All instrumentation used were Class 1 having accuracy suitable for field and laboratory use. The instruments were calibrated prior and subsequent to measurements using a Bruel & Kjaer Type 4231 calibrator. No significant drift in calibration was observed. All instrumentation complies with AS IEC

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61672.1 2004 'Electroacoustics - Sound Level Meters' and carries current NATA certification (or if less than 2 years old, manufacturers certification).

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6 Predictive Noise Modelling

A 3D environmental computational noise prediction model was generated using CadnaA software and utilising well established environmental noise propagation algorithms (ISO 9613). The noise model allows assessment of noise emissions under worst-case meteorological conditions (i.e. favourable propagation of noise from source to receivers) and considers:

- Sound Power Levels of discrete plant;
- Topography effects due to landfill terrain on the Subject Land;
- Absorption effects from air and ground surfaces
- The effects of obstacles to noise propagation (e.g. noise walls and structures)
- Geometrical spreading

The following Sound Power Levels were determined based on the noise survey results:

Plant	Overall SWL
Primary Crusher	106-114 dB(A)*
Secondary Crusher	114 dB(A)
Tertiary Crusher	105 dB(A)
Screening and Pugmill Plant	109 dB(A)
Front end loaders, driving forward and material handling	107 dB(A)**
Notes:	<ul style="list-style-type: none"> • *The primary crusher emitted variable sound power levels on each side of the plant due to directivity effects from exposed pulleys and drums. This has been accounted for in the modelling • **This is based on the maximum noise level for the source. Other operations were noted to be quieter, including reversing, idling, etc. The total SWL observed over a 30-min period for front end loaders was approximately -20dB(A) due to variation in operation, including significant periods of lower noise activity

We note that both front end loaders observed had broadband reversing alarms which would need to be retained for future operations, should the Proposal be approved.

Modelling the sound propagation based on the above Sound Power Levels resulted in good correlation (+/- 2dBA) with farfield noise measurements where plant was still clearly audible. The noise level measured at the rear of the Subject Land (south boundary) was 53dB(A) and the level measured proximate the concrete batching plant to the north was 54dB(A). These validation points are still approximately 650m and 300m from R2 and R1 respectively.



The propagation modelling resulted in the following noise levels at proximate dwellings:

Dwelling ID	Modelled Noise Level	Noise Limit, 10pm-12 midnight
R1	43 dB(A)	47 dB(A)
R2	38 dB(A)	48 dB(A)

The modelled noise levels both comply comfortably with the noise emission target.

The modelled noise emission contour map is provided in Appendix A.

7 Conclusion

Octave Acoustics has completed an acoustic assessment of the potential noise impacts associated with ACM's proposed amended hours for crushing operations. On the basis of the measured operations which simulated the proposal, no adverse noise impacts are expected to occur and the land would continue to comply with SEPP N-1.

Based on the outcomes of this assessment, the permit amendment of Condition 10 (vii) should be approved for:

- Crushing operations between the hours 5:30am – 12 midnight, Monday-Friday.

We recommend that the permit amendment include other conditions which clearly limit the types of operations that can occur during the extended hours, to the effect of:

1. Only the following plant shall be allowed to continue operating during the period 6pm-12 midnight weekdays and 1pm-6pm Saturday:
 - a. Crushing and screening;
 - b. Up to two front end loaders
2. No rock breaking or excavation is to occur after 6pm on weekdays and 1pm Saturday.
3. No sales trucks shall be allowed to access the land after 6pm weekdays and 1pm Saturday.

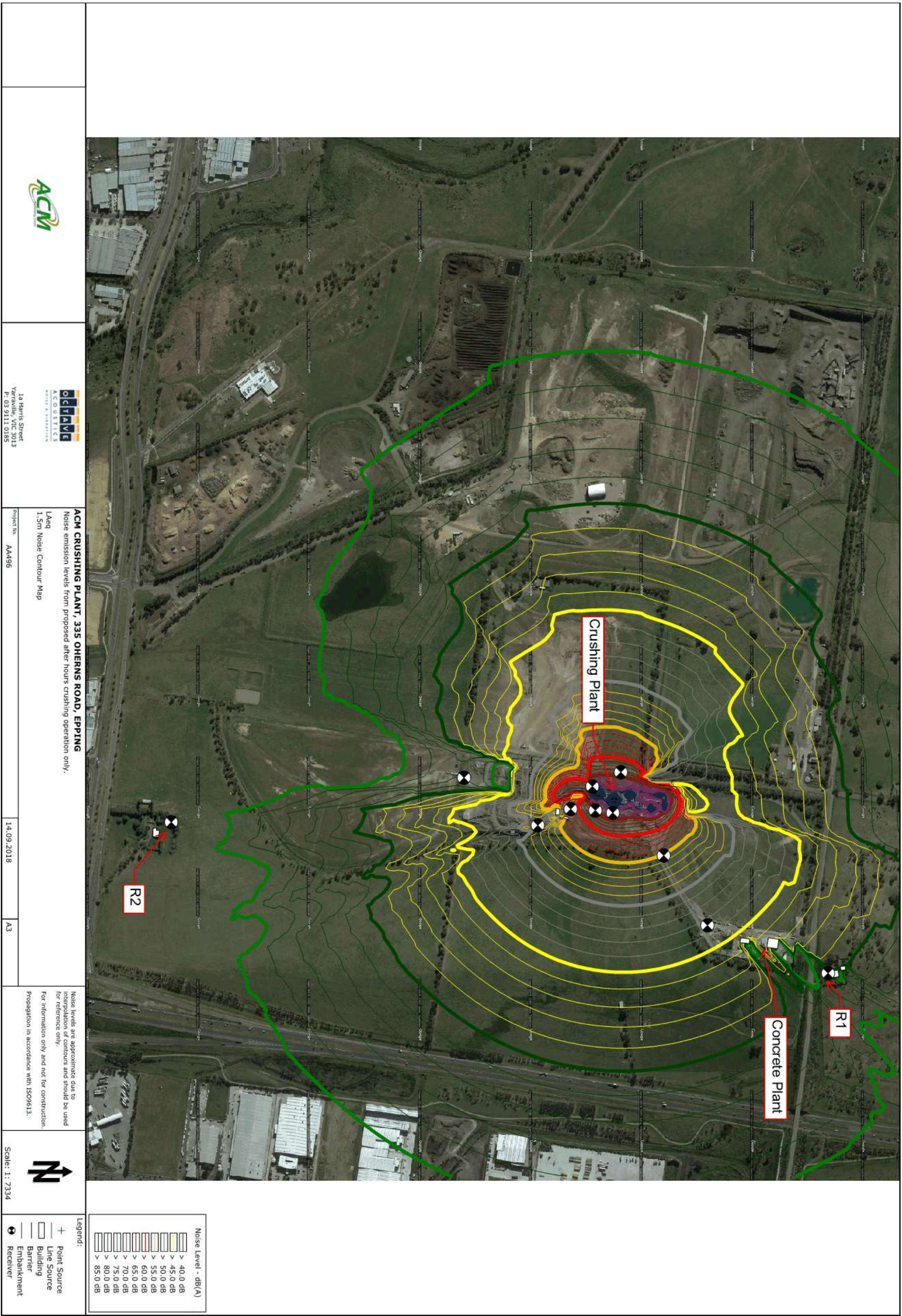


Appendix A: Noise Emission Contour Map

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6.1.3 WHITTLESEA PLANNING SCHEME REVIEW 2018**Attachments:** 1 **Whittlesea Planning Scheme Review 2018 Report** [↓](#)**Responsible Officer:** **Director Partnerships, Planning & Engagement****Author:** **Principal Policy Planner****RECOMMENDATION SUMMARY**

Council adopt *Whittlesea Planning Scheme Review 2018* report and forward it to the Minister for Planning in accordance with Section 12B the *Planning and Environment Act, 1987*.

KEY FACTS AND / OR ISSUES

- Council is required by the *Planning and Environment Act 1987*, to regularly review the operations of its local planning scheme. It is a procedural requirement which does not formally make any changes to the statutory controls of the planning scheme.
- Regular reviews of the Planning Scheme support Council's functions by integrating relevant land use planning content from adopted Council strategies into the planning framework to keep it relevant and up to date.
- The review is informed by State and Local Government strategies, consultation with internal stakeholders, State Government agencies, and research papers identifying future trends.
- The *Whittlesea Planning Scheme Review 2018* report makes recommendations to improve the effectiveness and efficiency of the Whittlesea Planning Scheme. These range from reviewing and updating content in the Planning Scheme to potential discreet projects aimed at addressing identified gaps.
- Any proposed changes to the Whittlesea Planning Scheme will be subject to the usual statutory process and will be reported to Council for approval prior to commencement of any formal planning scheme amendment process.
- Following adoption of the *Whittlesea Planning Scheme Review 2018* report, it will be forwarded to the Minister for Planning as required by the *Planning and Environment Act, 1987*. The deadline for submission is 31 July 2019.

REPORT**INTRODUCTION**

Council is required to regularly review the operations of its local planning scheme. The review commenced in January 2018 in line with its statutory obligation. However, with the introduction of the new Planning Policy Framework (PPF) in July 2018, as part of the State Government's Smart Planning program, and Council's participation in the translation of the Local Planning Policy Framework (LPPF) into the new PPF, finalisation of the review was extended to July 2019.

The outcome of the review is the *Whittlesea Planning Scheme Review 2018* report (Attachment 1) which has been prepared in accordance with Practice Note 32: *Review of Planning Schemes* and the requirements under the *Planning and Environment Act 1987*.

The review follows the completion of the implementation actions identified in the last Planning Scheme Review report completed in 2013.

BACKGROUND

Councils have a statutory obligation to regularly review their planning schemes. The *Planning and Environment Act 1987*, requires planning schemes to be reviewed within a year of adopting the Council Plan. Due to significant State planning reforms impacting on local planning schemes (*Smart Planning* program), an extension of time was granted. Council is now required to forward a copy of the *Whittlesea Planning Scheme Review 2018* to the Minister for Planning by 31 July 2019.

The purpose of regular planning scheme reviews is to ensure local planning schemes remain relevant in guiding discretion on land-use planning and development outcomes.

Council's last Planning Scheme Review was completed in 2013. It required a major overhaul of the planning scheme and was implemented in four stages. Stages 1, 2 and 3 were completed via Amendments C159, C177 and C197. The final stage of implementation was a *Maintenance and Continuous Improvement* project which was completed in January 2018.

Smart Planning

The Victorian Government's *Smart Planning* program introduced a new PPF which came into operation on 31 July 2018 (VC148). The new PPF integrates State and local planning policies and replaces the Municipal Strategic Statement (MSS) with a Municipal Planning Strategy (MPS).

The new PPF provides for transitional provisions which allow for Local Planning Policies to continue being operational until they are translated into the new MPS and PPF format. The City of Whittlesea was invited to be part of the first group of Councils to undergo the translation of their LPPF into the new format, a process which is being led by the Department Environment, Land, Water and Planning (DELWP). The translation process is intended to be policy neutral and will not change the intent of Council's approved planning scheme.

PLANNING SCHEME REVIEW 2018

The methodology used in undertaking the planning scheme review follows the State planning guidance outlined in *Planning Practice Note 32: Review of Planning Schemes*. It examines the existing local policy content within Clause 21 and Clause 22 of the Whittlesea Planning Scheme (WPS), as well as the application and performance of the zones, overlays and

schedules in the WPS. Given the previous 2013 Review went through a more extensive process, this 2018 Review was more procedural.

The review has also been informed by State and Local Government strategies, consultation with internal stakeholders, State Government agencies, and research papers which identify future trends for the municipality.

The *Whittlesea Planning Scheme Review 2018* report has found that the WPS is performing well and the implementation of the 2013 Review has been effective in updating and improving the scheme. Further, the review supports an on-going maintenance approach to ensure the planning scheme reflects the significant changes occurring in the municipality.

The PSR 2018 report makes recommendations to improve the effectiveness and efficiency of the WPS to further improve its useability. The report discusses each issue in detail and makes several recommendations, some of which are summarised below:

Review of Existing Local Planning Policies

- Identifies two local policies which are redundant and are no longer required (Telecommunications policy and Satellite Dish policy);
- Identifies five local policies which are still useful and relevant but require updating to reflect current statutory needs and the new PPF approach;

Review Schedules for UGZ (Precinct Structure Plans)

- Internal consultation with Council's statutory planners has identified opportunities to improve implementation of the schedules to recently gazetted Precinct Structure Plans (PSP). This includes editing, re-wording of the schedules to reduce ambiguity.
- Work with the VPA and DELWP to address some of the broader issues identified that require State Government co-ordination.

Update the Municipal Planning Strategy (replaces the Municipal Strategic Statement)

- Update the Municipal Planning Strategy (MPS) to:
 - Reflect any strategies adopted by Council since the last 2013 Review, including the Land Capability Assessment report and the Municipal Biodiversity Strategy and Action Plan (once completed).
 - Identify and reinforce the importance of sites of state wide significance in the MPS such as: the State significant Northern Industrial Precinct, Cooper Street Waste and Resource Recovery Hub, and other education / health precincts which contribute to employment.
 - Update Clause 11.03-2L - Growth Areas to reflect the relevant content from the PSPs which were gazetted since the 2013 Review.

Administrative

- Undertake on-going corrective amendments to address anomalies identified in the report and existing Council databases.

Heritage

- Following changes introduced via State planning scheme amendment VC148, update the Heritage Overlay Schedule to incorporate Statements of Significance and Cultural Heritage Management Plans under the schedule for each heritage place.

Opportunities to address identified gaps

- Consider updating the schedules to the gaming provisions in the planning scheme to address the health and social impacts of Electronic Gaming Machines (EGMs) for existing and emerging communities, in response to the changes implemented via State planning scheme amendment VC148.

Operational Improvements

- The report identifies operational improvements to reflect the Victorian Auditor-General's Office (VAGO) *Managing Victoria's Planning system* report recommendations.

Once adopted by Council, the recommendations of the report will inform the forward work program of the Strategic Planning and Economic Development Department. Each of the recommendations will be progressively worked through to implement the opportunities for improvement identified.

CRITICAL DATES

The adopted *Whittlesea Planning Scheme Review 2018* report is required to be forwarded to the Minister for Planning by 31 July 2019.

DISCUSSION

Overall the *Whittlesea Planning Scheme Review 2018* has found that the implementation of the 2013 Review has been effective in updating and improving the planning scheme. Further, the Review supports an on-going maintenance approach to ensure the planning scheme reflects the significant changes occurring in the municipality.

The Review makes recommendations to further improve the usability and effectiveness of the planning scheme in response to feedback provided by State agencies and internal stakeholders. The recommendations also support Council's functions by ensuring the Planning Scheme is aligned with the Council Plan and integrating relevant land use planning content from adopted Council strategies into the planning framework to keep it relevant and up to date.

The recommendations are generally operational in nature, related to tidy ups and correcting identified anomalies, updating references and incorporating content from adopted Council strategies. This reflects the significant work already undertaken to implement the previous 2013 Review which was undertaken in four stages. The 2018 Review was more procedural.

Following Council adoption, the *Whittlesea Planning Scheme Review 2018* report will be forwarded to the Minister for Planning in line with the requirements of the *Planning and Environment Act*.

The recommendations of the report will then inform the forward work program of the Strategic Planning and Economic Development Department. Each of the recommendations will be progressively worked through to implement the opportunities for improvement identified. Any proposed changes to the planning scheme will be subject to the usual statutory process and will be reported to Council for approval prior to commencement of the formal amendment process.

CONSULTATION

Consultation was tailored to reflect the technical scope of the project. A broad range of internal stakeholders were consulted, as well as various State Government agencies including the Department of Jobs, Precincts and Regions, Sustainability Victoria, Transport for Victoria, VicRoads, Environment Protection Authority and the Victorian Planning Authority.

POLICY STRATEGY AND LEGISLATION

The planning scheme review supports the following state policy:

Plan Melbourne 2017-2050

Direction 1.2: Strengthen the competitiveness of Melbourne's employment land

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

Direction 1.5: Plan for jobs closer to where people live

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

Direction 2.1 Understand and plan for expected housing needs

- Initiative 2.1.4 Develop more diverse housing in growth areas.

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

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

Direction 2.3 Facilitate the supply of social housing

- Initiative 2.3.1 Facilitate growth in the social housing sector.

Direction 2.4 Facilitate the supply of affordable housing

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

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

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

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

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

Protecting Victoria's Environment - Biodiversity 2037

The planning scheme review supports the following actions of this strategy:

Action 7.4 – The implementation of Plan Melbourne support local government to complete and implement green wedge management plans to protect and enhance the agricultural, biodiversity, environmental, natural resource, tourism, landscape and other values of each of Melbourne's green wedges.

Action 7.6 – Prepare a metropolitan open space strategy that enhances recreation, amenity, health and well-being, specifies diversity, sustainable water management and urban cooling across Melbourne.

Action 11.1 – Examine the suite of Victorian private land conservation mechanisms and programs to assess their complementarity and investigate the pathways with the highest potential to increase landholder participation in biodiversity protection.

Action 11.2 – Undertake a co-design process with key stakeholders to review and update voluntary biodiversity management standards.

Action 11.3 – Initiate new biodiversity conservation auctions as a mechanism to protect biodiversity, particularly native vegetation on private land.

Action 12.1 – Co-design and implement the Biodiversity Response Planning process with stakeholders and partners across Victoria.

Action 18.1 – Investigate opportunities to secure more permanently protected areas on private land.

Victoria's 30 year Infrastructure Strategy

The review supports a range of objectives of the *Victoria's 30 year Infrastructure Strategy* including: preparing for population change, fostering healthy, safe and inclusive communities; reduce disadvantage; enable workforce participation; lift productivity; drive Victoria's changing, globally integrated economy; promote sustainable production and consumption; protect and enhance natural environments; protect and enhance natural environments; advance climate change mitigation and adaptation; and build resilience to shocks.

Municipal Health and Well-being Plan 2017-2021

The review supports the land use planning recommendations of the Municipal Health and Well-being Plan, including: contributing to the creation of safe, connected, liveable and community focused environments; town centre and neighbourhood design which reflects their important role as the social focus of communities; undertake a feasibility study regarding the establishment of an Aboriginal Gathering Place; undertake alcohol related harms data monitored and analysed to inform planning and liquor licensing decisions; undertake scoping to inform the development of a local Food Security Policy and Partnership Plan that outlines Council and other stakeholders' role in relation to food access, supply and use.

Council adopted policies and strategies

The review recommends incorporating relevant land use content from Council adopted policies and strategies into the WPS. The following documents were reviewed for their potential land use planning content for the *Planning Scheme Review 2018* report:

- Land Capability Assessment report

- Open Space Strategy
- Street Tree Management Plan 2016 – Greening our streets
- Climate Ready Whittlesea – Climate change adaptation plan
- Economic Development Strategy
- Arts Development Strategy 2016-2020
- Thomastown Industrial Area Plan 2018-2038
- Community Building Strategy
- Community Safety and Crime Prevention
- Disability Action Plan
- Health and Well-being Partnership Plan 2017-2021
- Preventing Alcohol Related Harm Policy
- Road and Public Transport Plan 2017
- City of Whittlesea Road Safety Strategy 2017
- Whittlesea Bicycle Plan 2016-2020

LINK TO STRATEGIC RISKS

Strategic Risk Governance - Councillors - Ineffective Council governance resulting in legislative non-compliance; breaches of duties of a Council; breaches of duties of a Councillor

Councils have a statutory obligation to regularly review their planning schemes under the *Planning and Environment Act 1987*. It is a procedural requirement which does not formally make any changes to the statutory controls of the planning scheme. Council is required to forward a copy of the *Whittlesea Planning Scheme Review 2018* to the Minister for Planning by 31 July 2019.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Liveable neighbourhoods
Whittlesea 2040 Key Direction	Well-designed neighbourhoods and vibrant town centres
Strategic Objective	Our neighbourhoods are designed to be well-connected and create cohesive communities
Council Priority	Planning and Infrastructure

The *Planning Scheme Review 2018* supports Council's goals of liveable, well-designed neighbourhoods and vibrant town centres. The regular review of the Planning Scheme ensures that the planning framework responds to the direction outlined in the Council Plan.

The *Planning Scheme Review 2018* consolidates land use planning related matters for consideration and provides recommendations for improvements to further strengthen Council's position on key environmental, social and economic matters which can be influenced by the planning scheme.

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 completion of the *Whittlesea Planning Scheme Review 2018* satisfies Council's obligations under the *Planning Environment Act 1987*.

The *Whittlesea Planning Scheme Review 2018* report makes recommendations for improvements to the Whittlesea Planning Scheme. These recommendations aim to improve the useability and effectiveness of the planning scheme in response to feedback provided by State agencies and internal stakeholders. The recommendations also support Council's functions by integrating relevant land use planning content from adopted Council strategies into the planning framework. This will assist in improving the land use outcomes sought by Council.

The recommendations are generally operational in nature, related to tidy ups and correcting identified anomalies, updating references and incorporating content from adopted Council strategies. Some recommendations relate to potential new projects aimed at addressing identified gaps.

Following adoption by Council, the *Whittlesea Planning Scheme Review 2018* report is required to be forwarded to the Minister for Planning. This is a procedural requirement under the *Planning and Environment Act 1987*, it does not formally make any changes to the statutory controls of the planning scheme.

The recommendations of the report will inform the forward work program of the Strategic Planning and Economic Development Department. Each of the recommendations will be progressively worked through to implement the opportunities for improvement identified. Any proposed changes to the planning scheme will be subject to the usual statutory process and will be reported to Council for approval prior to commencement of the formal amendment process.

RECOMMENDATION

THAT Council resolve to adopt the *Whittlesea Planning Scheme Review 2018* report and forward a copy of the report to the Minister for Planning pursuant to Section 12B of the *Planning and Environment Act*.



Whittlesea Planning Scheme Review 2018

“A better-practice planning scheme is clearly focused, easy to use, transparent, responsive to changing planning demands and community expectations and supported by efficient administrative processes.”

VAGO 2016

May 2019

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Executive Summary

The Whittlesea Planning Scheme Review 2018 has been prepared in accordance with Practice Note 32: *Review of Planning Schemes* and the requirements under the *Planning and Environment Act*.

The review follows the completion of 4 actions identified by the last planning scheme review completed in 2013. Since the last Planning Scheme Review, significant changes have occurred in the planning system, including substantial changes to the Victoria Planning Provisions and in particular, the introduction of a new Planning Policy Framework which integrates State, regional and local policies. The City of Whittlesea will form part of the first group of Council's to translate its local policy content into the new format.

This report identifies the land use policy directions since the last planning scheme review and identifies the key land use issues facing the municipality. The review is informed by State and local government strategies, internal and external consultation and forecasting and research papers conducted on behalf of Council.

Overall the review found the planning scheme to be performing well and Council is responding to identified deficiencies. Where there are areas of improvement, the report provides recommendations to either address the issue or undertake further strategic work. In summary this review highlights the need to adopt a continuous improvement model which includes reviewing local policies, Development Plan Overlays, PSPs and corrective amendments.

1. Introduction

Pursuant to Section 12(1) (b) of the *Planning and Environment Act 1987* (the *Act*), the City of Whittlesea is required to regularly review the operations of its Planning Scheme. The *Act* specifies that:

'A planning authority which is a Municipal Council must review its Planning Scheme –

(a) no later than one year after each date by which it is required to approve a Council Plan under section 125 of the Local Government Act 1989; or

(b) within such longer period as is determined by the Minister.'

Pursuant to Section 12A (4) of the *Act*, the City is also required to ensure that the Municipal Strategic Statement (MSS) is consistent with the current Council Plan. Although the *Act* does not require the specific details of the Council Plan to be reiterated within the MSS; the review must consider and incorporate the pertinent parts of the Council Plan within the Local Planning Policy Framework (LPPF). It must also ensure that MSS objectives are consistent with land use objectives outlined in the Council Plan.

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In line with the above, the Planning Scheme Review (PSR) must examine:

- The existing policy content within Clause 21 and Clause 22 of the Whittlesea Planning Scheme (WPS)
- The application and performance of the zones in the WPS
- The application and performance of the overlays in the WPS, and
- The detail of the schedules in the WPS.

1.1 Overview of Whittlesea Planning Scheme reviews

In the late 1990s when the State Government reformed Planning Schemes, all Councils were required to standardise their Planning Schemes to a set format, known as the “*New Format Planning Scheme*”. The New Format Whittlesea Planning Scheme (WPS) was approved by the Minister for Planning in July 1999. Since that time, the WPS has remained largely unchanged.

Planning Scheme Review 2002

The first Whittlesea Planning Scheme Review was completed in October 2002. The 2002 Review focused specifically on:

- the progress of the strategic priorities identified in the Minister’s letter of approval of the Scheme (in 1999); and
- the performance of the Municipal Strategic Statement (MSS)

The key strategic issue identified within the 2002 Review related to the fact that the municipality was encountering conflicting pressures for significant urban expansion, whilst also trying to preserve environmentally significant areas. Four fronts of urban expansion were identified, including South Morang, Epping North, Mernda/Doreen and the Cooper Street Employment Area. The supply of community and physical infrastructure to these new communities formed the basis for future strategic policy direction within the City of Whittlesea.

Since that time a significant number of amendments were made to the Whittlesea Planning Scheme (WPS), particularly to facilitate the growth of new communities.

Planning Scheme Review 2013

The most comprehensive Planning Scheme Review (PSR) occurred in 2011-2013. A key output of that was a background report: the *Planning Scheme Review Technical Report 2013*. The findings of the *PSR Technical Report 2013* were consolidated into the *Planning Scheme Review Report 2013*.

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The *PSR 2013* Report identified a staged approach to updating and enhancing the performance of the planning scheme. Specifically, 4 Actions were identified which would implement the recommendations set out in the *PSR Technical Report* and the key findings identified in the *PSR 2013 Report* (Figure 1).

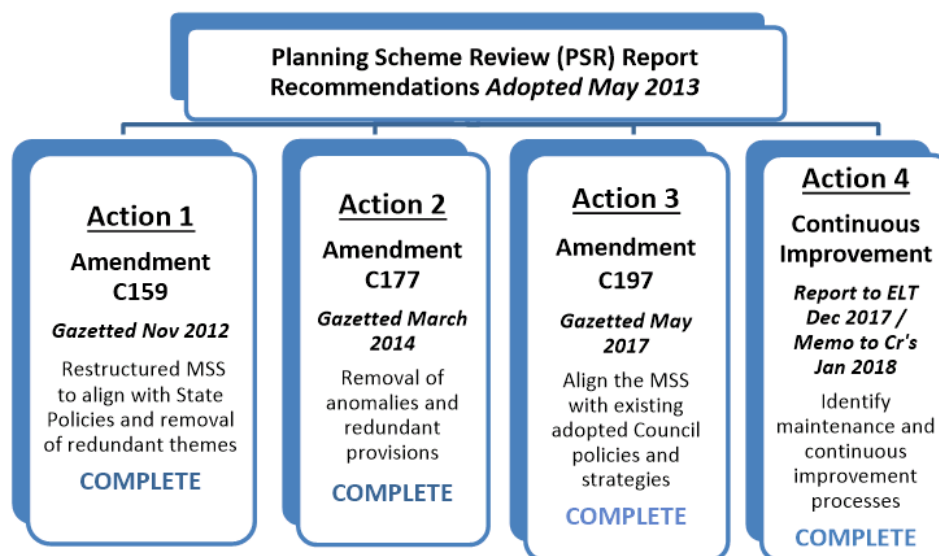


Figure 1: Planning Scheme Review 2013 - Implementation Actions

As indicated in Figure 1, Action 1 of the implementation was the restructure of the MSS to reflect the relevant Practice Note and the removal of duplicated or anomalous provisions. This was completed as part of Amendment C159, which was gazetted in November 2012.

Action 2 of the implementation was the removal of redundant provisions of the Whittlesea Planning Scheme, improved format of the Local Planning Policy Framework (including policies and controls) and correction of identified mapping anomalies. This was completed as part of Amendment C177, and gazetted in March 2014.

Action 3 of the implementation significantly updated Clause 21 MSS to incorporate land use content from Council adopted policies and strategies into the Whittlesea Planning Scheme. This was completed as part of Amendment C197, and gazetted in May 2017.

Action 4 of the implementation of the PSR 2013 Report sought to identify a best practice maintenance and continuous improvement framework for the Whittlesea Planning Scheme. The Action 4 Continuous Improvement Summary Report was completed in December 2017.

With respect to the recommendations in the *PSR Technical Report 2013* (Background Report), a review was undertaken which indicates that most have been substantially either complete or commenced (Figure 2).

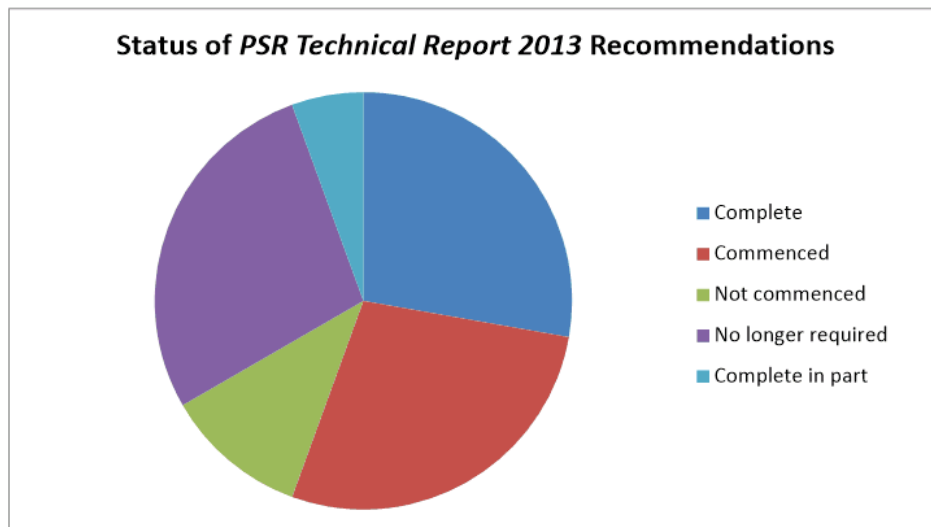


Figure 2: Planning Scheme Review Technical Report 2013 – Status of Recommendations

The following is a summary of those recommendations identified as having not commenced or projects which have been commenced and are still underway:

- Review Green Wedge Zones and schedules (this has also been identified in the Land Capability Assessment Project, Milestone 4: *Future prospects of local agriculture in the City of Whittlesea – Report 2018*).
- Amend the Rural Conservation Zone Schedule maps.
- Ongoing reviews of DPOs.
- Rezone planning anomalies.
- Research and prepare a local gaming planning policy for the Whittlesea Planning Scheme that has regard to the *Gambling Strategy and Action Plan 2014-2024* to guide the location and design of venues.
- Strengthen policies and controls relating to new dams in rural areas so that stream flows in local waterways can be maintained and enhanced.
- Identify the appropriate proportion of social and affordable housing within structure plan areas (including both established and greenfield areas) and investigate possible planning mechanisms to deliver and facilitate social and affordable housing.



These recommendations are still deemed relevant and should be included as further strategic work as part of this report.

PSR Recommendation: Include the outstanding actions from the *PSR Technical Report 2013* (listed above) as Further Strategic Work.

1.2 Reviewing a Planning Scheme

The purpose of regular reviews of planning schemes is to enhance the effectiveness and efficiency of the scheme by ensuring that the land use planning framework adequately addresses Council's position on preferred land use development outcomes.

Section 12B of the *Planning and Environment Act 1987* (the Act) requires a planning authority to regularly review the provisions of the planning scheme. In accordance with statutory requirements, a broad review of the major planning issues facing the municipality has been undertaken as part of this review.

Scope of Planning Scheme Review

A planning scheme review must be prepared in accordance with *Practice Note 32: Review of Planning Scheme* and the requirements of the *Planning and Environment Act 1987*. In line with the Practice Note, the review must examine whether the scheme provisions, such as local planning policies, zones, overlays and schedules have been effective and efficient in achieving the objectives and strategies of the planning scheme. In addition, the review provides an opportunity to assess whether planning process can be improved by streamlining processes, reducing the complexity of processes and identifying unnecessary permit requirements.

The review is also informed by: previous audit recommendations, internal consultations, Planning Panel reports and VCAT decisions, changes to SPP, corporate documents and further strategic work.

The methodology for this project included the following:

- a review to examine the MSS and existing local policies in the context of changes and growth in the municipality.
- to review and examine the existing State policies that are relevant to local planning to ensure consistency between the State and local policy framework.
- to review and examine VCAT decisions and Victorian Planning Panel reports that are relevant to Whittlesea Planning Scheme.
- review and document planning scheme amendments that reflect the local strategic work that has been completed or carried out since the last review.



- to make recommendations for any required changes to the MSS, zones, overlays, schedules and other provisions of the Whittlesea Planning Scheme.
- to recommend removal of outdated provisions.
- to assess whether audit findings and recommendations made to the planning system and Council's process have been incorporated in business improvement processes.

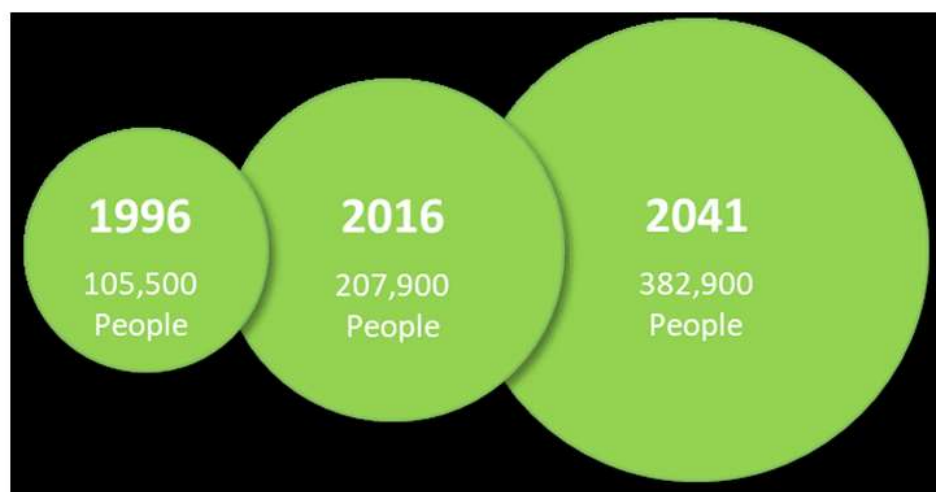
2. Planning Scheme Review 2018

2.1 Municipal context – Now and into the future

The City of Whittlesea is one of Melbourne's largest municipalities, covering a land area of approximately 490 square kilometres located about 20 kilometres north of the city. Whittlesea is the fastest growing area in the north of Melbourne, it is estimated that the population will grow in 2040 by 175,000 people. The number of dwellings is projected to increase by 62,400 in 2041, representing an 87 per cent increase from the 71,800 in Whittlesea in 2016 (SGS, 2018:4).

The population of Whittlesea doubled over the past decade and will nearly double again by 2040 (Figure 3). The 175,000 people increase represents an 84 per cent growth from the 207,900 people in 2016 (SGS, 2018: 5).

While the population is ageing, it will continue to mainly attract a diverse group of younger families moving to outer areas to establish a home. The challenge of rapid population growth will be to address the shortfall in physical and social infrastructure, access to employment and social disconnection.



Source: idcommunity 2017.

Figure 3: Population growth in the City of Whittlesea

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The City of Whittlesea is 1 of 31 councils identified as “Australia’s Fast Growing Outer Suburbs” (referred in this report as *FGOS*). In general, compared to the rest of Australia *FGOS* are younger, have significantly more couples with children, more likely to be born overseas and live predominantly in separate dwellings (iD, 2018: 8). Almost 1 in 5 Australians now call the *FGOS* home. These suburbs are growing by around 3.0% per year, well above the Australian rate (1.7%) (NGAA, 2018: 8)

FGOS are in transition, economically as well as demographically. Their populations and their economies are becoming more diverse. Despite the common perception, the *FGOS* are among the largest growing employment areas in Australia, with nine featuring among the top 25 growth LGAs between 2011 and 2016. On average, employment in the *FGOS* has grown by around 2.6% per year, well above the national rate of 1.2% per year and well above Regional Australia (0.4% per year) (NGAA, 2018:1).

The economic role and function of *FGOS* is generally geared toward its large resident base but it also has important export industries such as manufacturing, freight and logistics. An important finding from this analysis is the largely unforeseen increase in the average household size in the *FGOS*. This trend has major implications for the provision of physical and social infrastructure (NGAA, 2018:1).

The socio-economic profile of migrants to *FGOS* regions is also helping drive productivity. They are much younger, bringing new skills and opportunities not previously found in *FGOS*. It has been found that specialised qualifications in Accounting and Business and Management, Health and Engineering predominant in the residents of *FGOS*, these skills support the emerging trend of entrepreneurial businesses in *FGOS* (NGAA, 2018:15).

Research indicates that a growing population will mean Whittlesea will need more education, health, arts and culture services and infrastructure (SGS, 2018:22).

Identified opportunities

Research shows that a partnerships and innovative approaches to delivery of social infrastructure, including co-design, sharing of facilities and technology can make more use of what currently exists to address delivery of services and infrastructure challenges. To ensure Council is delivering and maintaining a high level of service, ongoing monitoring programs help to understand where services are having an impact, and where they may be required in future is also recommended. An undersupply of services and infrastructure will mean the broader community will have lower quality of life and economic opportunities and this will be most felt by those who are less advantaged, creating increasing inequality across Whittlesea (SGS, 2018:22).

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Land use changes

The research indicates that in industrial areas, while jobs in the manufacturing sector may decline, the sector will still make an important economic contribution. The sector's land use profile is likely to evolve as manufacturing continues to transition to cleaner, higher tech and less offensive activities. Many industrial areas will attract office activity and services (e.g. hospitality, other recreation activities such as gyms and childcare) to support the local workforce and attract a skilled workforce. These attributes will also support the attraction of modern industrial businesses which require high levels of amenity and access (SGS, 2018: 28).

Councils can provide the infrastructure to support start-ups that can evolve into new sources of employment and global businesses.

The new world of work has removed many of the barriers for people working for themselves. It allows "freelancers" to source their work globally and innovators to create new products. These new work arrangements can be supported by the development of infrastructure to support it:

- co-working locations with high speed internet
- technology and manufacturing makers spaces (where people can design and prototype new products together)
- support for the sharing and cooperative initiatives that bring local value back to local areas and support socially focused industries.

Opportunities to support and advocate for new industries, particularly around renewables and other emerging technologies and increase the skills within the community (both in higher and vocation education). This could be done, in conjunction with neighbouring Councils to support regional employment locations (SGS, 2018: 29).

2.2 Emerging issues for the municipality

Infrastructure provision – the extent and timing of provision

The rapid housing and population growth is outstripping State and Federal government funded infrastructure and service delivery. A growing population will mean Whittlesea will need more education, health, education and arts and culture services and infrastructure. The tightening of infrastructure funding makes it unlikely that the backlog will be filled soon.

This creates two distinct issues for the City of Whittlesea:

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- Delivering services to new growth areas populations, in line with the timing of development.
- Responding to the complex demand for services in established parts of the municipalities as the communities evolve.

The Whittlesea community will increasingly require social and community infrastructure. Partnerships and innovative approaches to delivery can help address delivery of services and infrastructure challenges, including sharing of facilities and technology. The City of Whittlesea is actively seeking innovative approaches and early delivery of services and infrastructure to new communities, working in partnerships with the State Government, developers and community organisations.

To respond to the challenges of managing the infrastructure of growth areas, Council engaged ID consulting to map the anticipated development roll out in the growth areas (PSP) in the next 30 years. The purpose is to understand when and where the growth is occurring, when certain infrastructure items are triggered to assist with cash flow analysis, planning and prioritisation of infrastructure delivery. However due to the lack of statutory controls around the sequencing of development and the associated infrastructure, proposals are being received by Council which are out of sequence. This is a growing issue for Council to address. This report recommends Council pro-actively work with the State Government and other Growth Area Councils in responding to these issues.

PSR Recommendation: Council advocate and work with the State Government and other Growth Area Councils in responding to out of sequence development and infrastructure provision.

Access to local employment

The jobs analysis in the iD report suggests that the FGOS traditional economic role and function is transitioning, with several indicators showing early signals of entrepreneurial activity (NGAA, 2018:2).

To successfully transition to the new economy, it has been identified that the fast growing outer suburbs need transformational infrastructure that responds to the high level of existing demand for housing and jobs. Transformational infrastructure includes transport and internet infrastructure as well as economic assets such as education facilities, e.g universities and health care facilities (NGAA, 2018:2). The City of Whittlesea is well placed to transition to the new economy, with an increasing young, educated population base and the location of significant health (Northern Hospital which services northern metropolitan Melbourne and surrounding country areas) and education facilities (RMIT and Melbourne Polytechnic) within the municipality. Fostering the growth of these and their ancillary industries will support economic development and local employment opportunities.

The future trends for employment for the City of Whittlesea include: health and education and supporting industries, construction, although it will likely transition from residential to



commercial activity, blue-collar jobs shifting to trades (that are less likely to be automated) (SGS, 2018: 28).

Recommendations in the SGS report regarding opportunities for the City of Whittlesea:

- In industrial areas, while jobs in manufacturing sector may decline, the sector will still make an important economic contribution. The sector's land use profile is likely to evolve as manufacturing continues to transition to cleaner, higher tech and less offensive activities. Many industrial areas will attract office activity and services (e.g. hospitality, other recreation activities such as gyms and childcare) to support and attract a skilled local workforce. These attributes will also support investment of modern industrial businesses which require high levels of amenity and access (SGS, 2018: 28).
- Retail and hospitality sector provides an opportunity to encourage a mix of uses in activity centres, and to create a diversity of spaces and experiences in centres. The challenge for Greenfield developments is in encouraging traditional Main Street development and the significant role "big box retailing" has in locating in Activity Centres.
- Supporting local events in centres (such as fresh food and other markets, festivals, etc.), providing civic spaces and supporting diversity of site owners help create diverse, investment attractive places, this balanced with the need for larger sites to enable redevelopment will support Activity Centre development. A strong network of centres will support 20 minute walkability and access to jobs and services.
- Activity centres are locations which can, in the long term, support higher order commercial (office) activity. This requires certain preconditions that Council can establish now (e.g. high levels of amenity and space for the centre to grow) acknowledging that may take several decades before the centre is mature enough to support these activities. It is important however that these are established early. Ensuring major institutional activities occur in centres will also signal to the development sector that the major centre will continue to be supported. For example, delivering health, government and institutional uses in centres and in accessible locations is crucial. Direct investment in Activity Centre network planning to support the delivery of 20 minute neighbourhoods will support growth and diversity, encouraging investment in these locations.

PSR Recommendation: Investigate the 20 minute neighbourhood approach to planning schemes to reflect State Planning Policy and improve livability outcomes for the community. An output of this approach may be to develop a Neighbourhood Centres Framework.



New Town Centres

The relative maturity of some of Whittlesea's centres has provided Council an opportunity to review how the current town centres are operating. An internal assessment of Council's new Town Centres have revealed the following key learning's of what is and not working:

What is working?

- Colocation of passive open space for recreation, gathering and local character.
- Colocation of community facilities assists creation of a community hub.
- Range of retail opportunities encourages local businesses and employment.
- Strong tree planting in Main Street improves character and pedestrian experience.
- Integration of existing natural features such as River Red Gums greatly improve sense of place and local identity.
- Built form assists legibility of entries and street enclosure.

What is not working?

- Traffic dominance and poor pedestrian environment.
- Dominance of signage.
- Inactive facades and internal fronting retail limits street activation.
- Servicing and storage areas of supermarket dominate facades.
- Lack of activation and seating to encourage street activity.
- Insufficient mix of uses or local walkable catchment.

PSR Recommendation: Consider developing guidelines for new town centre developments.

Social housing

The affordable housing problem has arisen due to a number of factors. The cost of home ownership has increased such that it has made home ownership almost unattainable; in 2016 the house price reached 11 times the average earnings. In addition to the cost of ownership, the housing stock in the public and social housing sector has not kept up with population growth.



The City of Whittlesea has far fewer social housing households compared to Greater Melbourne (1.3 percent compared to 2.6 percent, respectively). This is despite the fact that our municipality has some of the greatest levels of disadvantage in our state, such as Thomastown and Lalor. The City of Whittlesea has twenty-two per cent of our households within the lowest income range (\$0-\$38,480) and 23.6 per cent fall within the medium income range (\$38,352 to \$73,632.). As of September 2017 there are 2,573 applicants for social housing on the Victorian Housing Register in north east Melbourne (Whittlesea, Nillumbik, Darebin and Banyule), 49 per cent are priority access applicants. As such the role of Council in supporting the delivery of social housing is critical when considering the housing tenure mix. Council will continue to work with State Government in facilitating social housing in the City of Whittlesea including: voluntary affordable housing agreements, priority development applications for fast tracked planning permits, grant funding for social housing.

Impact of Electronic Gaming Machines

The City of Whittlesea is ranked the 7th highest among Victorian local government areas for poker machine losses. The statistics indicate that \$109.5 million was lost to poker machines (\$299,940 was lost to poker machines each day) in 2017/18 in the City of Whittlesea.

The Victorian Government recently moved to permit a 25 per cent increase in poker machines to reflect population growth in the northern growth areas of our municipality. Council has raised issues with this increase, stating that it does not consider the circumstances of residents in new communities who are often geographically isolated and have severely limited access to local leisure and recreation facilities. This leaves new and rapidly growing communities vulnerable to risk factors associated with gambling. This remains a key area of concern for the City of Whittlesea in our planning and delivery of new communities. The City of Whittlesea was successful in a recent VCAT case: *P2664 (ALH Group Property Holdings Pty Ltd v Whittlesea CC (corrected) 2017 VCAT 2164* (21 December 2017). In this instance, the increase of electronic gaming machines was not supported by VCAT due to the social and economic impacts of the location of the gaming machines causing social and economic harm to the community, and the proposal not resulting in a net community benefit.

With the introduction of VC148 local authorities have opportunities to identify objectives, location guidelines, venue guidelines, application requirements and decision guidelines for gaming. This would provide Council with greater guidance for the preferred location and outcomes regarding Electronic Gaming Machines and an opportunity to identify their position regarding these matters.

PSR Recommendation: Consider updating the schedules to the gaming provisions in the planning scheme to address the health and social impacts of Electronic Gaming Machines (EGMs) for existing and emerging communities.

Protection of native vegetation

The Victorian Government has committed to setting up a 1200ha Grassy Eucalypt Woodland reserve within the City of Whittlesea to protect this endangered native vegetation community.

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This will mitigate potential impacts of urban development on these woodlands in the growth corridors.

The Grassy Eucalypt Woodland Reserve will cover an area of land outside the Urban Growth Boundary (UGB) (south Donnybrook Road), with the boundaries yet to be determined. The Biodiversity Conservation Strategy identifies a broad investigation area where the reserve may be located. Specific boundaries have yet to be identified but intended for delivery as part of the Melbourne Strategic Assessment (MSA) program (Biodiversity DELWP 2017).

A large proportion of the region's remaining Grassy Eucalypt Woodland community – both inside and outside the urban growth boundary – is highly degraded. The MSA program, a State Government project, will protect a significant amount of the remaining woodland and manage it to restore its former biodiversity value (Biodiversity DELWP 2017).

Land in the reserve will be secured through voluntary means, including voluntary negotiated purchase by the Crown or voluntary legal agreements (restrictive covenants) under section 69 of the *Conservation Forests and Land Act 1987* (DELWP website).

The Biodiversity Strategy and Action Plan will aim to address the issue of biodiversity loss and fragmentation across the landscape. As a municipality that is facing rapid urbanisation, our local biodiversity is facing considerable pressure from the clearing of vegetation. This removal of habitat forces wildlife to retreat and creates an irreversible loss of local ecosystems. The loss of vegetation simultaneously increases the significance of the remaining habitat in rural areas. Increasing subdivision of rural properties into smaller properties and increased scale and use of roads adds to the fragmentation and loss of remaining habitat and heightens the hazard for wildlife movement through the landscape.

In developing the Biodiversity Strategy and Action Plan Council will:

- Assess biodiversity assets, threats and priorities for action across the municipality,
- Identify priority actions to help protect and improve our biodiversity assets,
- Guide Council's priorities for investment to protect biodiversity in the municipality.

PSR Recommendation: Update the planning scheme to incorporate relevant content and directions from the Biodiversity Strategy and Action Plan, once adopted.

Agricultural production and growth opportunities

The City of Whittlesea Land Capability Assessment Project (LCA) has identified that bio-physical and climatic conditions are favourable, now and in the future for agricultural productivity in the City of Whittlesea. There are a number of advantages to being in proximity to urban centres, including the availability of workers and opportunities to diversify an income stream with a stable income. This allows farmers to invest in technologies, machinery, and



operations, which result in better resource management, economic output, and efficiency; proximity to markets to sell produce including: the Wholesale Melbourne Market in Epping, local farmer's markets, direct selling, multiple food manufacturers, and regional markets for livestock products (City of Whittlesea, 2018:30).

In the City of Whittlesea, the total agricultural area, agricultural production and the number of agribusinesses have decreased since 2011. However, this has not translated into a decrease in economic output, which grew by \$4.1 million between 2011 and 2016. This indicates that the remaining agribusinesses are successful despite the challenges present. Among neighbouring areas, City of Whittlesea has the lowest percentage of agricultural land lost to other land uses since 2011.

This is particularly important in peri-urban areas since extensive farming is limited by farm size, farm consolidation is much more difficult, due to costs of land as such and land versatility being able to support multiple crops in smaller area is important to increase farm viability (City of Whittlesea, 2018:63).

The City of Whittlesea in conjunction with other partners evaluated the land versatility and identified where land can support multiple agricultural commodities. Land versatility in the City of Whittlesea is likely to be high now and into the future. This opens the possibility for diversification and sustainable intensification. In areas with lower versatility intensification is still possible due to high land capability of crops analysed.

The report found current zoning does not reflect the findings of the LCA. There are opportunities to explore the value in supporting RCZ and Green Wedge A Zone may support agricultural production. Currently, most of the agricultural activity takes place in the Green Wedge. Within the Green Wedge Zone (GWZ), 70 % of total usable land is highly versatile. However, in the Rural Conservation Zone (RCZ) and Green Wedge A Zone (GWAZ), the current planning provisions limit the opportunities to expand farming activities. In RCZ this is because of a focus on conservation despite high agricultural versatility in 65% of RCZ. In GWAZ this is because of land fragmentation which limit larger agricultural production despite high versatility in 87 % of GWAZ (City of Whittlesea, 2018:4)

While urbanisation is the main cause of concern for the loss of versatile agricultural land, lifestyle or hobby farming has recently received attention as potentially locking productive land out of future production. It creates the slippery slope of subdivision with irreversible conversion back to agricultural land. At the same time, the transition towards rural living land-use results in creating a more diverse mix of landholders with different values, property aspirations, and economic circumstances. Hobby small scale farmers can engage in a variety of production systems such as poultry, vegetables, nurseries, and horse agistment. Local Government needs to consider that the type or form of the proposed land-use could be incompatible with or sensitive to agricultural activities in the future. Minimising current and future land-use conflicts between agricultural activities and other sensitive land uses, especially urban development, is essential when encouraging investment, sustainable intensification, or expansion of agricultural activities (City of Whittlesea, 2018: 64).

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The food movement is defining a new role of agriculture in the context of climate change and resilience. It recognises that food production is *“arguably the highest policy priority on today’s global political agenda, in recognition of its widespread impacts on food security, employment, climate change, human health, and environmental degradation”* (Alexander Müller, study leader of The Economics of Ecosystems and Biodiversity in Agriculture and Food).

The LCA report identifies other opportunities for the City of Whittlesea’s rural areas:

- Harnessing storm water and waste water generated on the urban fringe for agriculture.
- Leverage the high demand from farmers for recycled water.
- Strengthen government investment in recycled water for agriculture.
- To increase support for farmers to sell directly to the public, including supporting agritourism experiences. An assessment of export opportunities including transport and air freight access.

PSR Recommendation: Investigate opportunities to respond to and implement the outcomes of the Land Capability Assessment Project, including the review of the zones to support agricultural activity.

Importation of fill

Unprecedented amounts of construction and development in urban areas means that the huge quantities of earthen material being removed have to be put somewhere, creating a market. Soil removal contractors are actively recruiting landowners in the Green Wedge to allow the depositing of ‘clean fill’ on their properties. This is highly profitable for both parties and poorly regulated to date.

There are obvious environmental, economic and amenity concerns for Council. Following changes to the planning provisions in 2014, the tools in the planning scheme to regulate this activity were reduced. The permit trigger is now performance oriented around drainage/groundwater, provided that the landowner is able to claim the use is related to agriculture. Specifically, a planning permit is triggered by:

- Earthworks which change the rate of flow or the discharge point of water across a property boundary.
- Earthworks which increase the discharge of saline groundwater.

Agriculture is a Section 1 use in the zone, which allows for importation of fill on rural properties. However, planning permission is required for specific earthworks/importation of fill.



There is a lack of direction regarding the level of evidence required to determine whether a permit is triggered. Landholders can proceed on the basis that there is an agricultural purpose, with Council resorting to monitoring the activity and stopping works when they have clearly moved beyond the stated purpose.

Council could consider planning scheme changes as an option, alternatively it may also be possible to work with the current triggers by being better informed and proactive in the planning/planning enforcement areas (see below).

Planning Scheme Amendment

Hume and Yarra Ranges have each amended the rural zone schedules in relation to earthworks, with mixed results. There is an advantage in having the opportunity to regulate the earthworks activity and Hume has been more successful in its approach than Yarra Ranges. However, DELWP are not supportive of other Councils emulating the Hume amendment.

Internal assessment model

Utilise LiDAR 2018 to:

- Enable modelling / analysis of specific sites that are seeking a planning permit and/or sites suspected of illegally dumping. The analysis would help Council form make an informed, defensible and timely decision on whether or not soil dumping on the identified sites would have the potential to change the rate of flow across a property boundary.
- Design a tool/process for Council officers to obtain modelling of the impact based on proposed volume of fill and its location in the context of the local watershed. It would provide a means to proactively engage with landholders making enquiries about the practice. At the moment, the perception is that Council has no grounds to require technical information from landholders. The tool should allow Council officers to estimate the outcome, so that their approach is proportionate to the potential damage.
- Identify areas in the rural/green wedge areas of the municipality that are high risk that could be more closely monitored, and inform the criteria / identification of key attributes that Council can use to provide guidance.

Non-planning scheme tools

- The information above and the hydrological modelling expertise that we have in Council at the moment could inform a list of requirements to inform pre-application enquiries, landholder education (Council website/rural news), and earthmoving contractors that are active in this area. For example, soil analysis and origin, site layout plan with sufficient detail to identify the specific locations and depth of the proposed soil filling, technical reports (stormwater management, compaction detail), ultimate rehabilitation. The land contamination risks are also a possible issue for Council as the Responsible Authority. Where soil dumping is proposed, there are EPA



recommendations for soil testing that must be applied before Council supports applications to import and place soil.

- Where a planning permit is triggered and supported, recommended planning permit conditions to ensure the activity is managed and the rehabilitation is completed.
- a letter of advocacy to DELWP to change state provisions to address the issue (land use term/particular provision).

Climate Change

Council has adopted a *Climate Ready Whittlesea* report in November 2017. This report identifies that planning can respond to climate change through a number of initiatives, including: protecting and connecting the natural environment so that plants and animals can adapt to changed climates, support and encourage renewable energy, support and encourage walkable catchments in planning which reduces the use of fossil fuels in transport, and encourage carbon sequestering (through tree planting), planning for physical environments to be adaptable to predicted changes to the climate and the impact on natural hazards. Many of these techniques and considerations are incorporated into Council's current approach. *Climate Ready Whittlesea* identified some specific opportunities for Council action, including some planning related responses including developing an environmentally sustainable development (ESD) local policy and urban heat island mitigation. An ESD policy was adopted by Council and subsequently gazetted in 2018.

The transition to renewables has the potential to create new industries and work in Whittlesea. The technological skills developed in economies that embrace renewable energy have been shown to be transferable to a range of new industries.

The Strategic Planning and Economic Development Department will continue to monitor how the planning scheme can assist in supporting adaptive processes and responses to predicted climate change scenarios.

Smart technology

Smart cities are a term broadly used to describe the proliferation of computers and networked sensors being integrated into the built environment. This technology generates huge amounts of data allowing real-time insights into the city. This data can be utilised to facilitate more efficient means of service delivery.

Smart technology can facilitate the following:

- Smart services such as parking management, environmental monitoring (pollution, water levels, water quality), bike sharing, on-demand transport services, intelligent public transport systems.
- Reduce energy and costs through intelligent lighting, efficient waste collection or smart water metering.

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- Support the city's economic development by expanding infrastructures to enable more smart services and solutions.

There is an opportunity for planning, particularly in the growth areas, to facilitate smart technology infrastructure in the public realm (roads, footpaths, power poles, parks and gardens) thereby utilising technology to benefit the urban environment. In the established areas of the municipality, the planning system has less capacity to influence or facilitate these outcomes other than where master planning opportunities arise.

The Strategic Planning and Economic Development Department will continue to monitor the needs of smart technology and possible influence of the planning scheme in facilitating these new technologies.

2.3 Key Council Corporate Documents

The following is a review of key corporate documents adopted since the last review.

Whittlesea 2040: A place for all

Whittlesea 2040 was a Council initiative in 2018 that involved working closely with the community to determine their aspirations and key priorities for the municipality and develop the new vision *Whittlesea 2040: A place for all*.

There are four goals to this vision, each with key directions to guide Council's work and partnerships with the community and others.

Goal 1 - Connected community

Key Directions:

- A socially cohesive community
- A healthy and safe community
- A participating community

Goal 2 - Liveable neighbourhoods

Key Directions:

- Well-designed neighbourhoods and vibrant town centres
- Housing for diverse needs
- Smart, connected transport network

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Goal 3 - Strong local economy

Key Directions:

- Increase local employment
- Education opportunities for all
- Successful, innovative local businesses

Goal 4 - Sustainable environment

Key Directions:

- Valued natural landscapes and biodiversity
- Climate ready
- Leaders in clean, sustainable living.

These goals and key directions will underpin Council's work and partnerships with the community and others.

Council Plan 2017-2021 Update 2019

The Council Plan 2017-2021 has been updated to align the Council Plan to the newly adopted Whittlesea 2040 vision. The Council Plan sets out a four year horizon for the priorities of the municipality. Each year a new Action Plan is prepared which lists the key strategies that Council will undertake to specifically address the needs of our community and achieve the goals and key directions of W2040.

The Council Action Plan 2019 identifies a range of major initiatives which it will undertake to achieve the W2040 vision. The following reflect those major initiatives which have a land use planning element and are relevant to the WPS:

Goal 1 - Connected community

1.1 A socially cohesive community

- Early activation of the growth corridor – work closely with developers, state government and emerging communities for better service access, participation and social connection.

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1.2 A healthy and safe community

- Improving community safety and preventing violence against women – invest into community safety, crime prevention, gender equality and prevention of violence against women/family violence.

Goal 2 - Liveable neighbourhoods

2.1 Smart, connected transport network

- Cycling and walking – continue to improve the local shared path network including Hendersons Creek Trail and McDonalds Road shared path, and advocate for further external funding.

2.2 Well-designed neighbourhoods and vibrant town centres

- Rejuvenating neighbourhoods in established areas – invest in the modern appearance and amenity of our suburbs.
- Improve established town centres – make retail and activity centres more attractive, particularly through traffic management and street scaping.
- Improve protection of historic dry-stone walls – use technology and planning tools so developers can protect and incorporate these important heritage features more effectively into our landscape and neighbourhoods.

2.3 Housing for diverse needs

- Delivering social housing in growth areas partnership project – partner with developers and housing associations across Whittlesea, Mitchell and Hume to increase supply of social housing.

Goal 3 - Strong local economy

3.1 Increased local employment

- Council provides ongoing services and programs to attract investment and support local businesses.

Goal 4 - Sustainable environment

4.1 Valued natural landscapes and biodiversity

- Council is finalising the Biodiversity Strategy and Action Plan to solidify key future initiatives to protect and grow appreciation of our local natural environment.

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4.2 Climate ready

- Greening Whittlesea Urban Forest Plan – plant more trees and grow community ownership of our local trees to adapt to climate change and build resilience.
- Integrated Water Management Strategy and Action Plan –secure safe and affordable water supply, prepare for droughts and mitigate against stormwater risks.

Municipal Health and Well-being Plan 2017-2021

The data analysis undertaken to inform the development of the Municipal Health and Well-being Plan included both physical and mental health, and chronic disease risk factors. In terms of land use planning, the Plan makes the following statements:

- Ensure that future Strategic or Capital Works projects contribute to the creation of safe, connected, liveable and community focused environments.
- Town centre and neighbourhood design reflects their important role as the social focus of communities.
- Undertake a feasibility study regarding the establishment of an Aboriginal Gathering Place. The feasibility study will explore potential sites, models of delivery and management, benefits including health impacts, community outcomes and budget.
- Undertake alcohol related harms data monitored and analysed to inform planning and liquor licensing decisions.
- Undertake scoping to inform the development of a local Food Security Policy and Partnership Plan that outlines Council and other stakeholders' role in relation to food access, supply and use.

The current Whittlesea Planning Scheme aligns with W2040, Council Plan 2017-2021 and the Municipal Health and Well-being Plan 2017-2021. The recommendations contained within this report will further support these corporate documents.

2.4 Key State Planning Policies and strategies

Plan Melbourne

Plan Melbourne is Melbourne's Metropolitan Strategy. A number of the key directions in Plan Melbourne impact the City of Whittlesea including:

- La Trobe National Employment and Innovation clusters;
- Metropolitan Activity Centres: Epping and Lockerbie;

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- State Significant Industrial Precincts – Northern Industrial Precinct;
- Health and Education Precinct;
- University Hill (including RMIT Bundoora campus);
- Protection of agricultural land and support for agricultural production;
- Identification and protection of extractive resources;
- Structure planning for neighbourhood activity centres to deliver 20 minute neighbourhoods;
- Encouragement of the design of neighbourhoods to enable walking and cycling and the early provision of active open space and sports fields.

Under Plan Melbourne Direction 4.1.1 there is a focus on supporting a network of Neighbourhood Centres and a focus on 20 minute neighbourhoods, specifically Plan Melbourne states: “Planning neighbourhood centres that maintain their “village” character and feel, while enabling a mix of goods and services, is a key role for local governments working with their communities.” This approach reflects council’s vision and Council Plan and is consistent with feedback received from the W2040 community consultation, in that the community loves their local shops, shopping complexes, variety of social dining options, local businesses, services and opportunities to work locally. The network of activity centres contribute to achieving Council’s vision for “sustainable neighbourhoods” daily, weekly shopping needs.

PSR Recommendation: Investigate the 20 minute neighbourhood model for the municipality to reflect state planning policy and improve livability outcomes for the community. An output of this approach may be to develop a Neighbourhood Centres Framework.

Biodiversity 2037

Biodiversity 2037 (DELWP) is Victoria’s strategy to stop the decline of the State’s biodiversity assets and improve the State’s biodiversity values. The strategy is supported by the *Biodiversity 2037 Implementation Framework*. The detailed investigations as part of Biodiversity Action Plan may provide opportunities to further implement *Biodiversity 2037*.

The Grassy Eucalypt Woodland Reserve (which is located in the City of Whittlesea) is identified as an investigation area for future protection due to the endangered status of the vegetation community. The importance of these areas are known to Council and are currently covered by ESO1 and ESO5, however opportunities to secure the protection of 1200ha of the Grassy Eucalypt Woodland Reserve may be further investigated.



PSR Recommendation: Update the MPS to identify the Grassy Eucalypt Woodland Investigation Area and flag its biodiversity significance in the Whittlesea Planning Scheme. Investigate opportunities for further policy support for securing the protection of the Grassy Eucalypt Woodland Reserve.

Victoria's 30 Year Infrastructure Strategy

The State Government released its first 30 year infrastructure strategy in 2016 which covers all types of infrastructure, including the role of SMART technology and autonomous vehicles.

Autonomous vehicles (AV)

The emergence of automated and zero emissions vehicles will affect the whole of Victoria in a more profound way than any one major project affecting a particular part of the network. Victoria's economy is forecast to perform 2% better in 2046 in the fully automated vehicle scenarios than in the base case. The value of this benefit is projected to be worth \$14.9 billion in 2046, and will increase over time in line with economic growth. Consumers are also projected to benefit from lower costs for automated and zero emissions vehicles, with the average Victorian who travels 15,000 kilometres saving 13–30% if they owned their own vehicle, with an additional 40% benefit for those who use shared fleet services instead of owning their own car.

The benefits of AVs regarding mobility, accessibility and equity needs to be balanced against sound planning principles and urban design outcomes that cities are aiming to achieve. AV may potentially increase the number of vehicles on the road at all times of the day leading to worsening congestion, dead running of vehicles, perhaps less walking and cycling - particularly in lower density areas. On-demand transport services has the potential to eliminate transport disadvantage but also the potential to increase congestion, place greater demand on kerbside space for drop-off and pick-up and therefore negative impacts on people using the public realm. Management and regulation of AVs and on-demand services will need to be addressed to suit our preferred planning outcomes.

Council officers attended workshops with Infrastructure Victoria regarding AVs and the potential impact these may have for transport network planning. At this point in time, it was agreed that Council would continue to monitor the initiatives being explored for AVs in terms of future land use implications and opportunities.

Road Network Efficiencies

Regardless of the scenario, autonomous vehicles are predicted to increase the effective capacity of Victoria's roads. Even some automated vehicles mixed in with non-automated vehicles will reduce congestion. The modelling shows us that in the Slow Lane scenario, in which over half of the vehicle fleet are non-automated, average speeds are much higher than in the base case (39%), and average delays are much lower (75%). In the fully automated on-demand scenario of Fleet Street, average speeds are 17 kilometres per hour higher, a 54% increase, while average delays are reduced by 32 seconds per kilometre (a 90% reduction).

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Public Transport Demand Increasing

All scenarios have much higher levels of public transport use across all modes than today. Even the scenario with the lowest usage (Private Drive) has more than double today's public transport patronage, and the scenario with the highest usage (Fleet Street) has over four times today's patronage. Regardless of scenario, public transport is likely to remain a vital part of Victoria's transport mix in the future.

Infrastructure Requirements

Physical and digital road infrastructure will need to adapt to a future with automated and zero emissions vehicles, though the specific changes to be made are still uncertain at this stage of development of the technology. There is little evidence at the moment to suggest that physical road assets need to be changed to accommodate automated vehicles (such as road strengths, road design approach, bridge strengths or barrier design), other than keeping current roads in good condition, standardising approaches to road works and ensuring lines and signs are able to be read by automated vehicles.

Urban Design Implications

Potentially streetscapes could be re-designed as AVs would require less road space therefore streets that have multiple lanes for traffic could be reduced and space used for other modes. AVs are predicted to reduce accidents so streets are expected to be safer for all road users. Also, car parking could be greatly reduced if AVs are shared and on-demand, meaning re-using space currently dedicated for car parking.

Electricity Consumption and Demand

Total consumption of electricity is projected to be between 23% and 56% higher in all battery electric vehicle scenarios. Electricity demand, and therefore cost, is highest where vehicles are privately owned and there is no mechanism to influence charging behaviour, such as an incentive to charge at off-peak times. Taking steps to influence charging behaviours, for example through price incentives or controlled charging, could mitigate the amount of additional investment required and provide cost savings to Victorian consumers.

Accessibility Benefits

AVs have the potential to deliver significant accessibility benefits to individuals currently unable to operate a vehicle, such as Victorians with mobility impairment or the elderly. If 50% of the people in these cohorts at risk of social exclusion benefit from the emergence of automated vehicles, the potential value of automated vehicles to this group of people alone could be \$6–7 million.



Health and Emissions Benefits

AV and zero emissions vehicles are also projected to substantially reduce adverse health outcomes from exposure to pollutants harmful to human health. Similarly, the potential reduction in greenhouse gas exhaust emissions, estimated to be up to 27 million tonnes CO₂ equivalent, would make a large contribution towards meeting Victoria's overall greenhouse gas emissions targets.

2.5 Current Reforms - Smart Planning

As part of the Victorian government's *Smart Planning* program, changes were introduced to the structure and operation of the Victoria Planning Provisions (VPP) on the 31 July 2018 (VC148).

The reforms delete the State Planning Policy Framework (SPPF) and replace it with a new Planning Policy Framework (PPF) which aims to integrate local planning policies with the relevant state and regional (if applicable) policies (i.e. Clause 10-19 of the VPP) to improve the usability of planning schemes. The PPF reform also introduce a new component into the Planning Scheme; a *Municipal Planning Strategy* (MPS) which will essentially replace the function of a MSS. The MPS is intended to identify the overarching strategic planning directions of a municipality.

Policy neutral translation

All Planning Schemes need to transition to the new PPF. This involves translating the Local Planning Policy Framework (LPPF) into the new PPF structure, which will be guided by the *LPPF translation manual* (DELWP, September 2018). The PPF translation will be 'policy neutral' which will enable the Planning Scheme to be amended via a streamlined Ministerial amendment process, thereby minimising the transition process. Policy neutral means that while the location of Council's content in the MSS and LPPF will be changing, the intent of Council's existing planning policy will be retained. In some instances, content may be deleted where it is deemed that the content duplicates existing state or regional policy.

In light of Council having recently updated its MSS via Amendment C197 in 2017, the City of Whittlesea has been included in the first group of Councils to undergo the PPF translation. The policy translation is being coordinated by DELWP, in consultation with Council Officers and is anticipated that it will be completed by mid-2019. Given this is a policy neutral translation, it is anticipated that once it has been completed, the new MPS and PPF may need to be reviewed further to address any gaps or opportunities identified to adequately reflect Council's vision, strategies or policies. This would need to be done via a separate planning scheme amendment.

PSR Recommendation: Review and update the MPS and PPF to address any gaps or issues identified, following the PPF translation of the WPS in 2019.



2.6 Thematic review of key Council strategies

This section of the report provides a summary of selected Council adopted strategies and documents adopted since the last planning scheme review, which have land use planning relevant content.

Theme 1 – Environment

Open Space Strategy 2016

This Strategy guides the future design and management of public open space in the established areas of the City of Whittlesea. It documents and addresses the open space needs of the existing community and forecasted population.

The Strategy contains the following content that could be included in the MPS:

- To continue to protect and enhance the closed drinking water supply catchment areas of Yan Yean Reservoir and Kinglake National Park. While the catchment areas are unavailable for the public to visit, they significantly contribute to the biodiversity values.
- The landscape values of the municipality to provide an essential service being a major part of the potable water supply for metropolitan Melbourne.
- The biodiversity, attributes of Craigieburn Grasslands Nature Conservation Reserve, Plenty Gorge Park and Kinglake National Park in providing habitat for fauna and flora of National and State significance.
- The remnant River Red Gums contributing to a unique environmental and landscape character and quality to the open space reserves.
- The significant open space corridors protecting and supporting biodiversity with the potential to integrate improved recreational access and connectivity. The major waterways including the Plenty River and a large proportion of its upper catchment, the whole of the upper catchment of Darebin Creek and significant reach of the Merri Creek.
- The diverse topography extending from the relatively flat volcanic plains with the remnant River Red Gum Woodland through to the Great Dividing Range in the North. Quarry Hills and the future Quarry Hills Park will provide significant green space for the future community.
- The following four major community parks in the established urban areas to function as destination community parks, including: Norris Bank Reserve, Quarry Hills Regional Parkland, Whittlesea Public Gardens and Mill Park Recreation Reserve.



PSR Recommendation: Update the planning scheme to incorporate and map relevant content from the Open Space Strategy into the MPS.

Street Tree Management Plan 2016 – Greening Our Streets

The purpose of the street tree management plan is to:

- enhance the community’s sense of place through the provision of attractive tree lined streets.
- ensure safe and functional streetscapes through the implementation of best practice street tree management.
- ensure social equity through the equitable delivery of the street tree planting programs across all suburbs.
- retain street trees through appropriate management.
- improve the liveability of suburbs by working together across Council, with the community and developers to ensure street trees are adaptable to future changes in climate and maximise the benefits of street trees to the community.
- achieve a minimum canopy cover of 30% across the urban streetscape.
- ensure all urban streets within the City will be lined with uniform tree planting within 10 years. Improving the diversity of our street trees, with no individual species or age of tree being over represented.

Amendment C200 which implements the Council’s Housing Diversity Strategy and was approved in April 2019 (awaiting gazettal in May), introduces a local planning policy and residential zone schedules for multi-unit developments.. The schedules include preferred character objectives such as space allocation for canopy trees and changes to rear setbacks and the size of private open space so as to provide sufficient space for the trees.

Climate Ready Whittlesea – Climate change adaptation plan 2017

The Climate Ready Whittlesea – Climate change adaptation plan was adopted November 2017. The plan was developed to ensure that the City of Whittlesea is undertaking the necessary actions to ensure our organisation is adapting to the ongoing changes in our climate. Its focus is on the organisation and making sure that our services and assets are taking into consideration the latest science so that we can build a vibrant and resilient city.

It looks at the current adaptation activities that Council is undertaking in regard to extreme temperatures, rainfall, drought, storms, flood and fire. It also looks at the opportunities and challenges facing Council which has informed an adaptation plan.

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The actions identified that have a land use planning element include:

- Identify the key sensitivities and adaptive capacity of the Whittlesea community and develop a heat vulnerability map for the City of Whittlesea.
- Develop and introduce an environmentally sustainable development (ESD) local planning policy into the WPS to improve the thermal capacity of some housing stock (to help reduce heat related illness).
- Focus activities on protecting core habitat patches and refuges along waterways.
- Consider climate change effects on habitat in the preparation of the Biodiversity Strategy and Action Plan.

In measuring heat vulnerability, tree canopy coverage was identified as an indicator for long term action taken by Council to reduce the impact of rising temperatures. The increasing tree canopy coverage has been identified as one of the most cost efficient and effective strategies for reducing the urban heat island effect, thus reducing the local impacts of heat in our environments. Increasing tree numbers within Whittlesea, over and above standard planting programs, will increase carbon sequestration and thus contribute to reducing carbon emissions.

It was identified that the provision of better quality housing has a significant impact on environmentally related health issues. The inclusion of ESD provisions in the planning scheme will help to increase the thermal comfort of dwellings.

Climate change will also impact natural ecosystems and biodiversity although the extent of any impacts is difficult to predict. It is likely to exacerbate the existing threats, as well as introducing new threats into the system. To address this issue, further work has been identified to protect core habitat and to consider climate change effects in the preparation of the Biodiversity Strategy and Action Plan, due for adoption in June 2019.

Some of these actions have already been implemented into the WPS. Amendment C200 (discussed above) introduces a local planning policy and residential zone schedules that provide for canopy trees in multi-unit developments. While GC110 which introduced a local ESD policy was gazetted in October 2018. Actions related to the implementation of the Biodiversity Strategy and Action Plan will be reviewed following its adoption by Council.

Theme 2 – Economic

Economic Development Strategy 2017

The Strategy outlines Council's vision to attract 10,000 new jobs to the City of Whittlesea over the next five years. This is an ambitious vision focusses on helping to sustain and grow local jobs.



To achieve this vision, Council has set 20 goals underpinned by the following five key directions:

- Strive to build a healthy, prosperous and resilient community
- Foster an environment that encourages the development of a vibrant local economy
- Capitalise on the city's human, natural and built resources to maximise local employment
- Promote the municipality as an attractive destination to invest and work in, visit and enjoy
- Collaborate with community, businesses and government to deliver resources and opportunities.

Supporting and growing our existing businesses, small and large, and attracting new jobs for our growing population is critical to improve the prosperity and liveability of our local community. It is recognised that achieving this vision will require coordinated action across Council and encouragement from the broader community including businesses, investors, developers, other levels of government and regional partners, to work together to achieve economic growth.

Some of the goals outlined in the Strategy which are relevant to land use planning and the planning scheme include:

- a) facilitating the establishment of a business incubator or co-working spaces;
- b) attracting investment to Epping Central underpinned by a clear and integrated masterplan;
- c) protecting rural land from urban growth;
- d) supporting the agribusiness sector;
- e) positioning our city as a critical player in establishing Melbourne's north as a nationally significant food hub;
- f) support our local food manufacturers to increase their profile and export rates nationally and internationally;
- g) strengthen and promote our visitor economy.

To support the development of business shared space / co-working locations Council is investigating the option of unused industrial sites that may cater for "maker spaces"/creative industries. The Strategy identifies that opportunities exist for Council to consider supporting new industries and start-ups particularly around emerging technologies such as renewables that can evolve into new sources of employment and global businesses.

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The State Governments introduction of the new Commercial 3 zones supports these “enterprise land uses” and may be an appropriate zone to apply for new enterprise areas or underutilised land which buffer sensitive uses and activity centres. Further assessment of the future needs of business/commercial employers in the City will be informed by the ongoing collection of CLUE data (Census of Land Use and Employment). CLUE data was first collected in 2015, with the second collection due to commence in May 2019. In future, the CLUE collection will be conducted every two years.

Arts Development Strategy 2016-2020

The Strategy provides key directions which may be useful for the MPS, including:

- Utilise public art to enhance public spaces.
- Utilise creative design of the public realm to reflect the cultural diversity of the City of Whittlesea.
- Develop public spaces which support creative use.
- Encourage the design of public buildings, spaces and Council assets to reflect our rich cultural and historical landscape and particularly our Aboriginal and culturally diverse communities.
- Support the development of the Cultural Bridges Intercultural Centre in South Morang.

The current MSS supports the utilisation of public art to enhance public spaces. Once the location of the Cultural Bridges Intercultural Centre is finalised, this could be identified in the MPS.

Thomastown Industrial Area Plan 2018-2038

The Thomastown Industrial Area Plan was adopted in 2018. It identified that Thomastown had a high proportion of functioning businesses and comparably low vacancy rate for existing buildings (5.7%) across the wider industrial area (industrial precincts typically averages 6% to 12%).

The Plan identified opportunities in improving the economic opportunities in the municipality, including utilising the locational and infrastructure advantages. The Plan identifies that the increased global competition and industry restructuring has provided opportunities outside the traditional manufacturing sector and a more diverse growth in industries has occurred. The Plan states that there are opportunities available for a variety of businesses with a range of sites and building formats, together with good separation from sensitive land uses via main road boundaries. It notes where businesses of the same product/industry have been clustered together; it has provided agglomeration advantages for business operators. Large developers have been attracted to invest in new and higher quality



industrial estates in some locations, improving amenity and increasing business and employment activity in the area.

The low vacancy rates in Thomastown illustrates that the area is performing well, with the Plan identifying future options for improving the public/streetscape amenity.

Theme 3 –Social

Community Building Strategy

The Strategy recognises that community building actively fosters strong, resilient and connected communities, amplifies local community voices, and enhances the capacity of communities and individuals to achieve their goals. A community building approach requires people, groups and organisations to work together to build connections, understanding and confidence. This enables shared identities and aspirations to emerge and builds a sense of collective responsibility for community wellbeing.

The Community Building Strategy several key principles, of which the following have some relevance to the planning scheme:

- Equity, access and inclusion - we support the development of a safe and inclusive community, and promote respect for diverse values, abilities, beliefs, cultural practices and ways of living.
- A place-based approach - we have a place based approach to planning, service delivery, engagement and advocacy that is inclusive and equitable in its response to local community needs and aspirations.
- Adopt a place-based approach to all of Council's work.

Community Safety and Crime Prevention Principles

The objectives for *Community Safety and Crime Prevention* aim to influence change in social conditions that influence offending, including social and economic drivers, strengthening community and social connection, improving education and employment opportunities; implementation of strategies aimed at preventing racism.

Council aims to support a built environment which is safe, welcoming and promotes community connection. A key theme identified in the community safety and crime prevention is "Safety in the built environment, parks and public space". CPTED principles are identified in the MSS of the WPS and integral to open space/parks design.

Disability Action Plan 2017

The Disability Action Plan identifies the need to encourage greater housing options for people living in the City of Whittlesea with a disability including the need to: encourage a range of affordable, accessible and adaptive housing in the municipality. The Plan also identifies the need to support accessible crisis/emergency accommodation and/or family violence refuges.

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Amendment C200 (discussed previously) introduces a local planning policy and residential zone schedules. The policy seeks to improve accessibility and adaptable outcomes of multi-unit developments.

Health and Wellbeing Partnership Plan 2017-2021

The Plan was adopted in 2018 and aims to ensure that future strategic or capital works projects contribute to the creation of safe, connected, liveable and community focused environments. It highlighted that town centre and neighbourhood design reflects their important role as the social focus of communities providing places for people of all ages to meet, a community hub, and a focus for local identity and civic pride. An action from the Plan includes undertaking a feasibility study regarding the establishment of an Aboriginal Gathering Place.

Preventing Alcohol Related Harm Policy 2016.

This Policy includes the following key direction includes: assessing the potential social impacts of alcohol, reviewing and pilot planning tools to assist planning officers to analyse and determine applications for licensed premises and strengthen collaborative processes for Liquor Licence assessment and utilise local data for Social Impact Assessment (SIA), including location, proximity to sensitive land use, size, opening hours, SEIFA, potential social impacts and focus on packaged liquor licences. The policy identifies the need to collect, monitor and analyse alcohol related harms data to inform planning and liquor licencing decisions, this work is currently being undertaken and will inform future actions for Council.

Adoption of Precinct Structure Plans

A significant number of PSPs were gazetted into the Planning Scheme, subsequent to the last planning scheme review; as such the current MSS makes no reference to these significant growth fronts for the City of Whittlesea. This is a significant oversight in the current draft PPF which will need to be addressed.

PSR Recommendation: Incorporate details of recently gazetted PSP's into the PPF, as appropriate

Theme 4 - Transport

Travel in our municipality is framed by 3 north-south corridors: Plenty Valley corridor, Epping Road/High Street corridor and Yan Yean Road corridor. The capacity of these 3 corridors fall short of accommodating our current population at peak travel periods. Growth in the Epping North/Wollert and Mernda/Doreen areas will result in significantly more congestion along these corridors.

Recent Victorian Government commitments to the Mernda Rail Extension and the O'Herns Road interchange (with Federal Government assistance) will improve our transport network, although further infrastructure is required.

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High levels of population growth are projected to continue, particularly in the north of the municipality. The challenge for growth areas is to match this rate of development with appropriate infrastructure. As job creation is likely to be slower than population growth, highlighting the need to address transport capacity issues in line with population growth is necessary to support access to employment. During morning and evening peak times, journey to work trips stretch the capability of the network in both growth and established areas with congestion highest along Cooper Street and the Epping Road/High Street corridor.

Currently, employment in the municipality is concentrated in the Cooper Street employment area in Epping (near the Hume Freeway), in Epping Central and South Morang and in the Thomastown industrial area adjacent to the Metropolitan Ring Road. Most existing jobs generated are from small businesses, with 25% of all businesses involved in manufacturing. The growth of local employment is key to addressing traffic congestion within the City.

Road and Public Transport Plan 2017

The Plan identifies improved road networks (including upgrades from rural to urban roads); improved links to local destinations; links to arterial road network; intersection upgrades, including train station parking; Wollert public transport corridor; improved bus network to support mass transit to jobs; focus on Activity Centre accessibility, Epping North and Wollert bus services and identified cycling routes.

Road Safety Strategy 2017

The strategy identifies the following actions to improve safety of all road and path users: reviewing road space allocation, addressing “trouble spots”, road trauma of pedestrians, prioritising the design of roads and intersections, and identify actions to facilitate behaviour change to enhance road safety. In terms of behaviour change this includes: facilitating appropriate speeds, recognising pedestrians, cyclists and motorcyclists as legitimate road users, providing mode separation where possible, creating an action matrix which identifies behaviour change initiatives, undertaking road upgrades that consider future vehicle needs, designing new roads with future technology in mind and retrofitting existing infrastructure.

Whittlesea Bicycle Plan 2016-2020

Council is committed to adopting cycling as a viable transport mode for a wide variety of trips, ensuring that the municipality is a great place to ride and residents have made the decision to ride more often.

The Plan identifies the need for cycling networks which support appropriate distance to destinations. Cycling trips out of the municipality are less attractive as activity centres in neighbouring municipalities are often beyond a reasonable cycling distance for active travel and to jobs. Industrial land uses and waterways along the boundary of the municipality limit cycling connectivity between residential areas of the City of Whittlesea and those of adjoining municipalities.

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Despite the expansion of bicycle facilities in the City of Whittlesea, routes often lack connectivity. There is strong recognition from the local cycling community that the best way to encourage more active travel is to provide better connections to schools, public transport, shops and parks. This includes not only more paths and lanes but also includes signs highlighting bicycle routes, improved crossing facilities and end-of-trip facilities.

PSR Recommendation: Map the various multi-modal networks and associated infrastructure in the MPS.

2.7 Current strategic projects

Review of Epping Structure Plan

The Epping Central Structure Plan review project is the five year strategic review of the document and associated planning controls.

The Structure Plan was completed in 2011 and was the result of extensive background work and consultation. The plan was amended in 2013 as part of its implementation into the Whittlesea Planning Scheme via Amendment C130 which was finally approved in March 2015. The plan is fundamental in assisting Epping Central realise its potential as a Metropolitan Activity Centre and implements the vision of Whittlesea 2040. The vision of the plan is consistent with the goals contained within Whittlesea 2040.

In 2017, a review was undertaken in respect to the current state of Epping Central Activity Centre and the strategic and statutory framework which applies to it. The review identified a number of key issues which are required to be resolved to enable the centre to realise its vision and potential.

Plenty Valley Structure Plan

The Structure Plan provides a coordinated plan to guide the development and investment in the Plenty Valley Town Centre for the next 20 years. The plan identifies the strategies and actions to be implemented to realise the vision for an attractive, accessible and vibrant Town Centre. It is currently subject to a planning scheme amendment, C204.

Thomastown-Lalor Structure Plan

The townships of Thomastown and Lalor are identified as Neighbourhood Activity Centres in the Whittlesea Planning Scheme. Structure Plans must be prepared for Principal and Major Activity Centres and can be prepared for Neighbourhood Activity Centres where there is a demonstrated need. A Master plan has been prepared for the Thomastown High Street shops and the Lalor shops but mainly focussing on streetscape and public realm improvements. There is a need to look at the overall design and fabric of the two towns and to introduce developer contributions.

The Master Plan identified the need for additional strategic work to be undertaken in the broader locality, to guide the use of land and built form over 20 years. The Master Plan recommended that a Structure Plan be completed in 1-2 years to address the issues that were

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not addressed in the Master Plan for example zoning and use of land, activation, safety and wellbeing, transport, community infrastructure, sustainability and design and built form. This work is currently underway.

Housing

The Housing Diversity Strategy (HDS) was adopted in 2013. The Strategy sought to improve the quality, design and range of housing typologies being delivered to ensure new housing in the municipality would suit the needs of the community.

As part of the Stage 2 implementation of the Council undertook an amendment to the WPS to introduce a local planning policy and new residential schedules (C200). The amendment sought to provide guidance on the typology, scale, design and quality of housing being provided. This included a focus on accessible housing and provision of canopy trees and improved open space outcomes.

In preparing the amendment, Council examined the current population projections which underpinned the assumptions of the HDS. The current projections indicate that an adequate supply of housing for the future population of the established areas is being delivered and is forecast to continue to be delivered between now and 2037.

The research found that multi-dwelling developments are delivering dwellings with numbers of bedrooms that correlate very well with current household types. On this basis, it is likely that the housing market is reasonably responsive to demand for variations in number of bedrooms and will continue to be so as household types change. However, the housing market is not delivering adequate numbers of accessible and adaptable dwellings. An analysis of housing data showed that the delivery rate for accessible housing is 3.28%, which is well below the reported demographic need for accessible housing of 11 – 12%.

It was identified that additional policy support was required to ensure accessible housing is delivered in larger multi-dwelling developments, particularly in areas that have good access to transport and services. There is potential also for increasing the delivery of dwellings with variation in the number of bedrooms within larger developments where two bedroom housing is the dominant form. Existing planning scheme support for accessible housing was not delivering this housing type in sufficient numbers to meet community needs. Housing affordability trends should continue to be monitored in the established areas.

Amendment C200 which was approved in April 2019 (awaiting gazettal in May), introduces a new local planning policy and zone schedules to:

- Support the development of accessible and adaptable housing and encourage it's provision in areas close to transport and services.
- Support variation in the number of bedrooms in a development of ten dwellings or more.

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- Encourage development that is designed to improve energy efficiency and the internal amenity of housing to ensure housing is attractive, comfortable and affordable to live in.

2.8 Monitoring the effectiveness of the Scheme

Peer Review Recommendations (C197)

Amendment C197 represented the outcome of Action 3 of the implementation of Planning Scheme Review 2013. Action 3 sought to update the MSS to include relevant content from Council's adopted strategies and policies. As part of this project, the proposed new MSS was peer reviewed by an external consultant. In addition to revising the content of the new MSS, the report provided further advice on how the WPS could be further improved. Many of the additional recommendations provided involved changes to the LPPF; many of which will be addressed through the State Governments Smart Planning program, in particular the PPF translation.

VCAT – Planning Appeals

Multi-unit development applications make up the majority of VCAT applications. Many of the issues identified in these VCAT decisions were identified as part of the Stage 2 implementation of the Housing Diversity Strategy, which will be addressed through Amendment C200. C200 will introduce a local policy and zone schedules into the WPS.

Other types of VCAT appeals include subdivision applications covered by a DPO and applications for child care centres, medical centres and service stations type uses in inappropriate locations, including on arterial roads.

Council has a significant oversupply of child care centres, many of which are speculative applications. Amendment C223 (gazetted in March 2019) introduced an updated Child Care Centre policy to require applicants to demonstrate 'need' for a centre, and where this need could not be demonstrated, for the centre to be located in an activity centre or community hub location. The policy also seeks to address other locational and design elements of these applications.

With respect to other commercial types uses, an opportunity exists to address the issue of non-residential uses within residential use zones, particularly in the context of considering applications under a Development Plan Overlay.

The VCAT case *TAG-Wollert Pty Ltd v Whittlesea CC (2017) VCAT P446/2017* highlights issues pertaining to Urban Growth Zone (Schedule 5) which is consistent with feedback received from internal stakeholders. The advice identified that the quality of the Plan7b of Schedule 5 made it difficult to determine whether a permit is required under Clause 52.17 for native vegetation, recommending that the map be improved or the process simplified. The referral authority status of relevant authorities for the assessment of quarry and landfill buffers was also raised. The VCAT decision also noted that the name of one of the reference documents



also needed to be amended. This report makes recommendations to address some of the identified issues with the assessment of Precinct Structure Plans and Urban Growth Zone (Schedule 5).

PSR Recommendation:

- Investigate the need for a local policy to provide guidance on non-residential uses in residential zones
- Review Urban Growth Zone Schedule 5 in light of the issues identified above in the VCAT case and by internal stakeholders.

State Agency feedback

Dept of Jobs, Precincts and Roads (DJPR) - Extractive resource

The issues raised in the DJPR submission which relate to extractive resources, can be summarised as follows:

- Update the MSS to identify resources and quarry related matters, including provision of a map showing: Extractive Industry Interest Areas, current Extractive Industry License sites, reference to electronic systems for updated mapping, as well as providing update local policy statements recognising the importance of resources.
- Consider applying the Special Use Zone (Schedule 4) as appropriate, to all current Work Authority sites to update existing zoning controls and reinforce the importance and protection of quarries within the municipality.
- Considering referencing the following documents in the WPS:
 - Joint Ministerial Statement – Extractives – Rock Solid Foundations for Victoria's Growth 2018;
 - Helping Victoria Grow – Extractive Resources Strategy – June 2018;
 - Guidelines and Codes of Practice related to minerals;
 - Guidelines and Codes of Practice related to extractives.

Council recognises that extractive industry operations and reserves of future extractable materials are vitally important to support Victoria's growing population and associated housing and infrastructure requirements. It is also noted that given the transport costs associated with these reserves can be very expensive, it is important that they are located close to where they are required and that future reserves are protected via planning mechanisms to ensure long term availability.

The *Extractive Industry Interest Areas (EIIA)* is a State government designation applied to land that has been identified as being likely to contain stone resources of sufficient quantity and quality to support commercial extractive industry operations. A change to the Urban Growth



boundary in 2010 resulted in the bulk of Council's existing EIIA being brought inside the Urban Growth Boundary.

Council Officers recently completed a project that looked at the status of existing extractive industry operations within the City of Whittlesea, an action identified Council's Green Wedge Management Plan. The project identified 9 extractive industry sites that currently operate within the municipality. The status and nature of quarrying operations including the material extracted, estimated lifespan, Work Authority requirements and relevant buffers that apply to each site were also documented.

The project found that due to the advance precinct structure planning (PSP) work that has occurred in the growth areas (led at a State level) most of the designated EIIA is now identified for some form of urban growth. This presents a policy conflict between the purpose of the EIIA to ensure the long-term protection of the resources and the urban designation. Further, the advanced PSP work potentially undermines the long-term viability and protection of the existing or future extractive industry operations within the City of Whittlesea due to the associated buffer requirements.

Council subsequently wrote to DJPR (and DELWP) to request they review and potentially remove the EIIA from all parts of the municipality due to the conflict between its designations. Council also met with DJPR, who are aware of the advanced planning in these areas and the conflict this creates for the EIIA designation. DJPR advised that are currently undertaking a pilot project investigating possible *Strategic Extractive Resource Areas (SERA)* with two Councils. While not directly related to the EIIA, DJPR advised that they will await the outcome of these pilot projects before considering the approach to the EIIA. In the meantime, DJPR are working with State and local Government to address specific local issues as they arise.

As an outcome of Council's project, the extent of the buffers to all existing extractive sites were mapped and input into Council's internal GIS system, together with other key information. Capturing this information will assist planning outcomes for land in and around these sites.

The following comment is provided to the specific issues identified by DJPR to the current planning scheme review:

- Opportunities to update and strengthen locally specific extractive resources content in the MPS and PPF will be considered, noting that local policy content cannot duplicate existing State policy content. This will be considered as part of a review of the MPS, post PPF translation, including:
 - Potential updates the MPS and local policy statements;
 - Potential inclusion of a map of current Extractive Industry License sites;
 - Potential inclusion of relevant reference documents.



- It is not appropriate at this stage to include a map in the MPS showing the EIIA considering Council's request that the EIIA within the municipality be reviewed by DJPR;
- The buffers for all existing extractive sites (and other relevant information) have been mapped on Council's internal GIS system to assist planning outcomes for land in and around these sites.
- Noting the extensive work happening at a State level in the extractive resources space, it is appropriate that Council await the outcomes of the current initiatives and clear direction from DEWLP before considering options for strengthening zoning and protection of quarries within the municipality. Notwithstanding, individual landowners can initiate a request to rezone land, as appropriate.

PSR Recommendation: Investigate opportunities to strengthen content in the MPS and PPF relating to extractive resources, including maps, as appropriate.

Environment Protection Authority Victoria

The submission provided by the EPA notes the broader State Government recognition that the planning system does not adequately prevent encroachment of sensitive land uses into buffers of existing industry, and the body of work being done to address these shortcomings through appropriate planning mechanisms, including EPA legislative and policy reforms

Within this context, the following issues were raised in their submission:

- Update the MSS Cl 21.02-2 Municipal Profile – Locational and Regional Context to reinforce the important role of industrial land and industry of state significance. The clause currently refers to the 2 hubs of state significance being Cooper St and the Hanson-Wollert Landfill, but opportunity exists to strengthen this upfront with in the Municipal Profile, noting that there are 12 EPA Licenced sites within Whittlesea.
- Update the MSS Cl 21.02-3 Key Issues to recognise that with increasing pressure for residential development in the municipality, appropriate consideration needs to be given to the interface issues with existing industrial uses within the municipality and across the municipal border to Hume and Darebin, particularly Thomastown.
- Strengthen Objective 2 in MSS Cl 21.09 Housing by including a strategy to: "direct housing growth away from existing industrial areas."
- Update the Clause 22.08 *Materials Recycling Centres Policy* to:
 - reflect updated references: EPA *Waste Management Policy (Combustible Recyclable and Waste Materials)* (August 2018); & *Management and Storage of Combustible Recyclable and Waste Materials Guideline* (August 2017).

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- include the need to ensure adequate distance from sensitive uses for material recycling centres.
- Other additional considerations for noting:
 - Encroachment: The use of schedules to include relevant considerations in the application requirements and decision guidelines so as to manage encroachment issues. This includes consideration of EPA publication *'Recommended separation distances for industrial residual air emissions'* and introducing the 'agent of change principle' to address issues. Reference was made to City of Melbourne's proposed Schedule 1 to the Capital City Zone in Fisherman's Bend, as an example of how encroachment may be considered.
 - Closed Landfills: Consider including EPA publication *Assessing planning proposals within the buffer of a landfill* (October 2017) as a reference document in relevant clauses to manage use or development on or on top of or near landfills to manage potential landfill gas migration risk, amenity, land and groundwater contamination issues.
 - Contaminated land and groundwater: Consider undertaking a stock take of contaminated land to inform application of the environmental Audit Overlay (EAO) for those areas previously used for industry that are transitioning to more sensitive uses.
 - There are currently seven sites within Whittlesea that are listed on EPA's Priority Sites Register (PSR). EPA has issued clean up notices or pollution abatement notices for these sites. It was noted that these sites would require environmental remediation should any requests to rezone the land be received by Council in the future.

The issues raised by EPA have been considered and the following comment is:

- Opportunities to update and strengthen locally specific content in the MPS (Municipal Profile, Key Issues, Housing) and PPF will be considered as part of a review of the MPS, post PPF translation. The appropriateness of addressing these issues at a local level or at a State level will need to be considered;
- Suggested updates to Clause 22.08 *Materials Recycling Centres Policy* will be considered as part of the review of this local policy;

PSR Recommendation: Investigate opportunities to strengthen content in the MPS and PPF relating to industry, encroachment and updated policy references as identified by EPA.

VicRoads

VicRoads submission to the planning scheme review provided the following comments:

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- Consider utilising and referencing the “Movement and Place Framework” for municipal road network planning, especially within the vicinity of intense future development such as the Cooper Street Employment Area, the Melbourne Wholesale Market precinct and the operation of Craigieburn Epping Roads that will service large.
- Clause 56.06 currently requires that the ultimate arterial network be spaced at 1.6km apart as opposed to the 2-5km nominated in the MSS; consider referencing the “Guidance for Planning Road Networks in Growth Areas” in the planning scheme. The MSS currently highlights the existing spacing of arterial roads in the municipality which are currently spaced at approximately 2 to 5 kilometres apart.
- Concerns in relation to the “interim” PSP agreed intersection designs. These intersection designs cannot be delivered due to fragmented land ownership at intersections, resulting in substandard intersection designs and high levels of redundant works at the ultimate stage.

Council’s engineers have been working with TfV and VicRoads to trial the *Movement and Places Framework* which has included holding an internal workshop.

PSR Recommendation:

- Update the MSS to reflect Clause 56.06 in regards to the ultimate arterial network spacing
- Continue to work with VicRoads, VPA and internal stakeholders to regarding the issue of delivering road infrastructure for PSPs in the context of fragmented land ownership and out of sequence development in the PSP areas.

Victorian Planning Authority (VPA)

The VPA submission makes the following comments:

- Update Clause 22.11 *Development Contributions Plan Policy* to refer to new legislation relating to Infrastructure Contributions Plans. Local policy relating to development contributions must reflect the *Planning and Environment Amendment (Public Land Contributions) Act 2018*, which came into effect on 2 July 2018.
- That consideration should be given to the North Growth Corridor Plan (NGCP) and the Land Use Framework Plan (LUFPP). In this regard the VPA advise that they are undertaking the Shenstone PSP and ICP in addition the Donnybrook-Woodstock ICP. Once the North Growth Corridor Plan (NGCP) and Shenstone PSP is finalised, these will be incorporated into the Planning Scheme accordingly.

PSR Recommendation: Update Clause 22.11 *Development Contributions Plan Policy* to refer to the *Planning and Environment Amendment (Public Land Contributions) Act 2018*.

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Sustainability Victoria

Sustainability Victoria's submission noted that the City of Whittlesea contains 2 sites of state-wide significance in the Statewide Waste and Resource Recovery Plan (SWRRP), being Cooper Street and the Hansen Wollert site.

Council is currently working in conjunction with Metropolitan Waste and Resource Recovery Group and Sustainability Victoria on a *Waste and Resource Recovery Hub Plan* for the Cooper Street Precinct. Consideration could be given to strengthening the policy support in the PPF for these state significant sites.

PSR Recommendation: Recommendation: Incorporate the vision and key principles identified in the Cooper Street *Waste and Resource Recovery Hub Plan* in the MPS and PPF, as appropriate.

Internal Stakeholder Feedback

Internal consultation with Council's planners highlighted issues with implementation of the PSP's that were gazetted in recent years. It was identified that the current schedules to the Urban Growth Zone have in some instances resulted in unnecessary administrative burden.

Officers provided detailed feedback on how the current PSP drafting could be improved and the areas causing unnecessary delays. It was identified that greater clarity is required to assist in the interpretation and implementation of matters relating to constructing within landfill/quarry buffers and the assessment of native vegetation and its offsets. These issues were also identified in relation to a VCAT case, discussed earlier in this section. In addition, issues were identified with the current drafting of conditions and referral authority responsibilities. The issue of assessing "out of sequence" development was raised and it is recommended that this be addressed with DELWP, VPA and other Growth Area Councils.

Based on internal consultation, the following changes will be recommended:

For PSPs with landfill, quarry buffers or organic waste facilities

- That Council in conjunction with the VPA, EPA and DJPR review the approved PSPs and consider specifying the Determining Referral Authority or Recommending Referral Authority – for subdivision, use, and development within a landfill/quarry buffer (or approved reduced default buffer) or organic waste facility and buffer.

For PSPs with MSA or Clause 52.17 considerations

- That Council in conjunction with the VPA and DELWP (Environment) review the approved PSPs and consider the appropriateness of identifying DELWP (Environment) as a referral authority for native vegetation offsets and engage in further discussion regarding a preferred approach to managing vegetation offsets.



Gas Pipeline Construction Management Plan

- Donnybrook PSP (UGZ6) requires the Gas Pipeline Construction Management Plan is required to be provided to both the APA and Council for endorsement.
- That Council in conjunction with the VPA, APA and EPA consider amending the schedule for Condition – Gas pipeline construction management plan to request a Gas pipeline construction management plan be submitted to and approved by the relevant referral authority (as opposed to the Responsible Authority)
- The guidelines for PSPs support a regular review which may be necessary to monitor the roll out of development in the PSP areas, ensuring the Development Plans and the PSPs are developing in accordance with the intended outcomes.

Referral authority status of state agencies

- That Council raise with DELWP and VPA the status of referring applications to state agencies not identified as referral authorities (as per VCAT appeal P446/2017).
- Review the Specific provision – Referral of applications for all of the PSP areas.

Native vegetation offsets

- Write to the Minister for Energy, Environment and Climate Change, DELWP and the Minister for Planning regarding the issue of requesting environmental offsets.

Identified trees in the PSPs

- Consider reassessing/updating the mapping of trees in PSPs –Wollert, Donnybrook-Woodstock, Quarry Hills (possibly through the Biodiversity Strategy Consultants).

Define - Native vegetation size

- Consider including the definition of whether a tree is “Very Large old, Large old, Medium old” from the *Native Vegetation Guide for assessment of referred planning permit applications* into the relevant PSP documents.

Sequencing of development

- That Council raise the issue of sequencing of development with other Growth Area Councils and VPA.

Review conditions

- That Council in conjunction with the VPA review the effectiveness of the conditions and considers amending the schedule to specify the development types in which the condition applies.



Review of Clause 21 and Clause 22

Status of reference documents in the MSS

A review of Clause 21 reference documents was undertaken and the following references need to be updated or removed. Any references not listed are to be retained.

Clause 21.04	
Open Space Strategy 1997	Superseded
Clause 21.05	
Local Conservation Strategy 2000	Superseded
River Red Gum Protection Policy Guidelines 1998	Superseded
Open Space Strategy 1997	Superseded
Clause 21.08	
City of Whittlesea Heritage Study, Meredith Gould 1990	New reference
Disability Action Plan 2013-2016	Superseded
Active Whittlesea Strategy	New reference
Whittlesea Walking Strategy 2009	Superseded
Clause 21.10	
Plenty Valley Employment Strategy 1992	Superseded
Clause 21.11 Transport	
Bicycle Strategy 2005	Superseded
Whittlesea Walking Strategy 2008	Superseded
Plenty Valley Transport Strategy 1989	Superseded
Clause 21.12 Infrastructure	
Municipal Lifelong Learning 2013-2016	Superseded

Table 1 – Updates Required to Clause 21 Reference Documents

PSR Recommendation: Update or remove the reference documents in Clause 21, as identified in the report.

Status of Clause 22 local planning policies

There are currently 15 Local Planning Policies in the Whittlesea Planning Scheme. Of these, 4 new local policies were introduced and a further 4 local policies were reviewed since the last planning scheme review.

Of the 4 policies reviewed, two have been updated and gazetted, 1 policy has recently been authorised for exhibition, and 1 will be removed as part of another current amendment. These are listed in Table 2 below.

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Local Policies	Planning	To be reviewed	Recommended for removal	New policy Introduced	Review Complete
Clause 22.01 Environmentally Sustainable Development				X Gazetted 18/10/19	
Clause 22.03 Bushfire Management Policy				X Gazetted 24/05/18	
Clause 22.04 Heritage Conservation Policy				X Gazetted 18/08/18	
Clause 22.05 Child Care Centre Policy					X Gazetted 4/04/19
Clause 22.06 Display Home Policy		X			
Clause 22.07 Medical Centre Policy		X			
Clause 22.08 Material Recycling Centres Policy		X			
Clause 22.09 Industrial Development Policy		X			
Clause 22.10 River Red Gum Protection Policy					X Gazetted 8/11/18
Clause 22.11 Development Contribution Plan Policy		X			
Clause 22.12 Advertising Signs Adjoining the Metropolitan Ring Road Policy					X C226 Advertising Signs Policy Authorised for exhibition 21/03/19.
Clause 22.13 Telecommunications Conduit Policy			X		
Clause 22.14 Satellite Dish Policy			X		

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Clause 22.15 South Morang Major Activity Centre Policy				X To deleted as part of Amendment C204 Plenty Valley Town Centre Structure Plan Amendment
Clause 22.16 Housing Diversity and Design Policy			X Gazetted 9/05/19	

Table 2: Overview of the status of local planning policies

A review of the remaining 7 local planning policies identified that 2 are no longer relevant having have been superseded by other provisions of the planning scheme, while 5 policies require updating to ensure they adequately address the needs of Council. These are discussed below.

Clause 22.06 Display Home Policy

- The policy is still utilised and provides guidance for decision-making. It is recommended for review.

Clause 22.07 Medical Centre Policy

- The policy is still utilised and provides guidance for decision-making. It is recommended for review.

Clause 22.08 Material Recycling Centres Policy

- The policy is still utilised and provides guidance for decision-making. It is recommended for review.

Clause 22.09 Industrial Development Policy

- This policy should be updated to reflect Council's preferred built form outcome for industrial development, taking into account infill and greenfield development.

PSR Recommendation: Update the local policies identified to improve the guidance provided to support decision-making.

Clause 22.11 Development Contributions

Clause 22.11 was introduced in 8 July 1999. In 2014, Amendment C177 revised the policy wording to reflect contemporary local planning policy drafting.



Background

There are four key development contribution funding mechanisms currently available including: Infrastructure Contribution Plan (ICP), Development Contribution Plans (DCP), Informal Shared Funding Arrangements and Section 173 Agreements/Planning Permits.

A Development Contributions Plan (DCP) is a mechanism used to levy new development for contributions to planned infrastructure needed by the future community. A council collects development contribution levies from new development through an approved DCP, which forms part of a planning scheme. In preparing a DCP, there needs to be a nexus between new development and the need for new infrastructure.

Under Section 62 (6) of the Planning and Environment Act, the Responsible Authority must not include a condition requiring a person to pay an amount for or provide services or facilities other than a condition requiring to implement an approved Development Contribution Plan, or requiring services or facilities to be provided in accordance with a pre-existing agreement under section 173 of the Act.

An approved DCP is implemented through the application of a Development Contributions Plan Overlay (DCPO) and schedule. The schedule indicates the levies that apply in a particular area.

With the exception of open space contributions in Clause 52.01 of the Victoria Planning Provisions or an incorporated parking precinct plan, an approved DCP is the only legitimate mechanism for requiring a levy towards infrastructure provision in the planning scheme across a number of users.

Council currently has 11 DCPs:

- Epping North: DCP01
- Harvest Home Road: DCP02
- Established areas drainage Levy DCP03
- Mernda Strategy Plan: DCPOs 05-09
- Epping North East: DCPO10
- Lockerie: DCPO11
- Lockerie North: DCPO12
- Quarry Hills: DCPO13
- Epping Central: DCPO14
- English Street: DCPO15
- Wollert: DCPO16

Relevance of the policy

The policy identifies the need to consider development contributions for subdivisions (residential and non-residential). The policy fulfils a gap which currently can be applied to subdivision applications and can be considered for a contribution other than a public open



space contribution which is outlined in the Subdivision Act 1988. The policy can be utilised when considering permit conditions for the requirement of either a DCP or a S173 Agreement.

Since the introduction of the policy there has been new legislation which complements and/or supersedes the local planning policy.

Internal feedback on the policy was sought to inform whether the policy warrants updating or whether it could be removed. The following advice provided:

- **Relevance:** The policy is not generally used in its current form except to double check if it has any relevance, or as a reference document. While the policy does repeat some existing State guidelines, it would be worthwhile seeking legal advice before deciding whether to delete the policy.
- **Effectiveness:** The policy in its current form repeats State guidelines so it isn't generally used by Council to seek Development Contributions.
- **Efficiency:** The policy duplicates existing guidelines so it isn't utilised a lot in decision making. If the policy is reviewed it will need to be substantially re-written in order to be relevant or useful. This could include covering items such as staging and timing and reaffirming Council's approach to Works In Kind.

PSR Recommendation: Review and update the local policy to improve the guidance provided to support decision-making.

Clause 22.13 Telecommunications Conduit Policy

Clause 22.13 Telecommunications Conduit Policy was gazetted on the 30 August 2001 and seeks to facilitate the establishment of an optic fibre cable network in the City of Whittlesea. It affects subdivision and development of all land in the city.

Background

At the time of introducing the local policy, the following telecommunications provisions were in the VPP:

- Clause 18.12 Telecommunications – The objective of this clause was to: *To recognise the importance of telecommunications to all aspects of modern life and the essential and beneficial contribution of modern telecommunications facilities to local communities and the State and national economy.*
- Clause 52.19 Telecommunications facility introduced on 8 July 1999 which was focussed on ensuring that state wide telecommunications infrastructure and services are provided.

The City of Whittlesea identified the possible risk in not supporting/encouraging the early delivery of optic fibre conduits in greenfield developments. Council recognised the potential



for growth areas to utilise broadband technology to strengthen local businesses and local communities, reduce travel time for residents, and provide greater access to online services.

The primary basis of Clause 22.13 Telecommunications Conduit Policy, which was gazetted in 2001 (Amendment CO18), was to ensure early provision of conduits for optical fibre cabling and to facilitate installation of telecommunication services for new development and in particular greenfield development.

These early policy requirements succeeded in facilitating the early roll out of NBN in the City of Whittlesea, ahead of many other localities. However, it is 17 years since the original gazettal of this LPP and much has changed in the legislative framework since this time.

Clause 18.12 was later superseded by Clause 19.03-4 Telecommunications which was gazetted in VC71 on 20 September 2010. This policy supports the delivery of telecommunication services but does not require the provision of optical fibre cabling, the policy supports satellite, copper wire cable and optical fibre cable.

Clause 66.01 assists with the rollout of optical fibre as part of the NBN for new urban subdivisions (gazetted in 2013). Clause 66.01-1 requires standard conditions requiring an agreement with a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan. The difference between the local planning policy and Clause 66.01 is that the local planning policy applies to all development including buildings and works, whereas Clause 66.01 only applies to subdivisions.

A summary of relevant telecommunication requirements is summarised in Figure 3.

Jurisdiction	Tool	Purpose
Local	Clause 22.13 Telecommunications Conduit Facility	Encourage the provision of optical fibre conduits for new developments.
State	Clause 19.03-4 Telecommunications	To facilitate the orderly development, extension and maintenance of telecommunications infrastructure.
State	Clause 52.19 Telecommunications Facility	To facilitate an effective statewide telecommunications network in a manner consistent with orderly and proper planning.
State	Clause 66 Amendment VC81 Telecommunications services and facilities in subdivisions	To assist in the roll out of optical fibre as part of the NBN, the standard conditions require a developer to install fibre ready telecommunications facilities in new subdivisions.
State	66.01-1 Mandatory conditions for subdivision permits	A permit for subdivision must contain the following conditions: The owner of the land must enter into an agreement with: - a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in



22.13 Telecommunications Conduit Policy of the Whittlesea Planning Scheme and Planning Guidelines for Conduits for Optic Fibre Services, 2001."

Review policy against SPPF

- The SPPF under Clause 19.03-4 identifies the need to consider the extension and maintenance of telecommunication infrastructure and consider "A Code of Practice for Telecommunications Facilities in Victoria" (Department of Sustainability and Environment, 2004).

Consultation with Development Assessment and Development Engineering occurred as part of the review for this policy. The internal feedback supports the deletion of the local planning policy:

- The Growth Area Development Assessment team and Development Engineering team advised that the provisions in the planning scheme, including subdivision Clause of 66.01-1 and Clause 19.03-4 of the State Planning Policy Framework, replace the need for Clause 22.13 as NBN and telecommunications are implemented into subdivisions under agreements between developers and telecommunication providers.
- It was noted by the Growth Areas Development Assessment team that conduits are relatively standard infrastructure and the growth areas are designed to be "NBN" ready.

The feedback received confirms that the local planning policy Clause 22.13 can be removed as it has been superseded by other legislation. In addition, the current operational requirements, including standard engineering plan conditions which are included in subdivision permits may need to be amended.

PSR Recommendation:

- Remove Local Planning Policy Clause 22.13 Telecommunications Conduit Policy
- Review and update the standard engineering plan condition included in subdivision permits.

Review Clause 22.14 Satellite Dishes

The local planning policy, Clause 22.14 Satellite Dish Policy was gazetted in 26 June 2008 and applies to all land that requires a permit under Clause 52.04.

Clause 52.04 was introduced on the 24 July 2003 and amended 15 September 2008. Both the local planning policy and the VPP clause aim to minimise the visual impact of satellite dishes and provide direction on the siting of satellite dishes. Clause 52.04 exempts planning permission for satellite dishes which are smaller than 1.2 metres in diameter and those dishes between 1.2 metres and 2.4 metres provided the satellite dish is setback in accordance to the setbacks identified within the clause.



		accordance with the provider's requirements and relevant legislation at the time; and - a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
Federal	Telecommunications Act (Part 20A)	Deployment of optical fibre. To support the roll out of telecommunications in new developments, Part 20A of the Telecommunications Act and associated rules require developers who are constitutional corporations to install fibre-ready pit and pipe for use by carriers.
Federal	Telecommunications infrastructure in new developments policy	This document sets out the Australian Government's revised policy on the provision of telecommunications infrastructure in new developments. The policy's fundamental objective is to increase efficiency and broaden choice in the provision of telecommunications by encouraging fair competition and ensuring some recovery of costs up front.

Table 3- Summary of telecommunication standards, legislation

Where is the policy applied?

Planning Panels Victoria - Amendment C169

- The policy requirements informed Schedule 28 to the Development Plan Overlay – Ivanhoe Grammar School (Mernda) Development Plan.
- As part of the Panel process Amendment C169 included a Condition for permits requiring: "Any proposal to subdivide the land must provide a conduit network concept plan to facilitate the future installation of advanced telecommunications services through optical fibre cabling (as appropriate)" which reflects Clause 22.13 Telecommunication Conduit Policy.

Reference as a standard condition

- Council's Development Engineering places a standard condition on their approvals which references Clause 22.13 Telecommunications Conduit Policy and Planning guidelines for Conduits for Optic Fibre Services (2001):

"unless an alternative empty conduit network is being installed that is suitable for fibre optic infrastructure and the applicant has evidence of an access agreement between the carrier putting in the conduit and the National Broadband Network Company, the provision of conduits, including pits and ancillary works for optical fibre telecommunications services or any equivalent alternative approved by the Responsible Authority and the conduit shall be designed in accordance with Clause



Background

The local planning policy (Clause 22.14) was originally gazetted approximately 10 years ago. Since then, the expansion of the broadband network and internet television has seen the reduction in demand for larger satellite dishes, with the most recent satellite dish planning application lodged in 2014.

Internal feedback on the policy was sought to inform whether the policy warrants updating or whether it could be removed. Feedback from statutory planning officers indicate that the local planning policy could be removed because it is adequately covered by the current considerations under Clause 52.04.

In deleting Clause 22.14, it may be appropriate to relocate some content into the MPS.

PSR Recommendation: Remove Local Planning Policy Clause 22.14 Satellite Dish Policy and relocate any relevant content into the MPS, if appropriate.

Review of zones, overlays and schedules

A review of zones, overlays and schedules has identified opportunities to improve readability and update references to respond to the issues raised below:

Clause 35.05 Green Wedge A Zone

Update the Green Wedge A Zone schedule map to improve readability and useability.

Clause 37.02-4 Aurora Comprehensive Development Plan

All buildings and works in the Comprehensive Development Zone (CDZ) require a permit unless exempted by the schedule. This includes buildings and works for *single dwellings on lots over 300sqm under Clause 37.02-4*. This causes unnecessary planning applications given the intention under the CDZ is to require planning permission to construct residential dwellings in certain locations. It is recommended that the CDZ4 schedule and the implications for buildings and works and single dwellings on lots over 300sqm be reviewed.

Schedule 5 to Clause 37.07 Urban Growth Zone – Wollert PSP

Reference to *BPEM Siting, design, operation and rehabilitation of landfills* needs to be updated from 788.2 to 788.3, as identified in the VCAT case referenced earlier in this report, *VCAT appeal TAG-Wollert Pty Ltd v Whittlesea CC 2017*.

Design and Development Overlay - Clause 42.02 Schedule 2

A full environmental/ biodiversity assessment is mandatory under the existing schedule. This requirement has proved unnecessarily onerous for minor applications. It is recommended that



a review of the wording of the schedule to allow for exemptions at the discretion of the Responsible Authority be considered as part of the planning scheme review.

Development Plan Overlays - Clause 43.04

An outstanding action from the previous Planning Scheme Review 2013, is the comprehensive review of the existing Development Plan Overlays. Some Development Plan areas have been fully constructed and are complete and the DPO may no longer be the most effective planning tool for assessment.

In reviewing the DPOs, a methodology should be developed to assist and expedite the review. This includes developing a checklist of each DPO and the accompanying DPs which identifies what needs to be met as part of the development; confirm the conditions are complete; make recommendations for its possible removal and seek approval through the internal council "PAT" process.

Heritage Conservation Policy - Clause 22.04

The policy currently incorrectly references the VPP for Dry Stone Walls at 52.37, this should be corrected to Clause 52.33.

Further, VC148 introduced changes to the schedules which mandates "Statements of Significance" to be incorporated into heritage overlays, changes to the schedule also supports the inclusion of heritage design guidelines and application requirements. To reflect the new provisions, Council should incorporate the Statements of Significance for each heritage place and incorporate any current Cultural Heritage Management Plans and guidelines as permitted under the schedule to the overlay.

Rural Conservation Zone - Clause 35.06 (Schedule 1)

The current map to the Rural Conservation Zone – Schedule 1 is difficult to read and needs to be updated.

Donnybrook-Woodstock PSP – Schedule 6 to Clause 37.07 Urban Growth Zone

There is currently a conflict between the needs of State Agency interest and expertise in PSPs and the referral authorities listed under Clause 66 of the Planning Scheme.

The requirements within the PSP contain a general proviso to the 'satisfaction of Referral Authorities' however the state agencies listed as formal referral authorities at Clause 66 do not reflect the extent of state agencies which have an interest and expertise to advise on applications. This issue was identified in the VCAT decision discussed earlier in the report, *VCAT appeal TAG-Wollert Pty Ltd v Whittlesea CC 2017*.

This causes some difficulty for local government as the appropriate state agencies may technically have no status in the planning process. This issue should be raised with DELWP and the relevant State Agencies.



The Schedule to Urban Growth Zone (UGZ) makes provision for mandatory conditions on permits to be issued. Feedback received is that whilst this is generally supported, there is an opportunity to reconsider the wording to allow for flexibility either within the requirement or within the condition. For example, not all applications warrant PTV to provide comment at every stage of a subdivision. Council may wish to consider adding the following words to the condition: *'unless otherwise agreed in writing by the Responsible Authority'*. Similarly, a Kangaroo Management Plan is required on all subdivision permits, this includes a 2-lot subdivision (paper process) with no actual works proposed on site. Flexibility should be built into the condition to allow discretion by Council.

Clause 37.07 Schedule 3 to the Urban Growth Zone – Quarry Hills Precinct Structure Plan

The current referral requirements for Precinct Structure Plans are creating a dilemma for Council who are expected to assess proposed development within a BPEM buffer. As per Requirement R114 of the Quarry Hills PSP, all applications for development within the buffer distance must provide sufficient evidence to demonstrate that a variation to the *Recommended separation distances for industrial residual air emissions* (EPA publication number 1518 March 2013) can be allowed and a sensitive use can be safely developed.

However, as Council has no expertise in this area, Council has been requiring applicants to provide additional consultant reports to peer review their request to reduce the default BPEM buffer requirement. At the moment there is only a guideline (G14) which requires that the applicant liaise with DJPR prior to submitting an application and no formal referral is required.

Council currently informally refers applications to DJPR under Section 55 of the Planning and Environment Act, as the UGZ exempts applications from the notice provisions of the act. Technically speaking, Council should not be referring applications to referral authorities under Section 52 of the act as the zone does not allow for this. Accordingly, if Clause 66 does not specify that the application has to be referred and we can't refer the application under Section 52, Council does not have any scope to consult the authority.

It is recommended that Council in conjunction with the VPA, EPA and DJPR review the Determining Referral Authority – for subdivision, use, and development within a landfill buffer (or approved reduced default buffer).

Clause 52.17 - Native Vegetation Schedule

Vegetation removal in PSP

Vegetation removal within PSP areas continues to create confusion, especially given the overlap with both State and Federal requirements. Identifying vegetation to remove / retain is helpful, however where an applicant proposing to retain less than 80% then there are obligations under both Clause 52.17 as well as the MSA requirements. This in itself is creating confusion as the Department of Environment, Land, Water and Planning simply require offsets be provided in accordance with MSA requirements and ignoring the Clause 52.17 framework, there is currently no oversight or link with the MSA requirements.



There is also confusion with respect to the following:

- The trees to be retained (i.e. trees in green) and the trees subject to the 80% retention (i.e. trees in blue) shown within the PSP can be inaccurate. Some of the trees shown for retention are not native or don't even exist.
- It is recommended reference to the *Native Vegetation Guide for assessment of referred planning permit applications* (DSE April 2017) be included in the schedules. There is also opportunity to look at defining what is meant by "small or medium tree"; whether Clause 52.17 applies to all vegetation once the 80% retention rate is reduced or whether it applies simply to that amount over the 80%.
- DELWP have been requesting the inclusion of notes on planning permits which requires that the plan of subdivision is referred to them at Certification/Statement of Compliance stage. This has caused operational issues for council as Notes on planning permits are normally utilised to provide additional information and are not enforceable. There have also been concerns raised internally about there being no legislative requirement for Council to refer the plans of subdivision to DELWP.

Clause 52.17 - Native Vegetation & Schedule

The recent amendment to 52.17 has changed the requirement for planted vegetation. The categories for exemption have significantly increased and therefore increased triggers for a permit application.

Clause 52.17 and schedule does not include exemptions from requirements for native vegetation removal where the Melbourne Strategic Assessment area also applies. Therefore technically, both MSA and 52.17 offset requirements should be applied. It is recommended that council raise this issue with DELWP seeking changes to the planning scheme for exemptions for vegetation considered under MSA from CI 52.17 requirements.

Council's internal operations, includes advising applicants of the Native vegetation requirement for sites affected. In addition, as part of Council's own internal processes, there is an internal register of sites and requests to DELWP to monitor vegetation off sets.

It is recommended that Council work with DELWP to consider the preferred operational management of vegetation off sets, including seeking planning scheme exemptions for vegetation considered under MSA from Clause 52.17 requirements.

PSR Recommendation:

- Review and update the zones, overlays and schedules to address the issues raised in this section.



Planning permit and process improvements

An internal DA audit was conducted in 2017. The audit considered key processes and controls to manage selected planning applications.

The report identified a need for Council to endorse a *"Conflicts of Interest Policy"* in addition the audit report identified that the absence of a formal conflict of interest policy may impact organisational awareness of requirements to identify and disclose perceived and actual conflicts of interest. The audit, recommends – "Require all relevant officers to formally declare that conflicts of interest have been considered for all planning permit applications, including statement that no conflicts exist or an action plan if a conflict of interest has been identified."

In addition, the audit made the following recommendations for improved procedures:

- a) Define rules to calculate and manage the 60 day statutory target.
- b) Develop and document criteria in determining an amended application.
- c) Conduct regular review of Delegate reports.
- d) Develop procedures for updating Authority.
- e) Update procedures to require notification of objectors during the planning permit application process.

Changes since the internal audit recommendations

Action	Detail	% of action complete
Planning Permit Applications	<p>The checklist for minimum information has been completed and forms part of operating procedures.</p> <p>The Information Management team have agreed to cross check all scanned documents to ensure accuracy, quality of image, and the correct document set, as well as prioritise urgent matters such as VicSmart and other FastTrack applications. Planning information is given priority to avoid delays across the board</p>	100% of action complete



	Procedural steps have been reviewed, documented and improved where needed ensuring that applications are allocated on a daily basis.	
Review and process map current protocols in consultation with ELT and Governance to establish whether there are opportunities to improve timelines for planning permit applications presented to Council. This will be considered in conjunction with a review of planning delegations.	Process reviewed and timeframes fixed as part of overall Council process. Council meeting schedule modified and any initiatives to save time have and will continue to be considered in an ongoing capacity.	100% of action complete
Establish a formal monitoring process, including the consideration of automated work flow and reminder alerts, to identify and follow up applications which have outstanding internal and external referrals.	There are some limitations to the software systems in this space, however revised reports have been prepared and planners meet with team leaders regularly with an update on all their applications. Moreover, ongoing investigations are occurring as part of a digital transformation with possible improvements to the software.	100% of action complete
Existing operational procedures will be supplemented to include specific guidelines on events that trigger a reset, pause and restart for the purposes of tracking an application against the 60 day statutory period.	Detailed Statutory Clock interpretation procedures have been prepared and implemented. The relevant officers have been advised through their team meeting process.	100% of action complete
<i>Action Plan:</i> a) Contribute to the organisational wide Conflicts of Interest Policy.	The Conflict of Interest Policy has been finalised and is utilised by council.	100% of action complete



b) Continue to develop and finalise the Conflicts of Interest Policy.		
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Internal consultation

An opportunity has been identified to improve the Development Plan process, including guidelines for applicants, checklists for planners and templates for referrals. Due to the increase in Development Plan applications, a review of how the process can be standardised and improved is required. Further discussion in conjunction with statutory planners and developers is recommended to improve the Development Plan process for all parties.

PSR Recommendation: Consider opportunities to provide greater guidance for Development Plan applications, including checklists to improve the implementation of Development Plans.

VAGO report – Managing Victoria’s Planning system

In 2016 the Victorian Auditor-General’s Office (VAGO) undertook an Audit: *Managing Victoria’s Planning System for Land Use and Development*. The Audit was undertaken of DELWP, and three councils, including the City of Whittlesea. The Audit was to examine their roles as planning and responsible authorities in managing and implementing the planning system to support the objectives of the *Planning & Environment Act 1987* and the desired outcomes of state planning policies.

The Audit report concludes that assessments by DELWP and councils to inform decisions could be more comprehensive to meet the requirements of the Act and the VPP. The report also noted that DELWP do not have effective measures in place to measure the success of the planning system’s contribution to achieving planning policy objectives.

As a result, planning schemes remain overly complex. They are difficult to use and apply consistently to meet the intent of state planning objectives, and there is limited assurance that planning decisions deliver the net community benefit and sustainable outcomes that they should. In response to this, DELWP have undertaken the *Smart Planning Program* to improve and streamline planning schemes.

The Auditor also provided Council officers with feedback on possible improvements to delegation reports, and in particular ensuring that delegation reports include assessments to include an overall conclusion that integrates the decision-making considerations, weighing up the positive and negative attributes and the overall acceptability of the proposed land use or development in proportion to its scale, complexity and risk. The Planning and Building Department have sought to improve the reporting templates to address this issue.

PSR Recommendation: Implement and monitor actions to address the shortfalls identified in the VAGO Audit Report.

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3. Recommendations

Recommendations have been identified as part of the Planning Scheme Review 2018. The recommendations as set out below, have been grouped into the following categories:

- Local Planning Policies to be Reviewed
- Local Planning Policies to be Deleted
- Review and update of Planning Scheme Ordinances
- Anomalies
- New Further Strategic Work
- New Municipal Planning Strategy (MPS) and Local Policy Content
- Internal Operations
- Advocacy

Recommendations have been identified as short term, medium term and ongoing. Short term recommendations have been identified based on their ease of delivery, low resource/budgetary requirements and need. Recommendations identified as medium term reflect the need for further investigation or are dependent on other areas of Council. Recommendations identified as “ongoing” relate to the regular maintenance of the Planning Scheme.

The Strategic Planning and Economic Development Department will progressively work through each of the recommendations to implement the opportunities for improvement identified. It is noted that any proposed changes to the Whittlesea Planning Scheme will be subject to the usual statutory process and will be reported to Council for approval prior to commencement of any formal planning scheme amendment process.

A. Local Planning Policies to be reviewed

Reference	Recommendation	Source	Type	Timing
1 Clause 22.06 Display Home Policy	Retain and update <i>Clause 22.06 Display Home Policy</i> to ensure it addresses the needs of Council.	Internal	Amendment / MPS	Short term

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Reference	Recommendation	Source	Type	Timing
2 Clause 22.07 Medical Centre Policy	Retain and update <i>Clause 22.07 Medical Centre Policy</i> to ensure it addresses issues regarding the location and design of medical centres to address the needs of Council.	Internal / VCAT	Amendment / MPS	Short term
3 Clause 22.08 Materials Recycling Centres Policy	Retain and update <i>Clause 22.08 Materials Recycling Centres Policy</i> to reflect changes to the EPA Act and EPA guidelines and address the needs of Council.	Internal / EPA	Amendment / MPS	Short term
4 Clause 22.09 Industrial Development Policy	Retain and update <i>Clause 22.09 Industrial Development Policy</i> to ensure it addresses the needs of Council.	Internal / VCAT	Amendment / MPS	Short term
5 Clause 22.11 Development Contribution Plan Policy	Review and update <i>Clause 22.11 Development Contribution Plan Policy</i> to remove duplication considering recent legislative changes/requirements and enhance local provisions.	Internal / VPA	Amendment / MPS	Short term

B. Local Planning Policies to be deleted

Reference	Recommendation	Source	Type	Timing
6 Clause 22.13 Telecommunications Conduit Policy	Remove <i>Clause 22.13 Telecommunications Conduit Policy</i> which is now redundant due to changes in technology and legislation.	Internal	Amendment / MPS	Short
7 Clause 22.14 Satellite Dish Policy	Remove <i>Clause 22.14 Satellite Dish Policy</i> which is now redundant due to changes in the planning scheme and technology. Where appropriate, reflect any relevant content in the MPS.	Internal	Amendment / MPS	Short

C. Review and update ordinances

Reference	Recommendation	Source	Type	Timing
8 General updates	Review and update the ordinances to: - remove redundant references - update Clause 74.02 Further Strategic Work and removing redundant/completed/commenced projects and incorporating new projects (if not addressed by the PPF translation).	Internal/ external	Amendment / MPS	Short
9 Development Plan Overlays	Review the Development Plan Overlays to: • consider the possible removal of DPOs for developments that are now built out	Internal	Amendment / ongoing	Short

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Reference	Recommendation	Source	Type	Timing
	<ul style="list-style-type: none"> reference the Development Plans in the Planning Scheme ongoing monitoring of DPOs to improve usability and transparency. 			
10 Clause 42.02 Schedule 2	Review and edit the Vegetation Protection Overlay - Clause 42.02 Schedule 2 to provide greater discretion /exemptions for the Responsible Authority in applying the requirement for a mandatory full environmental/ biodiversity assessment.	Internal	Amendment	Short
11 Biodiversity Strategy and Action Plan	Update the MPS & PPF to incorporate relevant content from Council's Biodiversity Strategy and Action Plan (once adopted). This includes: <ul style="list-style-type: none"> relevant maps of biodiversity values, assets, habitat connectivity and gaps, priority areas for action, threats and opportunities. map the bioregions including the Victorian Volcanic Plains, Highlands Southern Falls, Urban landscape, Central Victorian uplands reflecting the natural attributes of the municipality, as appropriate. 	Internal	Amendment	Medium
12 Statements of Significance and Cultural Heritage Management Plans	Incorporate the Statements of Significance for each heritage place and any current Cultural Heritage Management Plans and guidelines, as permitted under the Schedule to Clause 43.01 Heritage Overlay for each heritage place.	VC148	Amendment	Medium
13 Landfill/ quarry buffer or organic waste facility buffer	Review the UGZ Schedules implementing the PSPs to address the issues raised in relation to subdivisions, use and development within a landfill/quarry buffer or organic waste facility buffer.	Internal	Amendment	Short
14 UGZ6: Donnybrook PSP & UGZ5 (Wollert PSP)	Review: <ul style="list-style-type: none"> UGZ6 (Donnybrook PSP) to address the administrative issues identified with requiring endorsement of both the APA and Council for Gas Pipeline Construction Management Plans. UGZ5 (Wollert PSP) to address the issues identified by VCAT. 	Internal / VCAT	Amendment	Short

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Reference	Recommendation	Source	Type	Timing
15 Maps of trees for PSPs with MSA or Clause 52.17	Consider whether it is appropriate to update the maps of trees for PSPs with MSA or Clause 52.17 considerations.	Internal	Amendment	Short
16 Define native vegetation size	Consider whether it is appropriate to define the native vegetation size for PSPs, including the definition of whether a tree is "Very Large old, Large old, Medium old". This definition can be found in the <i>Native Vegetation Guide for assessment of referred planning permit applications</i> .	Internal	Amendment	Short
17 Review PSP conditions in UGZ Schedules	Review the gazetted PSPs in conjunction with the VPA to: <ul style="list-style-type: none"> consider the effectiveness of the conditions and whether the schedule should be amended to specify development types that the condition applies. the mandatory conditions be re-worded to allow discretion by the Responsible Authority. 	Internal	Amendment	Short

D. Anomalies

Reference	Recommendation	Source	Type	Timing
18 Planning Scheme Issues Register	Review and undertake a corrective amendment to address anomalies identified in existing Council databases, including: <ul style="list-style-type: none"> Update Clause 35.05 Green Wedge A Zone maps for the GWA Zone Schedule. Update Rural Conservation Zone - Clause 35.06 (Schedule 1) maps. Replace BPEM reference <i>Siting, design, operation and rehabilitation of landfills</i> from 788.2 to 788.3 in Schedule 5 to Clause 37.07 Urban Growth Zone – Wollert Precinct Structure Plan (Clause 37.07–5). Review zoning for McDonalds Road PS725674B (to be RZD1) and Main Whittlesea Rd South Morang (arterial road widening). Amend Heritage Conservation Policy - Clause 22.04 to correctly refer to Dry Stone Walls at 52.33. 	PSR 2013 / Internal/ State Agency	Amendment / ongoing	Ongoing

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Reference	Recommendation	Source	Type	Timing
	<ul style="list-style-type: none"> Realign the flood zone along the Edgars Creek corridor to provide clear and consistent zoning including updating/correcting the flooding and inundation provisions in the planning scheme. Identify VicRoads "Hume Freeway Corridor Noise Wall Strategy" in DDO Schedule 2. 			
19 Clause 37.02-4 Aurora Comprehensive Development Plan (CDZ4)	Review Clause 37.02-4 Aurora Comprehensive Development Plan (CDZ4) and the implications for buildings and works and single dwellings on lots over 300sqm.	Internal	Amendment	Short
20 Anomalies	Regular review of Council's Issues Register to identify and address identified planning anomalies, as part of the ongoing maintenance to the Planning Scheme.	PSR 2013	Amendment	On- going

E. New Further Strategic Work

Reference	Recommendation	Source	Type	Timing
21 Gaming	Consider updating the schedules to the gaming provisions in the planning scheme to address the health and social impacts of Electronic Gaming Machines (EGMs) for existing and emerging communities.	Internal, VC148	Further Strategic Work	Medium
22 20 minute neighbourhoods	Consider investigating the 20 minute neighbourhood model for the municipality to reflect State planning policy and improve liveability outcomes for the community. An output of this approach may be to develop a Neighbourhood Centres Framework.	SGS report / Plan Melb / W2040	Further Strategic Work	Medium
23 Urban design New Town Centres	Consider developing guidelines for new town centre developments.	Internal	Further Strategic Work (Urban Design) Amendment/ MPS	Medium
24 Non-residential uses in residential zone	Consider the need for a new local planning policy to address the issue of non-residential uses within residential use zones, particularly in the context of	Internal	Further Strategic Work	Medium

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Reference	Recommendation	Source	Type	Timing
	considering applications under a Development Plan Overlay.			
25 Biodiversity Strategy and Action Plan	Undertake further work to inform a potential planning scheme amendment to achieve the outcomes identified in the Biodiversity Strategy and Action Plan (once adopted) including the application of appropriate zones and overlays.	Internal	Further Strategic Work (Sustainability Planning Unit) Amendment (Strategic Planning)	Medium
26 Land Capability Assessment report	Undertake further work to inform a potential planning scheme amendment to achieve the outcomes identified in the Land Capability Assessment report. This includes a review of the existing RCZ and GWAZ to support agricultural/ farming activity.	LCA Report / PSR 2013	Further Strategic Work (Agribusiness Officer/Sustainability Planning Unit) Amendment (Strategic Planning)	Medium
27 New Farm Dams	Review existing planning policies and controls relating to new farm dams in rural areas to minimise impacts on stream flows in local waterways.	PSR 2013	Further Strategic Work (Sustainability Planning Unit) Amendment (Strategic Planning)	Medium

F. Incorporate new content into the Municipal Planning Strategy

Reference	Recommendation	Source	Type	Timing
28 Review and update the MPS and PPF	Review and update the MPS and PPF to: <ul style="list-style-type: none"> - Address any gaps/issues identified post the PPF translation - Incorporate details of the PSPs gazetted into the Planning Scheme since the last planning scheme review - Update the Clause 21 reference documents, as identified. - Strengthen content and mapping relating to extractive resources. - strengthen content relating to industry, encroachment and updated policy references as identified by EPA. - Incorporate relevant content and maps from the Open Space Strategy. - identify the Grassy Eucalypt Woodland Investigation Area and flag its biodiversity significance. 	Internal/ external	Amendment/ MPS	Short

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Reference	Recommendation	Source	Type	Timing
	<ul style="list-style-type: none"> - Consider opportunities for further policy support for securing the protection of the Grassy Eucalypt Woodland Reserve. - Identify sites of state wide significance including: industrial land (State significant Northern Industrial Precinct), Waste and Resource Recovery Hubs, education and health precincts. - Incorporate relevant content from the Cooper Street Waste Recovery Hub Plan. - Reflect Clause 56.06 and the ultimate arterial network spacing. 			
29 Maps of identified networks and routes	Updating the Planning Scheme to identify networks and routes from the <i>Road and Public Transport Plan 2017</i> , <i>City of Whittlesea Road Safety Strategy 2017</i> , <i>Whittlesea Bicycle Plan 2016-2020</i> into the MPS.	Internal	Amendment / MPS	Medium
30 Maps of trails	Incorporate the following trails and the priority projects for the City of Whittlesea: Edgars Creek Trail, Merri Creek Trail, Whittlesea Rail, Yan Yean Pipe trail, Plenty Road Shared Path as outlined in the Northern Regional Trails Strategy.	Internal	Amendment / MPS	Medium

G. Internal operations

Reference	Recommendation	Source	Type	Timing
31 Officer reports	Improve Statutory Planning and Strategic Planning reports to incorporate a full assessment of a proposal, including an overall conclusion which integrates the decision-making considerations, weighing up the positives and negative attributes and the overall acceptability of a proposal, as identified by VAGO.	VAGO	Internal	Short
32 Development Plans	Consider opportunities to provide greater guidance for DP applications, including checklists, to improve the implementation of DP's.	Internal	Internal	Short
33 VicRoads	Continue to work with VicRoads, VPA and internal stakeholders regarding the issue of delivering road infrastructure for PSPs in the context of fragmented land ownership and	VicRoads	Internal and external	Short

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	out of sequence developments in the PSP areas.			
34 Clause 22.13 Telecommunications Conduit Policy	Remove the standard engineering plan condition included in subdivision permits referencing <i>Clause 22.13 Telecommunications Conduit Policy</i> , which is recommended to be removed.	Internal	Internal	Short

H. Advocacy

Reference	Recommendation	Source	Type	Timing
35 Environmental offsets under the MSA for PSP areas	Write to the Minister for Energy, Environment and Climate Change, DELWP and the Minister for Planning regarding the issue of requesting environmental offsets under the MSA for PSP areas.	Internal	Advocacy	Short
36 PSP - Review the Determining Referral Authority	Review in conjunction with the VPA, EPA and DJPR the Determining Referral Authority for subdivision, use, and development within a landfill and quarry buffer.	Internal/VCAT	Advocacy	Short term
37 Sequencing of development	Work with the VPA and other Growth Area Councils to address the issue of out of sequence development and infrastructure provision in the PSP areas.	Internal	Advocacy	Short

4. Conclusion

Overall the Whittlesea Planning Scheme has improved since the last review with the progressive implementation of the identified actions and the implementation of Council strategies.

The feedback received from internal and external stakeholders have provided insight into the useability of the Whittlesea Planning Scheme.

The review found the Planning Scheme to be performing well and Council is responding to identified deficiencies. In particular, that Council has adopted a continuous improvement model which includes reviews of its Local Planning Policy Framework which has already commenced. Opportunities to undertake further regular maintenance planning scheme amendments is recommended to tackle some of the unnecessary administrative burdens which impact on efficiency and effectiveness of the planning scheme.

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The Strategic Planning and Economic Development Department will progressively work through each of the recommendations to implement the opportunities for improvement identified. Any proposed changes to the Whittlesea Planning Scheme will be subject to the usual statutory process and will be reported to Council for approval prior to commencement of any formal planning scheme amendment process.

5. References

Food for thought: challenges and opportunities for forming in Melbourne's Food bowl A Footprint Melbourne Report, University of Melbourne, July 2018

Future prospects of local agriculture in the City of Whittlesea – Report, City of Whittlesea in collaboration with Deakin University, 2018

Interface Council's Liveability Snapshot, Interface Councils, September 2017

Plan Melbourne 2017-2050, Department Environment, Land, Water and Planning 2017

State of Australia's Fast Growing Outer Suburbs – the economic and demographic transition of the Fast Growing Outer Suburbs, NGAA, February 2018

Transformational Infrastructure Projects – In Australia's Fast Growing Outer Suburbs RMIT, March 2018

Managing Victoria's Planning System for Land Use and Development, VAGO Audit, 2017

Victoria's 30-Year Infrastructure Strategy, Infrastructure Victoria, December 2016

Whittlesea 2040 Background Paper Final Report, SGS, February 2018



Attachment A – Gazetted Local Amendments

The following is listing of Planning Scheme Amendments that reflect the local strategic work completed or carried out since the last review.

Amendment number	Description	Date gazetted
C218	Rezones one parcel of land from the Farming Zone (FZ) to the General Residential Zone Schedule 1 (GRZ1) and amends Clause 22.03 Bushfire Management Policy.	24/05/2018
C208	Rezones part of land known as 75 OHerns Road, Epping, 115 OHerns Road, Epping and 100B Yale Drive, Epping which is covered by the Urban Floodway Zone (UFZ) to Industrial 1 Zone (IN1Z).	25/01/2018
C206	Inserts subclause 7.0 Advertising Signs into Schedule 1 of the Comprehensive Development Zone to allow for appropriate business signage on relevant land.	19/10/2017
C199	The amendment seeks to rezone land within the Urban Growth Boundary from Rural Conservation Zone to General Residential Zone	
C198	Introduce a new local planning policy on Bushfire Management into the Whittlesea Planning Scheme, and update the relevant clause within the Municipal Strategic Statement.	01/02/2018
C197	Updates the Municipal Strategic Statement (MSS) including incorporating land use content from Council adopted policies and strategies not currently included in the Whittlesea Planning Scheme	11/05/2017
C195	Removes the requirement under Schedule 10 of the Development Plan Overlay to specify a maximum floor area for office and retail uses within the Janefield Development Plan area.	14/01/2016
C194	Rezones land referred to as the Doreen Neighbourhood Activity Centre to the Mixed Use Zone, and apply a new Schedule 2 to the land.	24/03/2016
C193	Introduces an incorporated document titled 'Site Specific Control - 1435 Plenty Road, Mernda, August 2014'	16/10/2014
C190	The amendment rezones land at 115W Elation Boulevard, Doreen and 126W Orchard Road, Doreen and part of the land at 111A Elation Boulevard, Doreen from the General Residential Zone 1 to the Commercial 1 Zone to achieve a consistent zoning and land use regime for land within the River Stone Activity Centre	14/05/2015
C189	Applies the Heritage Overlay to two properties within the Peter Lalor Housing Cooperative Precinct	14/05/2015

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Amendment number	Description	Date gazetted
C188	Facilitates the implementation of the Quarry Hills Precinct Structure Plan and Quarry Hills Development Contributions Plan	20/10/2016
C187	The Amendment inserts two new Incorporated Documents "Wollert Precinct Structure Plan, November 2016" and "Wollert Development Contributions Plan, November 2016" into the Whittlesea Planning Scheme and rezones the affected land to Urban Growth Zone Schedule 5 (UGZ5) to facilitate urban development; applies Special Use Zone Schedule 10 (SUZ10) to a transmission line easement; rezones parts to Rural Conservation Zone (RCZ) to protect identified biodiversity values; applies Environmental Significant Overlay Schedule 6 (ESO6) to parts of the land identified as Nature Conservation areas; applies the Incorporated Plan Overlay (IPO4 & IPO5) to parts of the land not included within the UGZ to enable implementation of the PSP; applies Public Acquisition Overlay 5 to enable widening of the existing road network; applies Land Subject to Inundation Overlay to Findons Creek corridor; applies Development Contributions Overlay Schedule 16 (DCPO16) to apply the Wollert Development Contributions Plan.	23/02/2017
C186	Amends the Cooper Street Employment Area Comprehensive Development Plan.	13/08/2014
C185	Extends the interim Design and Development Overlay Schedule 7 and Clause 22.05 - South Morang Major Activity Centre Policy for 12 months.	04/12/2014
C184	Amends various provisions of the Whittlesea Planning Scheme to rezone land to correct mapping anomalies and delete redundant maps	04/12/2014
C183	Makes a number of changes to facilitate the development and use of land within the Urban Growth Zone Schedule 4 and the Development Contributions Plan Schedule 15	18/02/2016
C182	Implements the new residential zones	09/10/2014
C181	The amendment implements the recommendations of the Residential Zones Standing Advisory Committee by applying the reformed residential zones to Whittlesea's established residential areas and making changes to the Municipal Strategic Statement of the Whittlesea Planning Scheme to implement the objectives Housing Diversity Strategy (2013-2033).	22/10/2015
C178	Translates existing floor area restrictions into relevant schedules to Urban Growth Zones (UGZ); replaces applied zones in schedules to UGZ with an equivalent reformed zone; makes other consequential changes to schedules to UGZ to implement the reformed zones; and introduces the new	01/08/2013

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Amendment number	Description	Date gazetted
	General Residential Zone and Schedule 1 to the General Residential Zone into the Casey Planning Scheme.	
C177	Makes changes to improve the format and wording of the Local Planning Policy Framework, corrects a mapping anomaly and removes redundant provisions	27/03/2014
C176	Amends the Small Lot Housing Code in the Lockerbie and Lockerbie North Precinct Structure Plans to improve the flexibility of dwelling approvals by making the application of the Code optional rather than mandatory.	24/07/2014
C175	Rezone land in the Mernda Township, the Amendment also seeks to correct a number of anomalies, on land to be developed for the future Mernda Town Centre	04/05/2017
C174	Rezones 413, 415, 425, 455, 475, 481, 485 and 505A Cooper Street Epping to Industrial 1 Zone	14/05/2015
C173	Amends boundary of Special Use Zone Schedule 4 to align with property boundary at 430 Summerhill Road, Wollert and other zoning changes and amends Schedule 3 to Clause 37.01 to clarify a planning permit is not required to construct or extend one dwelling on a lot.	26/04/2013
C172	Inserts a new Incorporated Document titled Macedonian Orthodox Church, 130 Springs Road, Donnybrook, June 2013 to allow for the use and development of the land by the Macedonian Orthodox Church.	18/07/2013
C170	Rezones land at 100 Gorge Road, South Morang from LDRZ to R1Z, remove redundant DPO's and introduce DPO31 and VPO1 to the land.	27/02/2014
C169	Rezones 730 Bridge Inn Road Doreen (Ivanhoe Grammar School) from Special Use Zone 5 to Residential 1 Zone and introduces a new Development Plan Overlay	30/05/2013
C168	20(4) request by Council to extend the interim controls (local policy and DDO) for the South Morang Activity Centre to 1 October 2014.	16/05/2013
C165	Rezones land at 61D Orchard Road, Doreen from Residential 1 Zone to Business 1 Zone and Mixed Use Zone.	29/08/2013
C163	Amends Subclause 5.0 of Comprehensive Development Zone (Schedule 2) such that all land affected by zone is subject to Category 2 of Advertising Sign Requirements at Clause 52.05.	26/04/2013
C158	Implements s48 Heritage Act 1995	17/07/2014
C157	Authorisation no. A01984. Applies a Heritage Overlay to parts of the Peter Lalor Housing Estate in Lalor and amend the Schedule to Clause 81.01 to include an incorporated document in the Whittlesea Planning Scheme which details permit exemptions, a conservation policy and design guidelines.	18/12/2014

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Amendment number	Description	Date gazetted
C154	Removes the Heritage Overlay (HO79) from part of the site located at 30 Harvest Road, Wollert.	18/12/2014
C153	Implements the recommendations of the Whittlesea Heritage Study by applying the Heritage Overlay to 88 sites of local significance, and amends maps and the Schedule to Clause 43.01 (Heritage Overlay) to correct anomalies and remove redundant controls.	14/05/2015
C151	Rezones land at 16 Settlement Road from Residential 1 Zone to Commercial1 Zone. Combined amendment and permit to facilitate extension of Bundoora Square Shopping Centre.	30/01/2014
C147	Rezones land located within the Bridge Inn Road reserve, Mernda from Road Zone, Category 2 (RDZ2) to Residential 1 Zone (R1Z) and applies Schedule 5 to the Development Plan Overlay (DPO5)	25/07/2013
C146	Rezones land at 460 McDonalds Road, South Morang from Business 3 Zone to Residential 1 Zone and removes Development Plan Overlay (Schedule 7) covering the land.	09/05/2013
C141	Rezones 510&560 Findon Road and parts of 21-29 Jindabyne Avenue South Morang from Commercial 2 to General Residential Zone and applies schedule 32 to the Development Plan Overlay to 510 and 560 Findon Road.	06/02/2014
C130	Rezones land within the Epping Central Metropolitan Activity Centre (with the exception of land zoned Public Use Zone and Public Park and Recreation Zone) to the Activity Centre Zone in accordance with the Epping Central Structure Plan. The amendment updates the Municipal Strategic Statement, removes redundant controls, applies the Development Contributions Plan Overlay, Parking Overlay, Special Building Overlay, Environmental Audit Overlay, and updates references to the activity centre within the Whittlesea Planning Scheme.	19/03/2015
C123	Amends Incorporated Document Mernda Strategy Plan, 2006 (amended 2008) to designate the subject sites as residential consistent with the property zoning.	01/06/2017
C115	Rezones part of an Urban Floodway Zone to Residential 1 Zone and modifies Land Subject to Inundation Overlay to reflect updated flood mapping data for Hendersons Road Creek catchment.	19/12/2013
C093	Rezone 475 Cooper Street Epping from Urban Floodway to Special Use Zone-Schedule 4 (Extractive Industry)	28/08/2017
C090	Rezones land at 250 O'Herns Road, Epping from Farming Zone to the Comprehensive Development Zone and updates Map 1 in Urban Growth Zone (Schedule 4 - English Street PSP).	22/12/2016
C086	Affects land at 740C Bridge Inn Road, Doreen, 640 Bridge Inn Road, Mernda, Part of 115 Wilton Vale Road, South Morang. By correcting an anomaly in the Urban Growth Boundary in the	19/10/2006

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Amendment number	Description	Date gazetted
	<p>Whittlesea Planning Scheme to exclude 5.5 hectares of land currently shown inside the Urban Growth Boundary within the Plenty Gorge Parklands. The amendment also rezones the portion of land between the title boundary and the former Urban Growth Boundary for the above parcels of land to the same zone as the adjoining land as follows:</p> <p>a) Public Park and Recreation Zone; b) Rural Conservation Zone; c) Rural Conservation Zone.</p>	
C084	Introduce a Development Contributions Plan Overlay over a number of properties for the purpose of funding a signalised intersection on McDonalds Road/Wealthiland Drive, South Morang.	28/03/2017
C083	Changes the location of the Urban Growth Boundary to allow for future urban growth and applies the Farming Zone to land previously zoned Rural Conservation now within the Urban Growth Boundary.	28/11/2005
C081	Rezones land in the Epping North urban growth area at Epping and Wollert from Rural Zone to Residential 1 Zone and Environmental Rural Zone; includes the Epping North East Local Structure Plan and Epping North East Local Structure Plan Development Contributions Plan in the list of incorporated documents forming part of the Scheme; applies the Development Plan Overlay, Design and Development Overlay and Development Contributions Plan Overlay to the Epping North East Local Structure Plan area; lists new heritage places within the schedule to the Heritage Overlay; amends the schedule to the public open space contributions table forming part of the Particular Provisions and provides for minor changes to the Municipal Strategic Statement, Vegetation Protection Overlay and Environmental Significance Overlay	29/08/2017
C081 (Part 2)	Rezones land within the Urban Growth Boundary at 5, 15, 25, 35, 45, 55, 65, 75, 85, 95 and 105 Harvest Home Road and 160 Epping Road, Epping from Farming Zone to Residential 1 Zone and introduces a Heritage Overlay to 45 Harvest Home Road, Epping	18/10/2007
C081 (Part 1)	Introduction of the Epping North East Local Structure Plan and Epping North East Local Structure Plan Development Contributions Plan.	26/06/2008
C080	Rezone land described as lot N on PS 510497 (No. 1075N) and Reserve No. 1 PS 442975M (No. 1070) Hazel Glen Drive, Doreen from Residential 1 to Comprehensive Development Zone 3 to reflect a revised location for the Laurimar Town	12/07/2007

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Amendment number	Description	Date gazetted
	Centre and incorporate a revised Laurimar Town Centre Comprehensive Development Plan into the planning scheme.	
C079	Rezone part of the land at 226 Plenty Road Bundoora from Residential 1 Zone to Special Use Zone 3 (Janefield Technology Estate)	18/05/2006
C078	Include land at 22 Wallan Road, Whittlesea in the schedule to the Heritage Overlay in Clause 43.01 and map 6HO to protect a locally significant heritage place.	20/07/2006
C077	Apply a Public Acquisition Overlay - Schedule 2 (PAO2) to the land required to enable the future construction of the Findon Road extension between Plenty Road and Gorge Road, South Morang; delete the Development Plan Overlay - Schedule 6 (DPO6) and the Vegetation Protection Overlay - Schedule 1 (VPO1) from the land where PAO2 is applied; and insert a new Schedule to Clause 52.17 (Native Vegetation).	14/07/2011
C076	Apply the existing Development Plan Overlay Schedule 25 (DPO25) to land at 530 McDonalds Road, South Morang.	13/10/2016
C075	Rezone part of land at 490 Cooper Street, Epping from Public Use Zone 6 (Local Government) and Special Use Zone Schedule 4 (Extractive Industry) to Industrial 1 Zone and further land from Special Use Zone Schedule 4 (Extractive Industry) to Public Use Zone 6 (Local Government) to facilitate the use and development for a regional animal welfare precinct for use by the City of Whittlesea, the Royal Society for the Protection of Animals (RSPCA) and the Cat Protection Society.	6/03/2008

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6.1.4 42 TERNHOLME CRESCENT DOREEN - CONSTRUCTION OF THREE DWELLINGS

Attachments:	1	Locality Maps ↓
	2	Development Plans ↓
Responsible Officer:	Director Partnerships, Planning & Engagement	
Author:	Planning Officer	
APPLICANT:	Dovetail Developments	
COUNCIL POLICY:	21.09 Housing	
ZONING:	General Residential Zone	
OVERLAY:	Vegetation Protection Overlay	
REFERRAL:	Nil	
OBJECTIONS:	4, including one petition with 14 signatories	

RECOMMENDATION SUMMARY

That Council resolve to refuse Planning Application No. 718185 for the construction of three dwellings at 42 Thernholme Crescent, Doreen on the basis that it represents an overdevelopment of the site.

KEY FACTS AND / OR ISSUES

- It is proposed to construct three double storey dwellings on a corner allotment.
- Notification of the application was undertaken and 4 objections, including one petition with fourteen signatories were received. Grounds of objection included; proposal is contrary to the existing neighbourhood character, scale of the development, overdevelopment of the site, car parking and additional traffic, increased noise, and an increase in criminal activity in the area.
- The proposal does not show a satisfactory level of compliance with Clause 55 (ResCode) suggesting an overdevelopment of the site through failing to respond to the existing character of the area, provision of inadequate setbacks and integration with the street, as well as adopting poor sustainability and landscaping opportunities.

REPORT

SITE AND SURROUNDING AREA

The site is a residential property located on the corner of Thernholme Crescent and Nash Grove in Doreen, approximately 440m west of Laurimar Boulevard (see **Attachment 1**).

The site has a 19.5m frontage to Thernholme Crescent and has a side frontage of 32.0m to Nash Grove and a total site area of 620sqm. The site has a 3 metre slope which falls from the northeast to the southwest corner.

The site currently contains a single storey brick dwelling, with a pitched tiled roof, and a double garage. Vehicle access to the dwelling is obtained from a crossover and accessway along the western boundary which faces Thernholme Crescent. There is no front fence; however, a side fence extends along the frontage of Nash Grove.

The site is located within the Laurimar Harrisons View Estate and the lots in this immediate area predominately consist of detached single storey residential dwellings of a contemporary design with face brickwork and some rendering. Allotments range in size from approximately 400sqm to 800sqm with frontages of 12.5 metres to 22 metres. The front setback of these lots are well landscaped and front fencing is not a common feature in the neighbourhood.

Medium density developments are not a predominate characteristic of the surrounding area; however, there is one medium density product located on the corner of Nash Grove and Bear Crescent.

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

- Chadwick Park – McKenzie Way – (150m north)
- Bus Route 381 – Mernda Station to Diamond Creek (600m east)
- Laurimar Primary School (1km south east)
- Woolworths – Hazel Glen Drive (1.1k m south east)
- Mernda Railway Station (3.3km south west)

RESTRICTIONS AND EASEMENTS

The site is described as Lot No. 523 on Plan of Subdivision No. 608535V.

The Certificate of Title submitted as part of the application indicates that the site is not subject to any Restrictive Covenants or Section 173 Agreements.

A 2.0m wide drainage easement runs along the southern rear boundary of the site.

PROPOSAL

The application seeks approval for the construction of three dwellings on a corner allotment with one dwelling having a frontage to Thernholme Crescent and the others to Nash Grove (see **Attachment 2**). The existing dwelling and associated structures will be demolished. Three vehicle crossovers are proposed for access to each of the dwellings.

Further details of the proposal are outlined in the following table:

Dwelling No.	Height / Scale	No. of Bedrooms	Setbacks	Secluded Private Open Space	Car Parking
Dwelling No. 1 Facing Thernholme Cres	Double Storey	4	4.0m front (west) 3m side (north) 0m side (south) 0m rear (east)	30.0m ²	Single Garage and Tandem Car Space

Dwelling No. 2 Facing Nash Grove	Double Storey	4	2.2m front (north) 0m side (west) 0m side (east) 2.0m rear (east)	38.0m ²	Single Garage and Tandem Car Space
Dwelling No. 3 Facing Nash Grove	Double Storey	4	2.8m front (north) 0m side (west) 0m side (east) 2.0m rear (east)	37.0m ²	Single Garage and Tandem Car Space

PUBLIC NOTIFICATION

Advertising of the application has resulted in 4 objections, including one petition with fourteen signatories, being received. The grounds of objection can be summarised as follows:

1. The proposal is contrary to the existing neighbourhood character;
2. The scale of the development;
3. Overdevelopment of the site;
4. Car parking and additional traffic;
5. The proposal will set a negative precedent for the area;
6. Increased noise; and,
7. An increase in criminal activity in the area.

A response to the grounds of objection will be provided later in this report.

GENERAL RESIDENTIAL ZONE (SCHEDULE 1)

Planning approval is required for the construction of more than one dwelling on a lot within this zone. The application for the construction of more than one dwelling on a lot must meet the requirements of Clause 55 of the Scheme (ie. ResCode).

Pursuant to Clause 32.08-4, a lot must provide the minimum garden area at ground level. As the site is between 501-650m² at least 30% of the site must be retained as garden area. The proposal provides approximately 186m² (30%) of garden areas and therefore the proposal achieves compliance with Clause 32.08-4.

VEGETATION PROTECTION OVERLAY - SCHEDULE 1

The Vegetation Protection Overlay aims to protect native vegetation in the Plenty Valley and surrounding areas of Mernda, Doreen and South Morang.

The subject land does not contain any existing vegetation. Therefore, this overlay is not relevant to the proposed works.

ASSESSMENT AGAINST CLAUSE 55 OF THE WHITTLESEA PLANNING SCHEME

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

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

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

	✓ - Compliance x - Non compliance	Objectives	Standards	Comments
B1	Neighbourhood Character	x	x	<p>The overall form, scale and siting of the proposal fails to meet the objectives of Clause 55.02-1 - Neighbourhood Character, as it does not respect the characteristics of the existing and emerging neighbourhood seen in the Laurimar Harrisons View Estate.</p> <p>From a review of the existing neighbourhood character the following established design elements and features of dwellings in the immediate area have been identified:</p> <ul style="list-style-type: none"> ○ Lots range in size from approximately 400sqm to 800sqm. ○ Lots have frontages of 12.5 metres to 22 metres. ○ Singular crossovers accessing each allotment. ○ Each allotment has a side setback from at least one boundary. ○ Elaborate and generous landscaping to the front setback, embellished through consistent dwelling integration treatment where no amount of hard surface area in the front setback undermines this space. <p>The proposed development does not have regard to this character for the following reasons:</p> <ul style="list-style-type: none"> ○ The development proposes a double storey boundary to boundary development. ○ Three dwellings on the 620sqm lot would result in a density of 206.6sqm per lot which is an uncharacteristic density with this area of the Laurimar Harrisons View Estate. ○ There is limited opportunity for any meaningful landscaping to present to the neighbourhood due to the proposed fencing and limited front setbacks for Dwelling No. 2 and No. 3. <p>These inconsistencies indicate that the proposal is an inappropriate development that does not respect the pattern of local urban structure and subdivisions. The proposal is considered to be a departure from the existing and emerging character of the area.</p>
B2	Residential Policy	✓	✓	
B3	Dwelling Diversity	N/A	N/A	Only applicable to developments of ten (10) or more dwellings

	✓ - Compliance x - Non compliance	Objectives	Standards	Comments
B4	Infrastructure	✓	✓	
B5	Integration with the street	x	x	<p>The location of the secluded private open space for proposed Dwelling No. 1 and its associated 1.8 metre high brick fence is considered to compromise the developments level of compliance with this objective.</p> <p>Relying on this area for secluded open space impacts on the dwellings ability to appropriately integrate with the streetscape and the preferred neighbourhood character.</p> <p>Furthermore, the front setbacks associated with Dwelling No. 2 and Dwelling No. 3 are limited which also impacts on the proposal ability to provide meaningful landscaping opportunities to the streetscape.</p> <p>It is considered that the non-compliance of this standard is symptomatic of the application being an overdevelopment.</p>
B6	Street setback	x	x	<p>Dwelling No. 2 proposes a 2.2 metre front setback and Dwelling No. 3 proposes a 2.8 metre front setback.</p> <p>In this instance the standard requires these dwellings to have a 3.0 metre front setback at a minimum.</p> <p>The reduced street setback for these dwellings alongside continuous built form on the ground floor and minimum separation on the first floors is considered symptomatic of an overdevelopment of the site.</p>
B7	Building height	✓	✓	
B8	Site coverage	✓	✓	
B9	Permeability	✓	✓	
B10	Energy efficiency	x	x	<p>The proposed dwellings are limited with the provision of north facing windows for their living/dining/kitchen areas which is particularly evident for Dwelling No. 2 and Dwelling No.3.</p> <p>Furthermore, the location of the living area and private open space for proposed Dwelling No. 2 and Dwelling No. 3 is not considered an acceptable outcome.</p> <p>It is considered the poor energy efficient design response for these dwellings is symptomatic of the sites constraints and speaks to the proposal being an overdevelopment.</p>

	✓ - Compliance x - Non compliance	Objectives	Standards	Comments
B11	Open space	N/A	N/A	Only applicable if public or communal open space is to be provided on site or adjacent to the development.
B12	Safety	✓	✓	
B13	Landscaping	x	x	<p>It is considered the landscaping opportunities across the site are tokenistic. The proposed vegetation within the front setbacks are not considered adequate for the scale of development. The front setbacks are dominated by the dwellings, hard surfaces required for the crossovers/ tandem car parking spaces and brick fencing.</p> <p>Therefore, it is considered that the proposed landscaping does not adequately compliment the medium density outcome nor does it significantly contribute to the neighbourhood character.</p>
B14	Access	x	x	<p>The proposed access arrangement for proposed Dwelling No. 1 is of particular concern.</p> <p>The angled arrangement of this crossover and its inability to run parallel with the fence line indicates the site constraints for this scale of development.</p> <p>It is also worth noting the proposed crossover for Dwelling No. 2 would require the removal of an existing established street tree.</p> <p>The design of vehicles crossovers should respect the neighbourhood character and it is considered this particular access point is of a poor design response.</p>
B15	Parking location	✓	✓	
B17	Side and rear setbacks	✓	✓	
B18	Walls on boundaries	✓	✓	
B19	Daylight to existing windows	✓	✓	

	✓ - Compliance x - Non compliance	Objectives	Standards	Comments
B20	North-facing windows	x	x	<p>The solar access to the north facing habitable room window of the neighbouring dwelling to the south (40 Thernholme Crescent, Doreen) will be unreasonably reduced by the proposed development.</p> <p>The garage associated with Dwelling No. 1 does not comply with this standard as it is not setback the required distance.</p> <p>The double storey bulk of the overall development is also likely to have an unreasonable amount of impact on solar access to this habitable room window during the morning hours.</p>
B21	Overshadowing open space	✓	✓	
B22	Overlooking	✓	✓	
B23	Internal views	✓	✓	
B24	Noise impacts	✓	✓	
B25	Accessibility	✓	✓	
B26	Dwelling entry	✓	✓	
B27	Daylight to new windows	✓	✓	
B28	Private open space	✓	✓	
B29	Solar access to open space	x	x	<p>The three proposed dwellings provide an area greater than 40sqm however the concern relates to the configuration and usability of these spaces. The secluded private open spaces for Dwelling No. 2 and Dwelling No. 3 are poorly orientated and do not maximise their opportunity for solar access.</p> <p>This outcome is considered to be symptomatic of the proposal not appropriately responding to the sites layout and constraints.</p>
B30	Storage	✓	✓	
B31	Design detail	x	x	<p>As discussed earlier in this report, the continuous built form along the ground floor of the dwellings and the lack of meaningful separation along the first floors of the dwellings is considered unacceptable and symptomatic of an overdevelopment of the site.</p>

	✓ - Compliance x - Non compliance	Objectives	Standards	Comments
B32	Front fences	✓	✓	
B33	Common property	✓	✓	
B34	Site services	✓	✓	

CAR PARKING

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

Dwelling No.	No. of Bedrooms	Car Spaces Required	Car Spaces Provided	Complies
1	4	2	2	Yes
2	4	2	2	Yes
3	4	2	2	Yes

Garages should be at least 6.0m long and 3.5m wide for a single space and 5.5m wide for a double space (measured inside the garage or carport). An open car space should be at least 4.9m long and 2.6m wide. The proposal complies with these requirements.

COMMENTS ON GROUNDS OF OBJECTION

1. The proposal is contrary to the existing neighbourhood character

As discussed within the response to Clause 55, the proposal fails to respect the existing neighbourhood character.

2. The scale of the development

As discussed within the response to Clause 55, the continuous built form at the ground floor level and separation between the dwellings at the first floor level is unacceptable and not consistent with other developments in the immediate area.

3. Overdevelopment of the site

As discussed within the response to Clause 55, the proposal fails to comply with several key standards of Clause 55 – ResCode of the Whittlesea Planning Scheme, which indicates the proposal is an overdevelopment of the site.

4. Car parking and additional traffic

The development proposes car parking which meets the minimum requirements of Clause 52.06 of the Whittlesea Planning Scheme. Whilst meeting the requirements, provision of single garages with tandem spaces for three dwellings is not ideal given the size of the dwellings with four bedrooms.

5. The proposal will set a negative precedent for the area

Each application for medium density development is assessed on its merits and must comply with the Whittlesea Planning Scheme. The current proposal is considered an overdevelopment of the site and contrary to the existing neighbourhood character.

6. Excessive noise

The development as proposed complies with Standard B24 of the Whittlesea Planning Scheme which seeks to contain noise sources in developments that may affect existing dwellings and to protect residents from external noise. The proposal is for residential use of the land in a residential area and the development will not require external mechanical plant or any other inappropriate source of noise. While some additional noise will be generated by virtue of the greater number of residents on the land, this is acceptable in a residential area.

7. An increase in criminal activity in the area

This is an assertion with no supporting evidence. An increase in dwellings does not necessarily mean an increase in crime and in fact can actually reduce crime through increased activity and surveillance.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

The application has been assessed against the Whittlesea Planning Scheme, and in particular the objectives and standards of Clause 55. The proposal demonstrates an unsatisfactory level of compliance. It is considered that the proposal is inappropriately designed, and will have a detrimental impact on the character of the neighbourhood and on existing surrounding residential properties. Accordingly, refusal of the application is recommended.

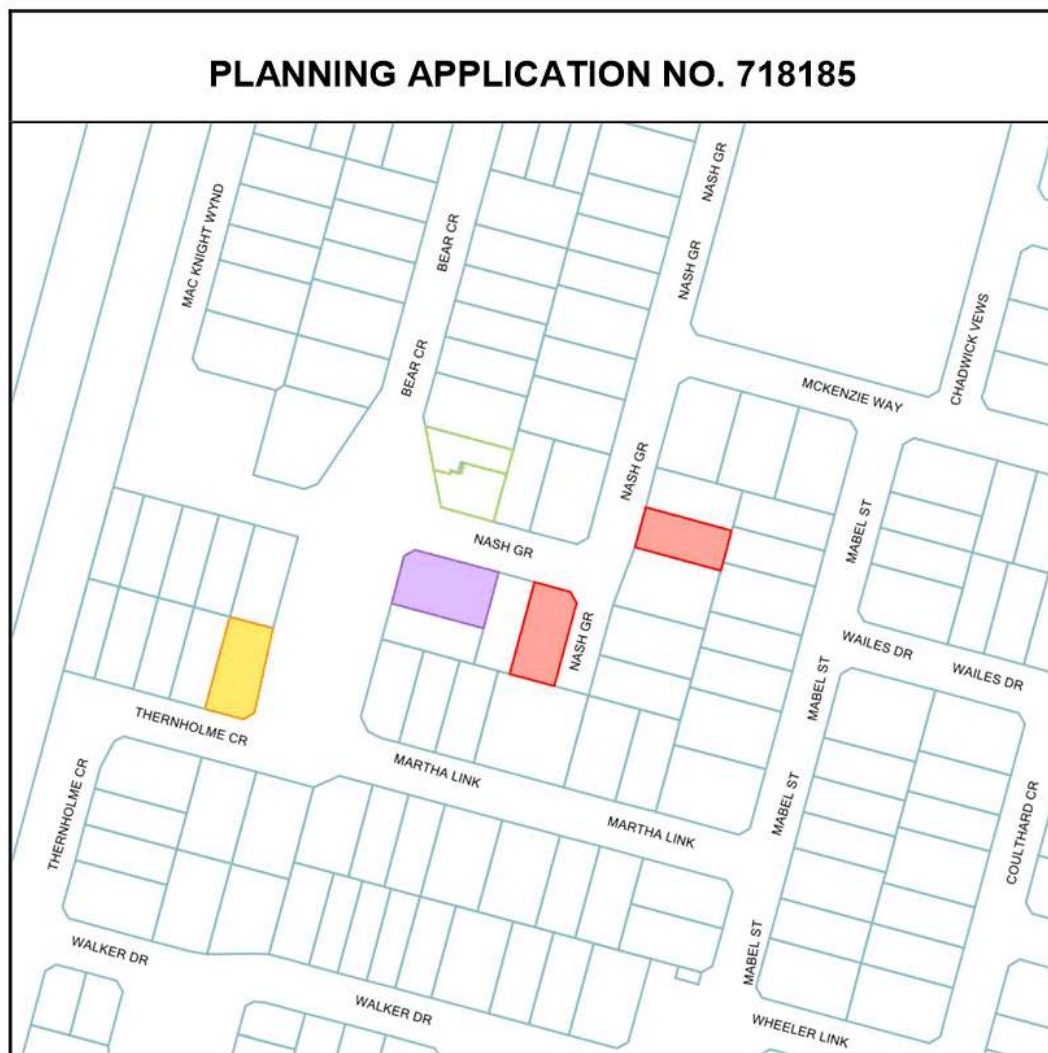
A more suitable design response with reduced dwellings, greater setbacks, spacing and open space would be more site responsive and characteristic of the area.

RECOMMENDATION

THAT Council resolve to Refuse Planning Application No. 718185 for a multi-dwelling development comprising three double storey dwellings at 42 Thernholme Crescent, Doreen, on the following grounds:

- 1. The proposed development does not achieve satisfactory compliance with Clause 55 (Rescode) of the Whittlesea Planning Scheme, in particular:-**
 - a) Clause 55.02-1 – Neighbourhood Character;**
 - b) Clause 55.02-5 – Integration with the Street;**
 - c) Clause 55.03-1 – Street Setback;**
 - d) Clause 55.03-5 – Energy Efficiency;**
 - e) Clause 55.03-8 – Landscaping;**
 - f) Clause 55.03-9 – Access;**

- g) Clause 55.04-4 – North-facing windows;
 - h) Clause 55.05-5 – Solar Access to Open Space; and,
 - i) Clause 55.06-1 – Design Detail.
- 2. The proposed will result in an overdevelopment of the site and have an adverse impact on neighbourhood character.



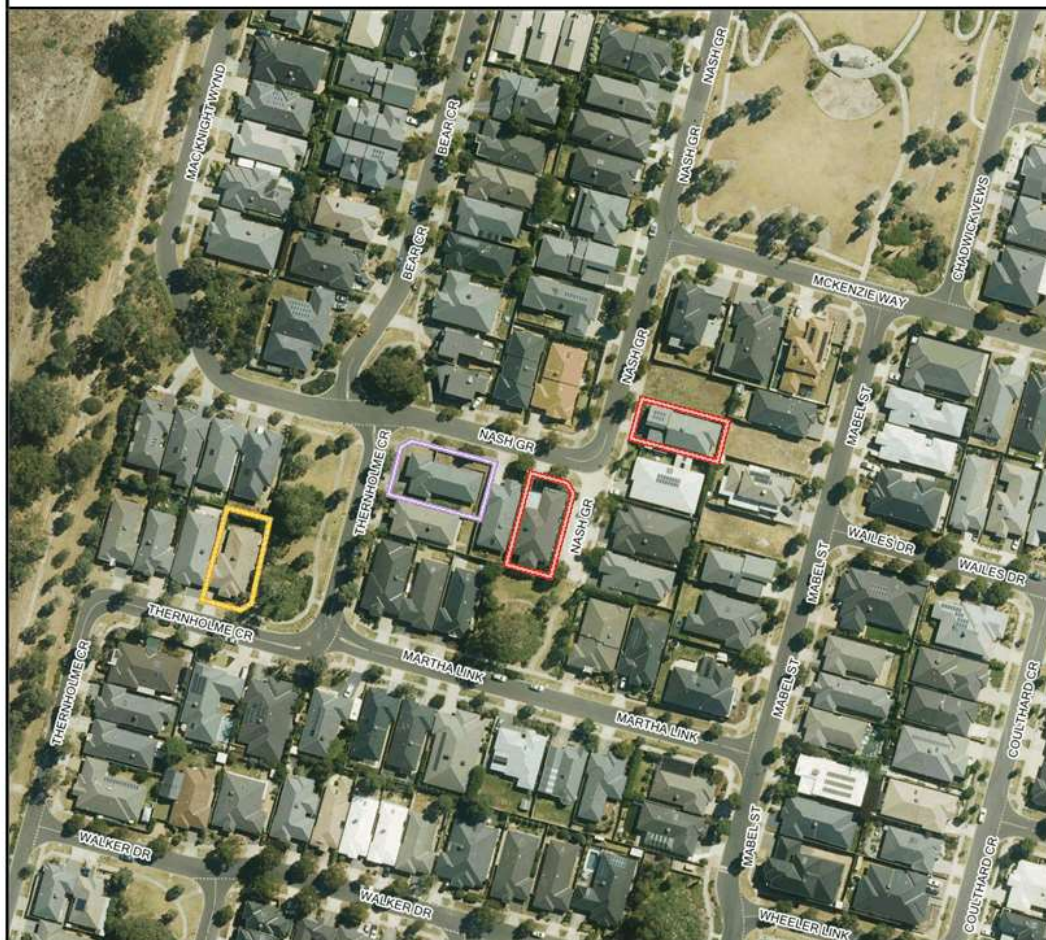
- Subject Land
- Objector
- Petition Head (13 signatories included)



**City of
Whittlesea**

BUILDING AND PLANNING REPORT

PLANNING APPLICATION NO. 718185



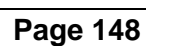
- Subject Land**
- Objector**
- Petition Head (13 signatories included)**

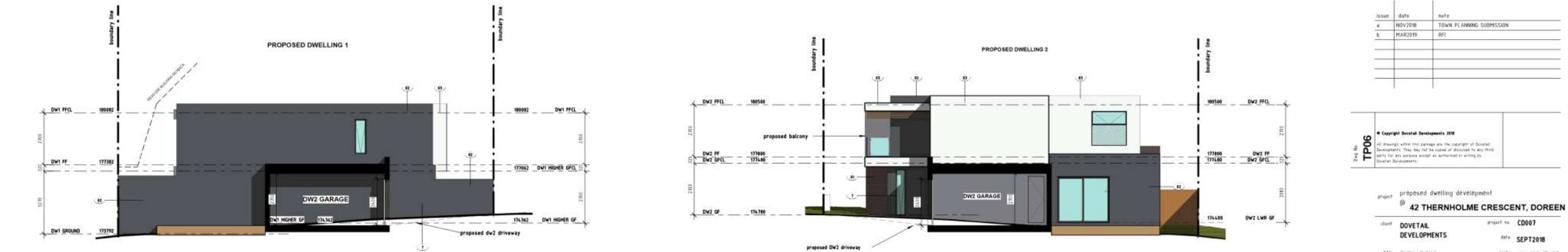
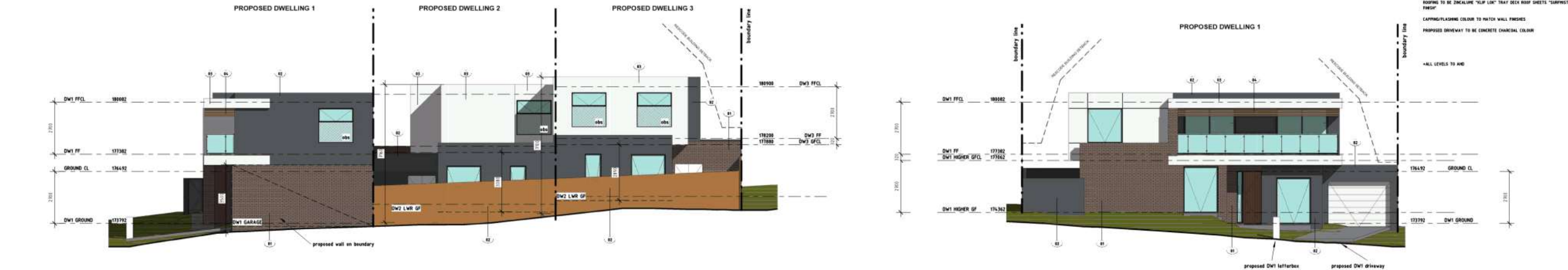
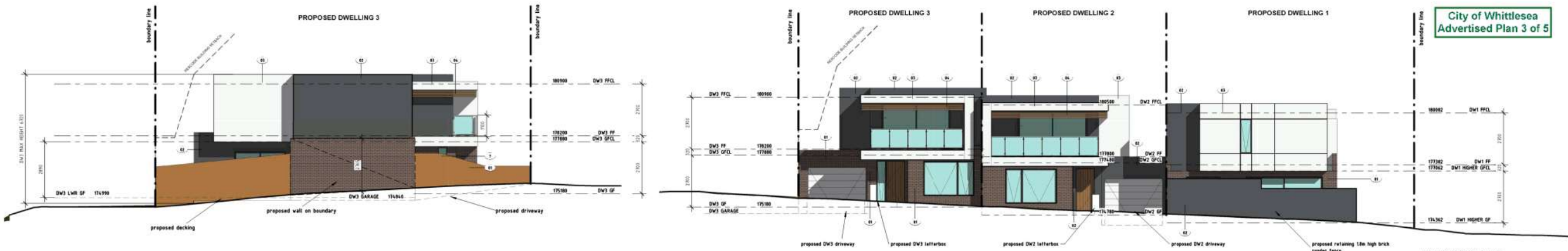


**City of
Whittlesea**

BUILDING AND PLANNING REPORT









186m2 = 30% GARDEN AREA

issue	date	note
a	NOV2018	TOWN PLANNING SUBMISSION
b	MAR2019	RPI

Sheet No. TP08	© Copyright Dovetail Developments 2018	
	All drawings within this package are the copyright of Dovetail Developments. They may not be copied or disclosed to any third party for any purpose except as authorised in writing by Dovetail Developments.	

project	proposed dwelling development @ 42 THERNHOLME CRESCENT, DOREEN		
client	DOVETAIL DEVELOPMENTS	project no.	CD007
		date	SEP172018
title	Garden Area	scale	1 : 100 @ A1



1 GARDEN AREA
1 : 100



6.1.5 ASSEMBLIES OF COUNCIL REPORT - 4 JUNE 2019

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
Arts Cultural and Sporting Grants Program for Young People 1 April 2019	Cr Cox (Mayor)	MCBP TLCI DSO	1. Aria Clemmet-Kennedy – Sporting Grant 2. Canisha Clemmet-Kennedy – Sporting Grant 3. Antonio Markovski – Sporting Grant <i>Nil disclosures</i>
Councillor Briefing 9 April 2019	Cr Cox (Mayor) Cr Alessi Cr Pavlidis Cr Sterjova	CEO ADCS DCRS DCTP	1. Quarry Hills Regional Parkland Landscape Master Plan 2. Equal and Safe Strategy – Improving Gender Equality and Preventing Violence Against Women 3. City of Whittlesea Biodiversity Strategy and Action Plan <i>Nil disclosures</i>
Councillor Briefing 30 April 2019	Cr Cox (Mayor) Cr Alessi Cr Desiato Cr Monteleone Cr Pavlidis	CEO DCS DCRS DCTP ADPPE	1. Huskisson Recreation Reserve Master Plan, Lalor 2. Aged Care Reform Implementation - Update <i>Nil disclosures</i>

The table below represents an Index of Officer titles:

Initials	Title of Officer	Initials	Title of Officer
ADCS	Acting Director Community Services – Jane Price	DCTP	Director City Transport and Presentation– Nick Mann
ADPPE	Acting Director Partnerships, Planning & Engagement – George Saisanas	DSO	Department Support Officer – Cheryl Gallagher
CEO	Chief Executive Officer – Simon Overland	MCBP	Manager Community Building and Planning – Belgin Besim
DCRS	Director Corporate Services – Helen Sui	TLCI	Team Leader Community Inclusion – Kelisha Nikitas
DCS	Director Community Services – Russell Hopkins		

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.

LINK TO STRATEGIC RISKS

Strategic Risk *Governance - Management - Ineffective governance of Council's operations and activities by Management resulting in either a legislative or policy breach*

Reporting assemblies of Councillor meetings is a legislative requirement which also promotes open and transparent decision making.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal **Enabling the vision**

Whittlesea 2040 Key Direction **Making it happen**

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

Council Priority **Organisational Sustainability**

The provision of this report is in line with Whittlesea 2040 and the 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.

6.1.6 60 ELEVENTH AVENUE, EDEN PARK - USE OF THE LAND FOR ANIMAL KEEPING

Attachments:	1	Locality Maps ↓
	2	Application documents ↓
Responsible Officer:	Director Partnerships, Planning & Engagement	
Author:	Planning Officer	
APPLICANT:	Peter Cave	
COUNCIL POLICY:	N/A	
ZONING:	Green Wedge Zone	
OVERLAY:	Bushfire Management Overlay Restructure Overlay	
REFERRAL:	Health, Sustainability and, City Safety and Amenity (Animal Management).	
OBJECTIONS:	Five objections received (originally six).	

RECOMMENDATION SUMMARY

That Council resolve to refuse application 717913 for the use of the land for animal keeping at 60 Eleventh Avenue, Eden Park, as the proposal will cause unreasonable amenity impacts on neighbouring properties.

KEY FACTS AND / OR ISSUES

- The application is retrospective, seeking to legitimise the use for keeping 19 animals (including breeding) on the subject site, following enforcement action.
- The proposed use will be primarily located within the north-eastern portion of the subject site in close proximity to dwellings located on the adjoining lots.
- A total of six objections were received during the advertising period, one of which was later withdrawn. Grounds of objection related to amenity impacts associated with noise and odour emissions, waste disposal and treatment of animals.
- The proposed land use, does not demonstrate a satisfactory level of compliance with the relevant planning controls and is therefore considered incompatible within its context.

REPORT**SITE AND SURROUNDING AREA**

The subject site is large and rectangular in shape with an area of 2.44ha. It is developed with a detached dwelling, a shed and a number of outbuildings associated with the animal keeping use. This includes a large outbuilding adjacent to the eastern boundary and smaller outbuildings in the north-east of the subject site.

There is limited vegetation across the site, with a mixture of native and exotic vegetation and a dam located in the south west corner.

The site is accessed via an existing crossover and driveway from Eleventh Avenue and the property is undulating in its topography with a rise and fall approximately 20m across the site, the high point being the north-west corner and the low point of the site being the south-west corner.

The surrounding area is made up of a mix of rural and residential uses, with large lots and developed with detached dwellings and associated outbuildings. Vegetation is mostly evident along property boundaries and to the west of the subject site which includes significant areas of native vegetation.

Land to the north, east and west have been developed with dwellings and associated outbuildings, while the site to the south is vacant of built form and includes native vegetation scattered across the site.

RESTRICTIONS AND EASEMENTS

The Certificate of Title submitted as part of the application indicates that the site is not subject to any Restrictive Covenants or Section 173 Agreements.

PROPOSAL

The proposal seeks to retrospectively legitimise the use of the land for the purpose of animal keeping (including breeding). Animal keeping is defined as land used to breed or board domestic pets or keep, breed, or board racing dogs.

The following animals are currently kept on the subject site:

- 6 Cats,
- 11 Dogs,
- 1 Horse,
- 1 Sheep.

The horse and the sheep are kept as pets. The location on site where animals will be kept has been fitted with four bays with a total of 16m of open area, and also has three bays of enclosed rooms, including a feed room, a storage room and second storage room with a roller door housing equipment.

A subsequent written statement was provided indicating that a maximum of 10 dogs will be accommodated on the premises at any one time. The applicant has also noted that the dogs are “old” and will not be replaced when they die. It is understood that the cats and dogs have been kept for animal shows.

The applicant has stated that previously that the dogs and cats have had litters on the subject site. The written submission does not indicate if animal breeding will continue on the subject site.

The application seeks to legitimise an external dog run and two cat run structures associated with the use.

The dogs are to be housed in the large outbuilding adjacent to the eastern boundary, and a number of dog runs (constructed of chain link fencing). The cats will be housed within the cat runs north of the existing dwelling.

PUBLIC NOTIFICATION

Advertising of the application resulted in a total of six objections being received. One objection was later unconditionally withdrawn reducing the number back to five.

The grounds of objection can be summarised as follows:

1. Emissions (noise and odour) and waste disposal.
2. Treatment of the animals.
3. The number of animals exceeds that allowable under the Green Wedge Zone.

PLANNING ASSESSMENT

The following State Planning Policies, Local Planning Policies and particular provisions of the Whittlesea Planning Scheme (the Scheme) are considered relevant to this application.

Response to Policy Framework

The proposal fails to have adequate regard to the relevant State and Local Policies contained within the Whittlesea Planning Scheme.

Clause 13.07 relates to 'Environmental Risks and Amenity', and the purpose of this clause is: "To safe guard community amenity while facilitating appropriate commercial, industrial or other uses with potential off-site effects."

Clause 13.07-1S – contains the following objective: "(land uses should) safeguard community amenity while facilitating appropriate commercial, industrial or other uses with potential off-site effects." Strategies to ensure use and development are appropriate functions of the area including directing land uses into appropriate locations as well as appropriate building design and land use separation measures.

The proposal is not considered to be consistent with Clause 13.07 as the amenity impacts to the adjoining properties would be unreasonable, particularly noise and odour, and these matters cannot be satisfactorily resolved via permit conditions. There is little separation between the proposed use and the adjacent dwellings, as well as the buildings that the proposal seeks legitimisation for have not been designed to ensure amenity impacts are appropriately managed.

The following sections of the Local Planning Policy Framework are relevant to the proposal:

- Clause 21.02 – Municipal Strategic Statement.
- Clause 21.04 – Settlement.
- Clause 21.05 – Environmental and Landscape Values.
- Clause 21.07 – Environmental Risk.

In response to the above local policy framework, whilst Animal Keeping would be a common land use within the Green Wedge Zone, the proposed intensity of the land use and its proximity to adjoining dwellings is considered to cause unreasonable amenity impacts to the adjoining land. As noted elsewhere in this report, due to the location and total number of animals and associated noise and odour, the proposal is not considered to be consistent with the above Local Planning Policies that seek to manage environmental risks and landscape values. Furthermore, as the majority of works are considered to be unapproved, the proposal has not given due regard to the placement of these buildings (being near to the property boundaries).

The works are relatively minor and would be suitable without the proposed use, however their use is problematic due to the lack of consideration to design (being difficult to clean and not provided with any noise mitigation measures). In this context the relatively minor works are not suitable to be used in association with Animal Keeping.

Green Wedge Zone

Pursuant to Clause 35.04-1 and 35.04-5 of the Whittlesea Planning Scheme, a planning permit is required for the use and associated development of Animal Keeping on the site as the proposal seeks to keep more than five animals.

Whilst the zone allows for such uses to be considered, the subject site does not appropriately accommodate the proposed use or respect the existing amenity of the area. The site is located within a part of Eden Park where lot sizes are smaller and have been restructured, thereby containing dwellings. These neighbouring dwellings are located within approximately 100m of the activity area resulting in the site being unsuitable for the use with a lack of compatibility with adjoining land uses. This distance is considered close in the context of noise and odour produced by the animals and is an example of inadequate buffers between this land use and the adjoining land uses. It is also noted that the land use has been the subject of complaints as far back as 2011 (according to Council records).

Council's Animal Management Officers attended the subject site prior to the lodgement of this application. The following is a summary of the details:

- Council's Animal Management Officer and a member of the RSPCA visited the subject site on the basis there were unregistered animals at the subject site. The site was found to be non-compliant with the requirements of the Local Law.
- The conditions that the dogs and cats were kept in were considered to be poor. It was estimated that the animal pens had not been cleaned in some time as there was a build-up of faecal matter in all the pens. One of the dog runs was also poorly drained, which had led to a significant build-up of water and faecal matter. This was determined to be a health hazard to animals and residents.
- A foul smell was detected emanating from the area associated with the proposed land use.
- It is also noted that the runs were cleaned with water, which was not entering any formal drain. Consequently, there was significant faecal matter surrounding the buildings associated with the use. This is likely to be the source of the foul odour.
- It is also noted that the member of the RSPCA removed one of the dogs.

Council's Planning Enforcement officer subsequently visited the subject site to establish that a Planning Permit would be required for the land use.

The management behaviour is not something controlled by the planning scheme and whilst significant investment could be made to manage odour and drainage, noise issues cannot be overcome. As such, it is considered the land use as proposed is not consistent with the decision guidelines, the purpose or the objectives of the Green Wedge Zone. The use is

considered the primary issue of concern, whilst the works are considered minor in relation to the subject site and are unlikely to unreasonably impact the surrounding area as stand alone structures. That being said, they have not been placed with due consideration for the adjoining sensitive interface. Given the size of the subject site and the proximity of dwellings surrounding the subject site, it may have been possible to locate the use with sufficient buffers to the sensitive interfaces which would have allowed significant mitigation measures to be implemented. The legitimisation of the existing use and development is considered to be flawed by its location and the limitations of infrastructure (such as a lack of suitable drainage, setbacks to sensitive land uses and any mitigation measures for noise which are unlikely able to achieve a satisfactory outcome).

Bushfire Management Overlay

The proposed use and the buildings associated with the use are not located within land affected by the Bushfire Management Overlay. Therefore, the proposal does not require planning permission under the overlay.

Restructure Overlay

As the subject site is a restructured allotment, the use and development can be considered.

PARTICULAR PROVISIONS

Non applicable.

GENERAL

Should this application be refused, a maximum of 5 animals are permitted on the subject site. Alternative arrangements will need to be made by the owner for the remaining animals, who will not be permitted on the subject site. Council's Animal Management Officers will be available to assist the applicant where possible.

COMMENTS ON GROUNDS OF OBJECTION

1. Emissions (noise and odour) and waste disposal.

Concerns have been raised regarding with the management and disposal of animal refuse on the land as well as emissions (namely noise and odour) from the site. The most prevalent of these are noise and odour. The generation of emissions is considered to be a poor amenity outcome as a result of the location of the animals being adjacent to the eastern property boundary and a number of nearby dwellings, all within approximately 100m. Any attempt to ameliorate the noise with acoustic fencing would be an unreasonable outcome within the context of a rural area.

2. Treatment of the animals.

Numerous objectors have raised concerns regarding the treatment of animals on the subject site. It is noted that the property has been visited by the RSPCA and Council Animal Management Officers and some animals have been removed. However, the Whittlesea Planning Scheme does not provide scope to determine an application on the alleged behaviour of an applicant.

3. The number of animals exceeds that allowable under the Green Wedge Zone.

It is noted that the Green Wedge Zone contains a limit of 5 animals for Animal Keeping without the need for a permit. However, there is no limit on number of animals that can be kept with a planning permit, subject to satisfying the relevant sections and considerations of

the planning scheme. The proposal is therefore not prohibited and requires a merits assessment. Notwithstanding that, and as noted elsewhere in the report, the proposal is not supported due to its unreasonable amenity impacts on the surrounding area.

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

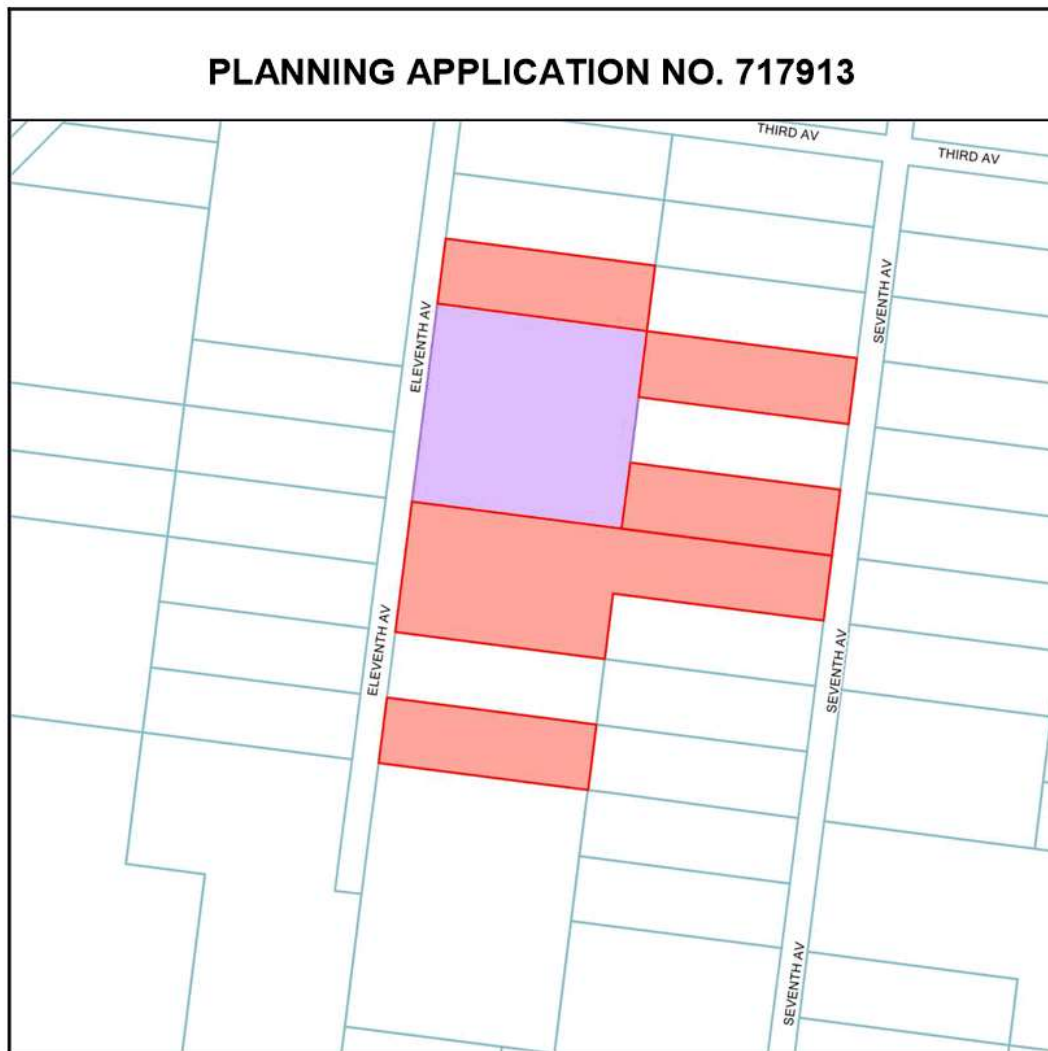
CONCLUSION

The proposal fails to provide an adequate response to the relevant State Planning Policy Framework, Local Planning Policy Framework and the Green Wedge Zone. This is due to the location of the dogs (being adjacent to the eastern boundary) and the amenity impacts (noise, odour and waste disposal) that are difficult to contain. It is therefore recommended that the use is incompatible with the area creating unreasonable impacts on adjoining properties and should be refused.

RECOMMENDATION

THAT Council resolve to Refuse Planning Application No. 717913 and issue a Refusal to Grant a Planning Permit for Use and Development of the land for Animal Keeping at 60 Eleventh Avenue, Eden Park, on the following grounds:

1. The proposal does not comply with Clause 35.04 – Green Wedge Zones as:
 - a) The proposal will unreasonably impact the amenity of the adjoining properties, including noise, odour and waste disposal.
 - b) The subject site is not suitable for the use and development.
 - c) The proposed use of the site is not compatible with adjoining land uses.
2. The proposal fails to provide a satisfactory response to the relevant State and Local Planning Policy Framework:
 - a) Clause 13.07 - Environmental Risks and Amenity;
 - b) Clause 21.05 – Environmental and Landscape Values; and
 - c) Clause 21.07 – Environmental Risk.




**City of
Whittlesea**

BUILDING AND PLANNING REPORT

PLANNING APPLICATION NO. 717913



 Subject Land
 Objector



City of
Whittlesea

BUILDING AND PLANNING REPORT

Application for Animal Keeping - 60 Eleventh Avenue, EDEN PARK 3757

Peter & Maria Cave

My wife and I have shown and bred Labrador Retrievers for over 36 years. My wife has also shown and bred Burman cats since 2004 (14 years).

Peter & Maria Cave purchased 60 Eleventh Avenue in September 2003 and moved in April 2004. Applied for approval to Whittlesea Council in May 2004 to build a 28 Metre Shed which was approved in late 2004. The intention was to keep dogs in the Shed as detailed in the Application. As part of the Council requirement for Approval of the Shed, a Septic Tank was installed nearby.

We moved from Mill Park to Eden Park on to a property of six acres (2.4 hectares) we had 7 dogs and 2 cats. In 2004, Whittlesea Council did not have restrictions on the numbers of animals that we could keep. The numbers of dogs and cats we have had from 2004 until 2018 have fluctuated due to an occasional litter to support the life time hobby of dog and then cat showing. Numbers have increased as we have kept many of our older animals past their show careers as favoured pets, and reduced from natural deaths of these dogs and cats.

Existing buildings

28 metre Shed (Approved 2004) 28 metres long x 7.5 metres wide

The shed consists of 4 bays each of 4 metres, a total of 16 metres of open area. Each bay has a concrete floor and holds 2 demountable dog runs, for a total of 8 dog runs. The Shed also has 3 bays of enclosed rooms (Feed room for all animals, Storage room and Storage room with a roller door – housing the ride on Mower. The Shed is serviced by a Septic Tank (as required by the Whittlesea Council), for run off from the Shed.



External Dog Run, 6 metres long x 4.5 metres wide

Consists of a concrete slab with 3 Dog runs – each run consists an open area 3 metres long by 2 metres wide with an enclosed shelter 1.5 metres long by 2 metres wide.



Two Cat Runs, each 3.6 metres long by 3 metres wide

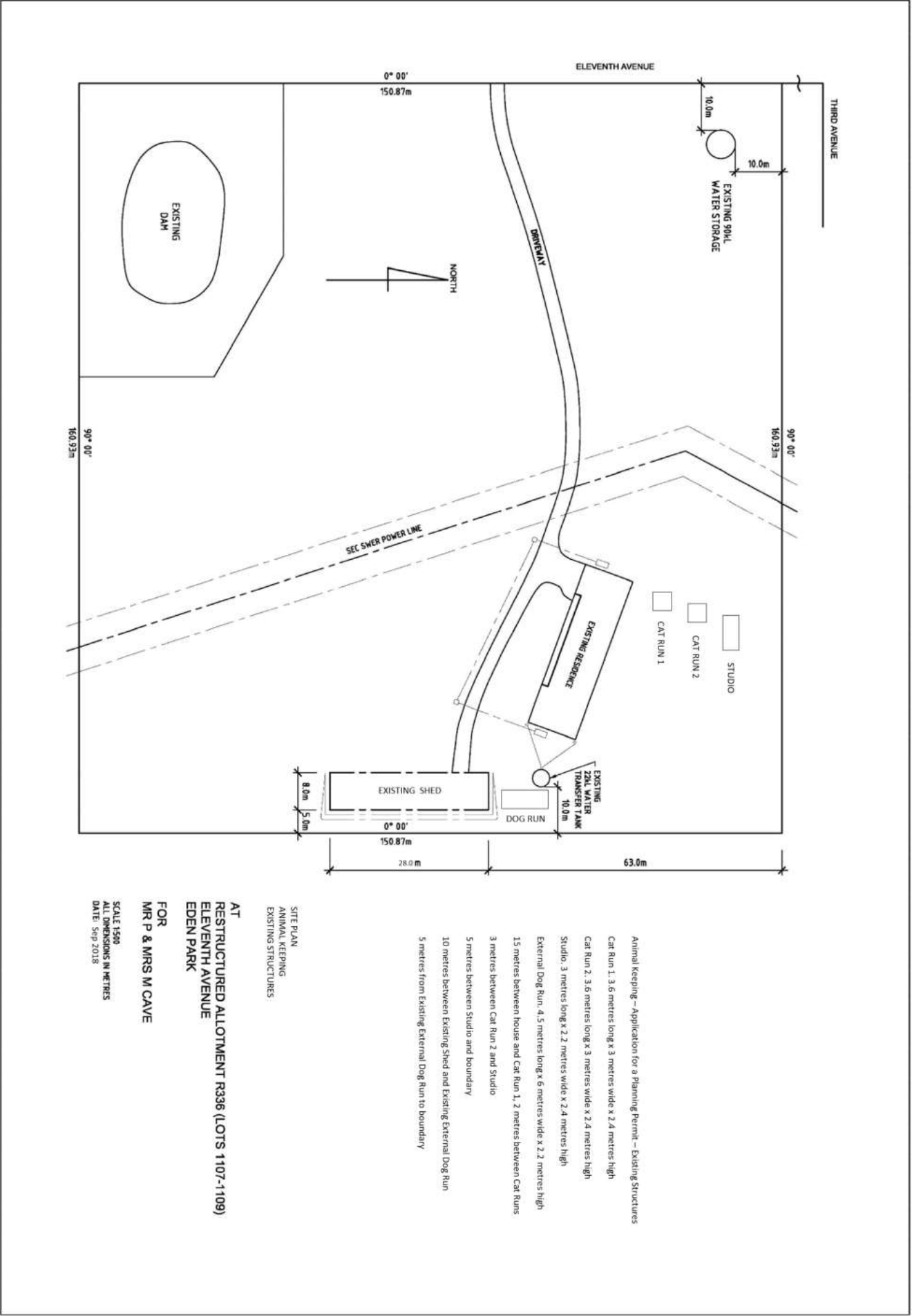
Each of the Cat Runs are on a concrete slab with 3 bays 2 metres long by 2 metres wide. Currently only one of the Car Runs are in use, as we have reduced and rehoused some cats.

Studio, wood building 2.2 metres wide by 3 metres long

The Studio was for my wife for a hobby of painting. Currently is used for storage. Not used for animal keeping.







6.2 COMMUNITY SERVICES

6.2.1 AGED CARE REFORM - AN UPDATE - GETTING THE BEST OUTCOME FOR THE COMMUNITY

- Attachments:**
- 1 **Postive Ageing Strategy Desired Community Outcome Statements** [↓](#)
 - 2 **Council Resolution 3 July 2018** [↓](#)

Responsible Officer: Director Community Services

Author: Aged Care Reform Implementation Project

RECOMMENDATION SUMMARY

This report provides an update on implementation of Council's 3 July 2018 resolution to maximise Positive Ageing outcomes and subsequent developments in the Aged Care sector as required, and proposes next steps to support an agile response to developments in Aged Care reform until June 2022.

The report recommends that Council resolves to:

1. Continue to realign its role to enhance ways older residents can pursue fulfilling lives, eliminate social isolation and get practical assistance to access services and programs when required
2. Develop a transition plan by December 2019 covering a range of scenarios to support Council's response to Aged Care Reform developments through to June 2022.

KEY FACTS AND / OR ISSUES

- The Commonwealth Government is implementing major reform to Aged Care services to increase choice and efficiency. Forthcoming announcements will affect Council's role:
 - A new model for Assessment will be implemented from July 2020.
 - Commonwealth Home Support Program (CHSP) funding will be extended to June 2022.
- Council subsidises delivery of CHSP. Over the past 12 months, operational efficiencies have reduced the subsidy to an estimated \$10-13 million over nine years but eliminating it would require reducing service quality or significant reductions to staff conditions and/or an increase in the Commonwealth funded unit price – none are considered realistic.
- Legal advice confirms that Council will not be able to defend a National Competition Policy (NCP) complaint, especially for subsidy of Domestic Assistance, Personal Care and Respite.
- It is proposed to develop a transition plan by the end of 2019 to consider all viable options for Domestic Assistance, Personal Care and Respite Care service delivery through to June 2022. A decision on Council's future role is not required at this time.

REPORT

BACKGROUND

The Commonwealth Government is part way through implementing major reform to Aged Care services to create a national, accessible, integrated and sustainable Aged Care system which achieves improved efficiencies and client choice through all phases of the Aged Care journey.

The Victorian Transition toward a national system of entry level Aged Care was different to other states, due to the unique role of local government in assessment and service delivery. The Victorian approach to entry level Aged Care included local government provision of a major portion of services and was dependent on a substantial rate payer subsidy. In other States, these services have been delivered without local government involvement or subsidisation. In Victoria, the initial phase of Aged Care reform commenced in July 2016 and was scheduled to conclude in June 2019 in line with the rollout of NDIS. The Victorian transition was extended by a year to June 2020 and more recently the national transition has been extended to June 2022.

Council delivers two elements of the Aged Care system:

- The Commonwealth Home Support Program (CHSP) services – A suite of entry level services for clients with low support needs including: Domestic Assistance, Personal Care, Respite Care, Social Support Individual, Group Respite, Social Support Group, Delivered Meals, Property Maintenance.
- The Regional Assessment Service (RAS) which is managed by the Victorian Government on behalf of the Commonwealth. The City of Whittlesea currently provides this service for the Northern Region Councils on behalf of the State Government. Council staff work alongside the staff of the other RAS providers in this region as a 'virtual team' to assess eligibility and make referrals to entry level services for people with low support needs. The RAS teams wear Commonwealth name tags and all communication is on behalf of the Commonwealth.

There are other Aged Care services that are not provided by Council including services for vulnerable residents with more complex needs, who live at home or in Residential Aged Care. These services are also being reformed. Assessments for these services are provided by hospital based Aged Care Assessment Services (ACAS).

DISCUSSION

Current status of Council's role

On 3 July 2018 Council was presented with information in relation to Aged Care Reform including the risks of non-compliance with NCP. The report focused on maximising Positive Ageing outcomes, minimising impacts on clients, their carers and staff with a service model for older residents that was sustainable and consistent with Council strategy. The Positive Ageing Strategy Desired Community Outcomes are shown at *Attachment 1*.

Council resolved to: realign most services to better achieve Positive Ageing outcomes, to exit Council subsidised trades and lawn mowing; to monitor the policy and funding environment of Domestic Assistance, Personal Care, Respite Care and government funded Home Maintenance and make further recommendations in mid-2019. The full resolution is contained at *Attachment 2- Council Resolution*.

Lawnmowing and Trades Exit, Establishing list of Preferred Providers

Council ceased provision of Council subsidised Trades services in December 2018 and lawnmowing in March 2019. A list of 'Preferred Providers' of trades and lawnmowing services has been developed which residents can reference with confidence in receiving a

reliable service from appropriate providers at a reasonable price. Providers wishing to be placed onto the list are required to formally apply to the City of Whittlesea. The list currently contains several providers that have been engaged by Council previously and is maintained by the Aged and Disability team and will be frequently reviewed.

Clients were advised of this change soon after the decision last year and kept updated via direct mail and community newsletters. Clients who were likely to struggle with change were proactively contacted and spoken to about the decision and how to find a new provider. The transition out of these services has been successful, with a high level of acceptance and minimal community concern.

Confirming CHSP Service Provision until 2022

In 2018 the Commonwealth Government announced the Victorian transition of entry level Aged Care would be extended by a further 12 months to June 2020. Accepting the CHSP grant extension to June 2020 for all current services is consistent with Council's 3 July 2018 resolutions. Officers have indicated an intent to accept the funding extension and are waiting for the Commonwealth to make a formal offer.

As part of the recently announced 2019 Commonwealth Government Budget package, funding for the Commonwealth Home Support Programme (CHSP) will be extended from 1 July 2020 to 30 June 2022. The Department of Health will advise existing CHSP service providers about the process for implementing the funding extension in coming months.

Efficiencies and Continuous Improvement

As resolved in July 2018, officers have been seeking efficiencies and improvements in service to both reduce subsidy and create savings which can be reinvested in increasing Positive Ageing outcomes. Since July 2018, a range of operational efficiencies and improvements have been identified such as changes to when and how services are delivered which do not effect service quality.

Navigation and Connection

In 2018 Council resolved to establish a Council Navigation and Connection Program to support older residents to navigate the Aged Care system and access other Positive Ageing opportunities such as joining a seniors group, joining a sporting group, attending a LEAP outing, becoming a U3A member, or becoming a volunteer.

This program will not duplicate what others are already funded to provide and a mapping process has confirmed there are many existing services funded to provide some level of navigation and connection, including My Aged Care. There are also many settings where navigation and connection is occurring in a more organic way – including as part of other service provision, via community groups and networks and within Council's Aged Services.

Work is currently being undertaken within A&D to strengthen existing processes and identify viable options for expanding the provision of formal navigation services, with some options including:

- Imbedding navigation and connection into all A&D services and programs with the promotion of clear contact points.
- The development of a Knowledge Base to support all A&D staff to provide consistent on the spot information.
- The expansion/creation of an Access and Support program that will provide higher level support to those clients, carers and representatives who require it. This element is likely to comprise a mix of staff and volunteer roles and will draw on the findings of Council's recent 'Seniors' Link-up' project where trained volunteers supported isolated older residents to access a range of community supports and services.
- Making the knowledge base available for the community to access themselves.

Consultation and Education

Ongoing education and communication about Aged Care Reform has been provided to clients, staff and other affected parties with an emphasis on communicating announcements as decisions are made. Affected parties, particularly clients and staff continue to feed back that they are frustrated by the years of uncertainty and the ongoing lack of clarity provided by the Commonwealth Government. Uncertainty is exacerbated by the recent extension of CHSP funding to 2022.

As previously resolved, further meaningful and appropriate consultation and education with the affected parties, especially clients and their carers, will be undertaken between now and December 2019 to develop a transition plan for Council's future role in Aged Care including consideration of a transition out of Domestic Assistance, Personal Care and Respite by June 2022 as one option. This would enable residents to inform how Positive Ageing outcomes could be maximised and impacts of change minimised.

National Aged Care Reform

The Commonwealth Government is reforming Aged Care to achieve a national, accessible, integrated and sustainable system which responds to consumer choice and is 'efficient'. It has been previously noted that the Victorian entry level Aged Care system is not aligned with the national Aged Care system.

Examples of how reform has already resulted in significant change across the various tiers of Aged Care include:

- 'Ageing in Place': Extra supports go to where the nursing home resident is, rather than the person moving to a different nursing home with a 'higher needs bed'.
- 'Consumer Directed Care': Where packages for higher needs and vulnerable people are allocated and 'owned' by the person who chooses what supports they need and who they will 'buy' them from, rather than the provider being 'block funded', and choosing the client from a national waiting list.
- Choice of provider for entry level care: There are now multiple CHSP providers, not just Council. Each provider is 'block funded' with a fixed quantity of service to deliver, resulting in a market where providers are competing for clients to meet their targets. Notably, when Council recently had to temporarily remove some services from the My Aged Care portal to remain with budget and targets, clients assessed as being eligible for these services were accommodated by other service providers.
- 'Reablement': Where entry level care is increasingly focusing on short term service. This will result in most entry level clients, such as Council's clients, receiving short term service, rather than an ongoing service.

It is likely that reablement will have a significant impact on Council's role in service provision of entry level Aged Care with most clients only receiving short term care. A thorough implementation of reablement may require the Commonwealth to redistribute resources from entry level service providers (e.g. Council) to providers of more complex care.

Assessment: In December 2018 the Commonwealth released a discussion paper on 'Streamlined Assessment Workforce' which proposed solutions to the complexity and inefficiencies in the current system. A key issue is that many clients are being passed back and forth between the two existing tiers of assessment. It is proposed to merge these into one service.

The specific details of how the new assessment model will be procured and funded have not been announced but it is evident that:

- The Commonwealth intends to implement the streamlined assessment workforce model from July 2020.

- The streamlined assessment workforce model will continue to require providers to maintain separation of assessment from delivery of services to clients.
- Procurement will be via tender with a desire to have 12 to 16 providers nationally, similar to the current arrangement.

In Victoria, the Victorian government currently holds the contract for both complex and entry level assessments.

- Complex assessments are delivered by Aged Care Assessment Services (ACAS) which are hosted by hospital networks
- Entry level assessments are sub-contracted to local outlets, usually local government as part of the Regional Assessment Services (RAS). This required the Commonwealth to accept that Victorian local government would be able to maintain a separation of assessment from service delivery. It also required groups of eight to ten Councils to come together in regional 'virtual teams'.

On 8 April 2019 the Victorian Government, in its capacity as RAS provider, confirmed that, 'the Commonwealth Government has committed to implement streamlined consumer assessments for all aged care services to be delivered by a new national assessment workforce from 2020. Further advice will be provided by the Commonwealth on the approach to streamlined assessment in the coming months.'

Council's future role in assessment will be determined by the outcome of the Commonwealth's procurement of the streamlined assessment model.

CHSP funding: In 2018 the Commonwealth confirmed that the Victorian CHSP transition period would be extended for a further twelve months to June 2020 bringing Victoria in line with CHSP providers in other jurisdictions. This opened the way for the next phase of CHSP reforms to be delivered simultaneously in all jurisdictions.

In other States, the Commonwealth Government procures most CHSP services via a competitive process resulting in a variety of providers, predominantly from the not-for-profit and private sectors. In Victoria, most CHSP services were directly allocated to the historic Home and Community Care (HACC) providers which are dominated by local governments which typically subsidise service delivery. Over the last three years, the Commonwealth Government has taken the opportunity to distribute increased CHSP funding for Victoria by block funding small amounts of services to a broad range of providers. It is estimated that local government still holds the majority of funding for high volume CHSP services such as Domestic Assistance, Personal Care and Respite Care and therefore comprises a 'significant business'.

On 3 April 2019 the Commonwealth announced that the CHSP transition would be further extended to June 2022. Details of the proposed extension are yet to be confirmed, but the following is known about this announcement. It:

- Is understood to include maintenance of block funding to existing providers and is consistent with the policy platform of both major parties.
- Applies to all existing CHSP providers in all jurisdictions and will be welcomed by those who have been advocating for it.
- Will give the Commonwealth an opportunity to consider the findings of the Royal Commission into Aged Care Quality and Safety before implementing further changes to entry level services.
- Will be a disappointment to clients' rights advocates seeking further increase in consumer choice.
- Will be a disappointment to CHSP providers seeking to expand market share, especially in Victoria.

- Increases the risk of complaints against local government to the ACCC regarding National Competition Policy compliance.
- Does not prevent the Commonwealth from introducing additional requirements or changes in the CHSP service agreement from July 2020 that may affect Council's role as provider.
- Does not prevent the Commonwealth from continuing to increase choice by increasing CHSP funding to existing non- local government providers.
- Will not delay the implementation of initiatives that are already announced such as increased emphasis on reablement and short-term service that may affect Council's role as a provider.
- Will prolong uncertainty for clients and staff.

Aged Care Royal Commission: In March 2019 the Commonwealth initiated the *Royal Commission into Aged Care Quality and Safety* which will deliver an interim report in October 2019 and a final report in April 2020.

The Royal Commission will investigate where the current Aged Care system has failed to deliver the quality and safety expected by the community. It covers all aspects of the Aged Care system, including entry level services such as those provided by Council, but will have an emphasis on services for those with higher needs where the most serious failures have occurred.

The findings of the Royal Commission will influence elements of how the Commonwealth funds and procures Aged Care services, with an increased emphasis on controls and accountability.

The findings are unlikely to influence the fundamental policy objectives of Aged Care Reform, or reduce the role of the non-government and private sector in a reformed national Aged Care system.

National Competition Policy

The Commonwealth Government has created a marketised system for entry level Aged Care and as a tier of government, Council is bound by National Competition Policy which prohibits subsidisation of a service for which there is a competitive market. This remains a key obstacle for Council. In 2018 it was forecast that the Council subsidy for providing Domestic Assistance, Personal Care, Respite Care, government funded Home Maintenance and Council subsidised trades and lawnmowing would be \$26 million over ten years.

Legal advice has confirmed that there was no overriding 'public interest' in Council providing a subsidised service as the services are currently provided by a number of other privately owned or not-for-profit organisations. Therefore, Council could be in breach of National Competition Policy (NCP) and may be found non-compliant following any complaint to the ACCC and at risk of being forced into a rapid exit from service delivery.

It was identified there were some opportunities to reduce the subsidy through efficiencies which are being implemented and through the exit from Council subsidised trades and lawnmowing. To comply with NCP, the subsidy must be eliminated which cannot be achieved without some combination of increased grant, reduced service quality or reduced staff conditions:

- Increased grant per unit of output, without a drop in funded outputs has been found unfeasible. The Commonwealth Government has indicated that it has a fixed budget for Victorian CHSP services and any increase in unit price would be offset by a decrease in funded outputs. The Commonwealth has also advised that it would not consider a grant increase to offset staff conditions that were higher than conditions typically paid by other CHSP providers.

- Reduced service costs by altering service delivery arrangements to the point where reliability, client wellbeing or staff safety were compromised. This option was assessed and found to be undesirable.
- Significant reduction in staff conditions for all officers involved in delivering and administering the service would eliminate the subsidy but this option was found to be unachievable.

NCP requires that a level of government delivering services be 'neutral' when it is a 'significant business' in a 'market' unless there is a clearly demonstrated 'public interest' at stake. Legal advice has repeatedly confirmed that local government is at risk of being found non-compliant:

- Our market share, particularly of Domestic Assistance, Personal Care and Respite Care comprise a 'significant business'. By contrast some other services such as group programs or delivered meals do not appear to be considered 'significant businesses'.
- There is no policy or strategic objective that would enable local government to demonstrate that there is an overriding 'public interest' in providing a subsidised service. Any effort to demonstrate a policy or strategic benefit are neutralised by the evidence that there are currently non-local government CHSP providers delivering equivalent services in Victoria without a subsidy.

This matter was explored in 2017 as part of the Northern Council's joint Aged Care Reform project, with both general advice about NCP and a specific assessment of each individual Council's policy and strategy objectives. None of the participant councils, including Whittlesea were deemed able to comply as all clearly provided 'significant businesses' and there were no overriding policy or strategy objectives that justified a public interest in a subsidised service.

In 2018, the matter was further explored by the City of Darebin, with the conclusion that the only remaining opportunity for compliance with NCP was to seek a NCP exemption for CHSP service delivery from the Victorian Government. The City of Darebin proceeded to formally request an exemption from NCP for CHSP delivery, which has been denied.

The ACCC only tests NCP compliance and makes a ruling when they receive a complaint from a competitor. If a provider is found in breach, they must then achieve compliance as rapidly as possible by either ceasing the subsidy or exiting the market.

Most discussion of NCP in relation to CHSP has highlighted that complaints from competitors may become an unavoidable issue for Victorian local government if the Commonwealth implements a transition to consumer directed care, as this would trigger a major opportunity for providers to enter the market or expand market share.

However, in Victoria, the conditions for a complaint already exist. CHSP is already marketised in Victoria with multiple block funded providers actively competing for any expansion of block funded service. The competition for funding and market share is most aggressive in the high-volume services such as Domestic Assistance, Personal Care and Respite Care.

The extension of CHSP block funding to 2022 has significantly increased the risk of a complaint, as this prolongs the period that 'the market' must wait for the potential implementation of Consumer Directed Care which will give them a chance to compete directly for clients and significantly expand market share.

If any Victorian local government is found in breach of NCP following a complaint, it could create a volatile situation where all Victorian local governments will be required to demonstrate compliance with NCP and in this scenario, Council will immediately lose its ability to influence the outcome of any forced exit which will follow.

As discussed below in the Strategic Risks section, it is essential that the risk of NCP compliance be managed to minimise risk of Council being found in breach of its duty to exercise good governance, under the Local Government Act.

Council is unable to achieve compliance with NCP in relation to CHSP. It is not feasible or achievable to eliminate the subsidy or possible to demonstrate compliance through the 'public interest test'. Council remains at risk of being forced by the ACCC to exit service delivery rapidly. In a forced exit, Council would lose the opportunity to influence a good outcome for clients, staff and the community as it would lose the opportunity to manage the exit process including choice of the alternate provider.

Council's risk of an uncontrolled forced exit will be somewhat managed if Council has a clear transition plan in place, to cover all viable options, including strategies for achieving NCP compliance through exit from Domestic Assistance, Personal Care and Respite Care by June 2022. A transition plan cannot achieve NCP compliance, or prevent Council potentially being found in breach following a complaint, but will be some defence against an uncontrolled forced exit and increases the likelihood that Council will retain some influence over the exit outcome.

On 3 July 2018 Council resolved in part to develop;

...a transition plan to enable effective implementation of these changes which maximise the outcomes for older residents, their carers and the broader community to age well and minimises the impact upon current clients, staff, volunteers and contractors.

Given continued changes over the last 12 months it is considered timely to develop a detailed transition plan by December 2019 considering a range of scenarios to support and direct Council's response to Aged Care Reform developments through to June 2022.

Sector Update

State Government

The State Government holds contracts with the Commonwealth to provide assessment in Victoria. These contracts expire in June 2020 and the State will need to consider whether it will tender for the new streamlined assessment workforce model once details are announced.

Non-Government and for-profit Service Providers

Non-government and for-profit providers dominate the provision of all elements of the Aged Care system across Australia, except for assessment and CHSP provision in Victoria.

Service providers from these sectors are actively reforming themselves to become 'end to end' providers of either assessment or service delivery in the reformed Aged Care and disability sectors. Of note is the consolidation of smaller providers into large entities with the capability of delivering a comprehensive suite of services with extensive geographic reach and the capacity to expand rapidly when opportunity presents.

The recent extension of CHSP funding to 2022 has not been welcomed by many within these sectors.

Local government

Several Councils, including immediate neighbours, have resolved to exit CHSP delivery, particularly from Domestic Assistance, Personal Care and Respite Care.

Key considerations have been the consequences of being found in breach of NCP versus the opportunity to cease a service that would be delivered by others, allowing councils to make other investments.

Hobsons Bay City Council and the City of Maribyrnong have entered into a partnership for the subcontracting of services until June 2020, following which they will exit. Current staff providing Aged Care Services will be employed by the subcontractor with their current pay and benefits in place until June 2020.

The City of Banyule has recently resolved to: *'remain in some services with a social focus; and exit from direct care services that are not sustainable due to National Competition Policy and where there are other suitable providers, from June 2020'.*

The Shire of Nillumbik and the City of Yarra each sub-contract the delivery of CHSP and it is understood they are considering an exit when their respective contracts end in June 2020.

PROPOSAL

There have been several developments in the policy and funding environment which progress the Commonwealth's Aged Care Reform agenda, however, many key details remain unannounced and timelines for clarity continue to extend. The process of reform toward implementing a national, integrated Aged Care system with improved client choice is continuous and affecting Council's role as a service provider.

The Commonwealth Government is balancing increased demand for Aged Care services from an ageing population and finite resources by altering the service mix, recalibrating minimum standards and using market driven efficiencies.

The recent announcement of CHSP funding extension to June 2022 has increased the risk of complaints to the ACCC regarding NCP breaches by Victorian local governments.

Whilst the City of Whittlesea is implementing a range of efficiencies which will reduce its subsidy of service delivery without significantly altering the quality and reliability of service, the subsidy cannot be eliminated without either a significant increase in the unit price paid by the Commonwealth or a significant reduction in service quality or employment conditions. As previously outlined, these options have been assessed and found unachievable or undesirable.

Council is unable to achieve compliance with National Competition Policy due to the subsidy it provides and the large number of alternative service providers, and faces increased risk of being forced into a 'hard exit' from service delivery, especially for Domestic Assistance, Personal Care and Respite Care services. Such a scenario would deny Council the opportunity to maximise benefits and reduce impacts by influencing who becomes the new provider and advocate for outcomes such as: a local operating base, equitable delivery to residents across the whole municipality and favourable staff conditions.

It is proposed that by December 2019, Council minimises consequences of NCP breach and maximises opportunity for increased Positive Ageing outcomes by developing a transition plan for its future role in Aged Care.

The transition plan will identify a range of Aged Care reform scenarios and assess where it would be viable to remain in service and where it would not. It will then propose response options for each scenario which address risks and maximise outcomes for clients, their carers, staff and community. The transition plan will also identify where further savings can be achieved and how they can be reinvested to increase Positive Ageing outcomes.

The transition plan, including options to exit services in scenarios where they are not viable, is not a commitment to exit these services, but will give Council the agility to respond to Aged Care Reform developments as they occur.

A decision on Council's role in Aged Care will be required around late 2020 or early 2021 when it is clearer how the Commonwealth will operate entry level Aged Care and which options will be viable and deliver the best outcomes.

Role in government funded Home Maintenance

Commonwealth guidelines require that Home Maintenance services provided to clients must focus on repairs or maintenance of the home and garden to improve safety, accessibility and independence within the home environment for the client, by minimising environmental health and safety hazards. This can include tasks such as installation of shower rails, installing smoke detectors, repairs to locks and trimming dangerous foliage.

It is evident that government funded Home Maintenance is not a 'significant' business, as it operates with minimal subsidy, it delivers significant Positive Ageing outcomes and is unlikely to breach National Competition Policy. As such, it is proposed that Council continues to deliver government funded Home Maintenance.

Assessment

The Commonwealth is committed to introducing a streamlined assessment workforce from July 2020, but has not announced details of the model.

Council's future role in assessment will be determined by the outcome of the Commonwealth's procurement of the streamlined assessment workforce model in our Aged Care Planning region.

As previously resolved, it is proposed that Council continues to deliver Regional Assessment Services whilst funded to do so. An update will be provided when further information is available.

CONSULTATION

Consultation will be undertaken by December 2019 to enable affected parties to inform how Positive Ageing outcomes could be maximised and impacts of change minimised.

CRITICAL DATES

The Royal Commission into Aged Care Safety and Quality is due to deliver an interim report by 30 October 2019 and a final report by April 2020.

Assessment funding will cease in June 2020. The Commonwealth Government has committed to introduce a streamlined assessment workforce from July 2020.

CHSP funding is in place until June 2020. The Commonwealth Government has recently announced its intention to extend CHSP funding until June 2022.

A decision on Council's role in delivery of Domestic Assistance, Personal Care and Respite Care will be required by early 2021.

FINANCIAL IMPLICATIONS

In 2018 the ten year subsidy by ratepayers required for a range of future options were calculated. These projections were based on comprehensive analysis of grant and fee income less expenses and allowed for changes in CPI, population and wages and remain valid for projections over the remaining nine years.

As previously reported, the provision of Assessment and government funded Home Maintenance over nine years are projected to be effectively cost neutral.

Remaining in Council funded lawnmowing and trades, Domestic Assistance, Personal Care, Respite and government funded Home Maintenance and trades and lawnmowing was projected to require a subsidy of approx. \$23.4 million over the coming nine years. The exit from Council funded lawnmowing and trades has led to a reduction of this subsidy of around \$7.1m over the next nine years, and officers will continue to pursue operational efficiencies and continuous improvement opportunities to further reduce this subsidy without compromising service quality. However, it is estimated that a subsidy of between \$10m -

\$13m across this period will still be required if Council remains in Domestic Assistance, Personal Care, and Respite Care.

Under National Competition Policy, Council is required to eliminate the subsidy. It cannot be eliminated without a significant increase in grant and or significant reductions in service quality and or significant reduction in staff conditions. These options have all be investigated and found unachievable and so Council is unable to achieve NCP compliance.

Savings from the exit from lawnmowing and trades have been allocated toward the increased budget for new works and will contribute to critical infrastructure for the community including buildings, roads, paths and parks to support our ageing and growing community. Projects funded under the new works program are approved by Councillors as part of the annual budget process.

As resolved on 3 July 2018, any savings from efficiencies and continuous improvements in service delivery will be reinvested in increasing Positive Ageing outcomes including a Navigation and Connection Program, supporting transition and increasing the opportunities for older residents to remain connected and active participants in our community.

POLICY STRATEGY AND LEGISLATION

National Aged Care Reform Implementation is being driven by the Commonwealth in line with the policy settings of 'Living Longer, Living Better' (2012) and the 'Aged Care (Living Longer Living Better) Act 2013' and related acts.

Reform of Victorian entry level services including the Assessment and CHSP services delivered by Council is also being implemented in line with the Commonwealth's tri-partite agreement with the Victorian Government and the MAV.

Victorian local government is also bound by the National Competition Policy adopted by the Victorian government, which is aligned with the Commonwealth's National Competition Policy. These policies are enforced by the Australian Consumer Competition Commission. Council remains exposed to being found in breach of National Competition Policy and potentially being forced to exit from Domestic Assistance, Personal Care and Respite Care. A forced exit would prevent Council from influencing exit outcomes to maximise benefits for clients and their carers, staff and the community.

Council's responses to externally driven Aged Care Reform are being made in line with Council's resolution of 3 July 2018 and are being implemented in line with established Council policy and strategy including Whittlesea 2040 and the Positive Ageing Strategy. These strategies both place a high priority on achieving social cohesion through ensuring residents have access to the services they need plus meaningful social connection and participation in community life.

Council has committed to realign its Aged Care services to maximise Positive Ageing outcomes for older residents. However, there remains a disconnect between delivering highly subsidised services for the Commonwealth which could be delivered by others and:

- The requirement to comply with National Competition Policy and the consequences of being found in breach and forced into exit.
- The opportunity to make a planned transition out of subsidised services that could be delivered by others and reinvest these resources in Whittlesea 2040 and Positive Ageing outcomes

LINK TO STRATEGIC RISKS

Strategic Risk *Financial Sustainability - Inability to meet current and future expenditure*

Council has resolved to realign services to increase opportunities for older residents to age well. The City of Whittlesea strategic resource plan identifies many demands on resources and limited opportunities to increase revenue. Choosing to subsidise the delivery of

Commonwealth services that could be delivered by others diverts resources from other opportunities to increase Positive Ageing outcomes or achieve Whittlesea 2040 objectives. A transition plan to guide Council's response to Aged Care reform will support the management of financial risks.

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

Whilst the overall objectives of Aged Care reform are clear, many significant details affecting Council's future role are yet to be announced and the timelines for clarity continue to extend. A transition plan will guide Council's response to Aged Care reform and support the management of service delivery risks.

Strategic Risk *Governance - Councillors - Ineffective Council governance resulting in legislative non-compliance; breaches of duties of a Council; breaches of duties of a Councillor*

Council is at risk of being found in breach of its duty to exercise good governance, under the Local Government Act if it does not develop a strategy to achieve National Competition Policy compliance. A transition plan, including options to achieve National Competition Policy compliance will support Council's response to Aged Care reform and reduce this risk.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Connected community
Whittlesea 2040 Key Direction	A healthy and safe community
Strategic Objective	Health and human services are accessible and responsive to the needs and aspirations of all people
Council Priority	Health and Wellbeing

Council's implementation of its Aged Care Reform resolutions 3 July 2018 are delivering improved Positive Ageing outcomes for the community which will contribute to achieving a number of Whittlesea 2040 outcomes but Council remains at risk of being forced to exit following an NCP complaint.

A transition plan covering a range of Aged Care reform scenarios will support Council to respond to Aged Care reform developments and risks.

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 response to Aged Care Reform is being implemented in line with Council's resolution of 3 July 2018.

The Commonwealth Government is driving national Aged Care Reform. This is a bi-partisan process and the outcomes of the 2019 Federal election and the Royal Commission into Aged Care Safety and Quality will not materially alter the reform process or eliminate existing risks.

There have been some additional announcements regarding Aged Care policy and funding but many details remain unclear. A recently announced extension of funding for entry level

services increases risks for Council under National Competition Policy and prolongs uncertainty for clients, their carers, staff and the community.

There is an established market for the delivery of entry level Aged Care services in Victoria, especially Domestic Assistance, Personal Care and Respite Care. Council subsidises the provision of these entry level Aged Care services for the Commonwealth Government and cannot demonstrate an overriding 'public interest' and therefore does not comply with National Competition Policy.

Since July 2018, Council's subsidy of these services has been significantly reduced but cannot be eliminated. Entry level Aged Care services could be delivered by others and Council remains at risk of being found non-compliant with NCP and being forced to exit. A forced exit would prevent Council from influencing the outcome of the exit process including choice of provider, service quality for residents and employment conditions for staff.

To minimise risks of a forced exit and maximise benefits and certainty for clients, their carers, staff and the community it is proposed that by December 2019 a transition plan will be developed covering a range of scenarios, including exit from Domestic Assistance, Personal Care and Respite Care service delivery by June 2022.

The transition plan will identify a range of Aged Care reform scenarios and assess where it would be viable to remain in service and where it would not. It will then propose response options for each scenario which address risks and maximise outcomes for clients, their carers, staff and community. The Transition plan will also identify where further savings can be achieved and how they can be reinvested to increase Positive Ageing outcomes.

RECOMMENDATION

THAT Council resolve to develop a transition plan by December 2019 covering a range of scenarios to support Council's response to Aged Care Reform developments through to June 2022.

ATTACHMENT 3: Desired Community Outcome Statements for People Aged 50+ Years

Focus Areas	Community Outcome Statements
<p>1. Friends, connections and a welcoming community Improve wellbeing for people as they age through social connections and an inclusive community.</p>	<p>Older people feel connected to others and feel like they are part of a community. They are able to socialise locally and connect with their neighbours.</p> <p>They are not defined by their age and live free from age related discrimination.</p> <p>They are aware of the diverse range of formal & informal opportunities to meet their particular cultural and life circumstances.</p>
<p>2. Active – socially, mentally, physically Increase opportunities for people to remain active and engaged and maintain functional health, wellbeing and independence for as long as possible.</p>	<p>People make healthy lifestyle choices resulting in a lower incidence of preventable & chronic illness. Older people participate in social, mental and physical activities.</p> <p>They understand the link between regular activity & social connection to their health & well-being. They feel encouraged to pursue opportunities to be active.</p> <p>They can choose from a range of affordable and locally-based options and have the capacity to lead & develop new activities and groups.</p>
<p>3. Learning and sharing knowledge Increase opportunities for people of all ages to continue to learn and actively contribute their skills in the community.</p>	<p>Older people are able to engage in learning and share & use their knowledge, skills and experience.</p> <p>They are encouraged to contribute & valued as community members, volunteers, mentors, workers and business owners.</p> <p>There are a range of formal & informal avenues to learn, participate and contribute that suit their culture, lifestyle, circumstances and goals.</p>
<p>4. Getting around Improve access to a variety of transport options to assist community participation, maintain social engagement and access facilities and services.</p>	<p>Older people can get to where they want to go. Activities and services are available locally. Access to transport is not a barrier to participation.</p> <p>There are a diverse range of transport options, including private, public and community transport, that are safe, affordable, connected, reliable, frequent and available after-hours.</p> <p>Independent movement is supported by infrastructure in public spaces including adequate toilets, seating, shelter, lighting and paths.</p>
<p>5. Informed and having a say Improve communication and provision of information to increase community participation and connections and support older people to have a say in decisions that affect their lives.</p>	<p>Older people are heard and valued. They are encouraged to lead and influence public decision-making and decisions that affect their lives.</p> <p>Timely and reliable information about public decision-making can be accessed from a range of sources, locations and formats.</p> <p>Their views are actively sought in a variety of ways about issues that affect their community. Public decisions are improved by the informed participation of older people.</p>

Focus Areas	Community Outcome Statements
<p>6. Feeling safe Address perceptions/ feelings/ experiences around safety to encourage residents 50+ years to remain active and engaged in the community as they age.</p>	<p>Older people feel safe in their home and community. They are less likely to be victims of elder abuse and crime.</p> <p>The built environment promotes safety.</p> <p>The public understands and responds to perceptions & experiences of safety.</p> <p>The community recognises elder abuse and takes appropriate steps to reduce occurrence.</p> <p>There is a timely response to incidents by justice and social support services.</p>
<p>7. Housing, employment and financial security Support housing, employment and financial security for people in their older years.</p>	<p>Older people will have housing, employment and financial security.</p> <p>They are encouraged & supported to plan for their current & future housing, employment and financial needs.</p> <p>They can choose from a range of local housing options that are responsive to changing circumstances. Housing options are affordable, adaptable and accessible</p> <p>They can participate in the workforce without experiencing age-based discrimination. There are employment options and opportunities for career change and skills development.</p> <p>They have access to trusted financial counselling, advice and support.</p>
<p>8. Health and support services when required Access to a range of health and wellbeing support when required and assist people to manage/treat their health condition</p>	<p>Older people receive the health & support services they require including primary & acute care, community care and preventative health programs.</p> <p>They are able to choose from a range of high quality, locally-based health & support services which are affordable, accessible and available when needed.</p> <p>They have the information and assistance to know what health & support services are available and are confident & capable to access them.</p> <p>They experience a straightforward and responsive service system. They receive trusted advice and services and are confident in the capacity & responsiveness of accountability & complaints mechanisms.</p>

Ordinary Council Minutes

Tuesday 3 July 2018

COUNCIL RESOLUTION

MOVED: *Cr Alessi*

SECONDED: *Cr Cox*

THAT Council resolve to:

1. Realign its role to enhance ways older residents can pursue fulfilling lives, eliminate social isolation and get practical assistance to access services and programs when required, by:
 - a) Transitioning from the delivery of Council subsidised trades, garden maintenance and lawn mowing, by 30 June 2019.
 - b) Continuing to deliver Delivered Meals, Social Support Groups, Social Support Individual, Support for Carers, Volunteer Coordination, Vulnerable Persons Register, Aged Care Planning, LEAP program, Seniors Support and Positive Ageing Supports.
 - c) Establishing and maintaining a list of approved home and garden maintenance businesses and organisations for the use of residents of the City of Whittlesea, by 30 June 2019.
 - d) Continuing to deliver Regional Assessment Services until the Commonwealth and State Government announcement on a future operating and funding model and then review Council's role.
 - e) Monitor and review Federal and State Government's funding and other policies in relation to Aged Care delivery for Domestic Assistance, Personal Care, Respite and Home Maintenance and report to Council in mid-2019 for determination of Council's ongoing role.
 - f) Establish protocols and programs that will ensure that net cost savings achieved through any realignment in Domestic Assistance, Personal Care, Respite and Government funded Home Maintenance programs are reinvested in new and existing parallel programs that will deliver ongoing enhanced outcomes for older residents in our community including, but not exclusively, h) and i) below.
 - g) Undertake further meaningful and appropriate consultation and education with affected parties over the next twelve months.
 - h) Establishing a Council Navigation and Connection Program which supports older residents and carers to navigate a significantly changed service system and a diverse range of positive ageing programs.
 - i) Resourcing a transition plan to enable effective implementation of these changes which maximise the outcomes for older residents, their carers and the broader community to age well and minimises the impact upon current clients, staff, volunteers and contractors.

CARRIED

DIVISION

Immediately after the motion was voted on, Cr Joseph called for a division which resulted in the following votes being recorded.

Ordinary Council Minutes

Tuesday 3 July 2018

For	Against	Abstained
Cr Pavlidis	Cr Kelly	Cr Kirkham
Cr Kozmevski	Cr Monteleone	
Cr Alessi		
Cr Cox		
Cr Sterjova		
Cr Joseph		

Based on the votes cast during the Division, the motion was carried.

CARRIED

6.2.2 EQUAL AND SAFE STRATEGY: IMPROVING GENDER EQUALITY AND PREVENTING VIOLENCE AGAINST WOMEN***Chief Executive Officer Explanatory Note***

At the 7 May 2019 Council Meeting, Council resolved to adjourn debate on this item to the next Ordinary Council Meeting on 4 June 2019.

Attachments: 1 **Equal and Safe Strategy** [↓](#)

Responsible Officer: **Director Community Services**

Author: **Community Safety Planner**

RECOMMENDATION SUMMARY

THAT Council resolve to endorse the *Equal and Safe Strategy* for improving gender equality and preventing violence against women.

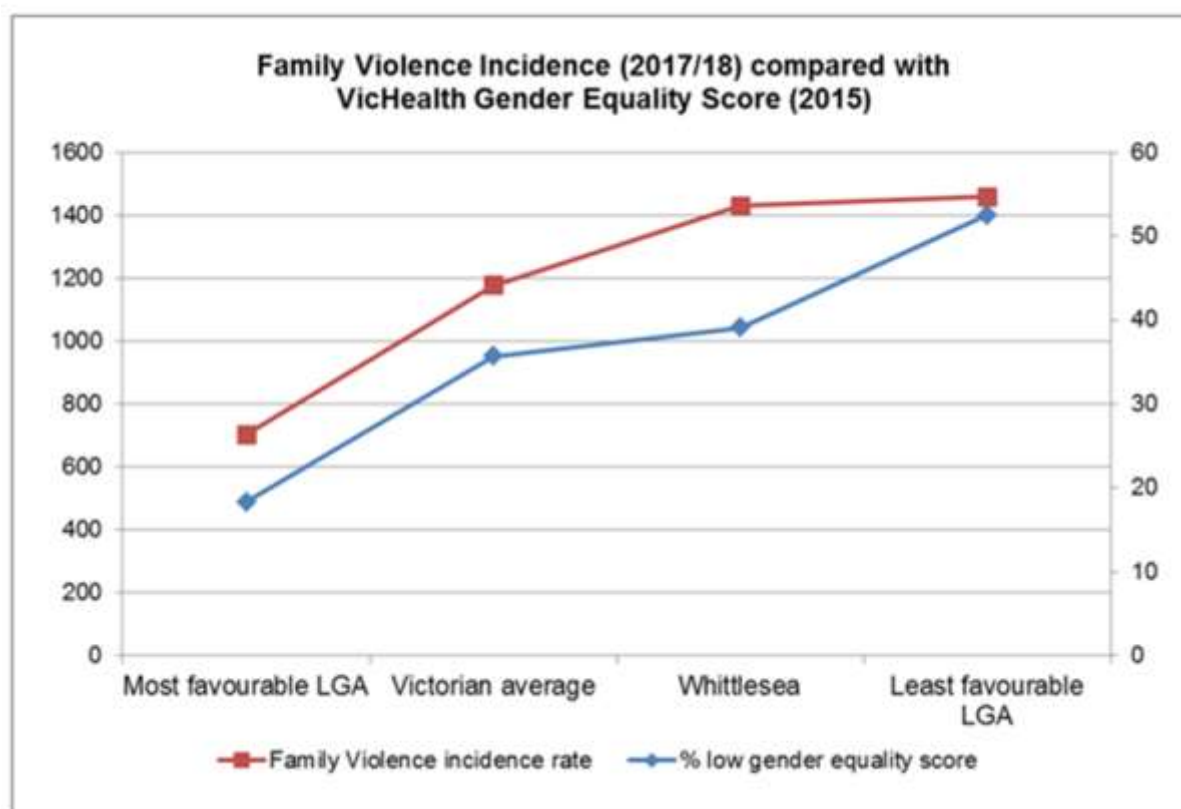
KEY FACTS AND / OR ISSUES

- The City of Whittlesea experiences a high rate of family violence.
- There are concerns across a number of gender equity indicators locally for example, access to employment, pay equity, participation in sport, caring responsibilities, leadership, and community attitudes.
- Gender inequality has been identified in national and international research as the primary cause of violence against women.
- Local government, by nature of its functions, intersects with many settings where people live, work, learn, socialise and play across the lifespan. Council has a role to play in improving gender equality and preventing violence against women through each of these settings.
- This Strategy will shape Council's priorities and efforts in the coming years.

REPORT

BACKGROUND

Evidence from international and national research demonstrates that gender inequality is the primary driver of violence against women and family violence. Gender inequality is a social condition characterised by unequal value afforded to women and men and an unequal distribution of power, resources and opportunity between them. Individuals (women and men) who do not believe women and men are equal, and/or see them as having specific roles or characteristics, are more likely to condone, tolerate or excuse violence against women. Gender inequality also contributes to other forms of systemic social, political and economic disadvantage and discrimination. The following chart shows a correlation between performance against a key Victorian gender equality measure and the prevalence of family violence. The blue line represents the Vic Health Gender Equality score; the score indicates the percentage of surveyed residents who have low support for gender equality (39% for City of Whittlesea).



Gender inequality, violence against women and family violence are significant community safety and health issues in the City of Whittlesea. Council has a long-standing commitment to addressing these issues through the previous separate Gender Equity and Family Violence strategies. The *Equal and Safe Strategy* (refer Attachment 1) combines these interconnected issues into one strategic document. This will see efficiencies in monitoring, reporting and evaluation and will support greater collaboration across and within departments working on these issues.

There is a strong evidence base for local government's role in advancing gender equality and preventing and responding to violence against women and family violence. The Victorian Government requires councils to respond to gender inequities and disclosures of violence through its services, facilities, programs and workplaces and to "report on the measures they propose to take to reduce family violence and respond to the needs of victims" in preparing their *Municipal Public Health and Wellbeing Plans*. Local government is also identified in the

findings of the *Royal Commission into Family Violence* as a key partner for gender equity improvements, preventing, intervening and responding to violence against women and family violence in local communities and as a workplace.

The *Equal and Safe Strategy* (the Strategy) is informed by a breadth of evidence including local consultations with frontline family violence services, mainstream community services, specialist services working with priority community groups and Victoria Police. Community engagement was undertaken through a short survey to further inform the priorities. The Priority Actions have been shaped to reflect the Essential Actions to address the gendered drivers of violence against women as recommended in *Change the Story – the National framework for the primary prevention of violence against women and their children in Australia*. The Objectives have also been shaped to align with Council's commitment to the regional preventing violence against women strategy, *Building a Respectful Community*, led by Women's Health In the North.

PROPOSAL

The Strategy has been prepared following stakeholder consultation and community engagement. The objectives and priority actions identified in the Strategy build upon the strong foundation of current work and seek to further extend Council's commitment to improving gender equality and preventing violence against women. They include Council's response to the Royal Commission into Family Violence recommendations and are guided by key State and Federal Government policy and frameworks describing local government's responsibilities.

Council's response through each objective, priority action and the Action Plan (to be developed) is informed by an understanding that other aspects of a person's life or identity – for example their race, age, ability, migration status, sexuality, level of education or wealth, cultural or religious background, location – intersect with gender and affect their experiences. Council needs to consider these intersecting concerns in developing appropriate responses and priorities.

The Strategy sets out the following goal and objectives:

Goal: The City of Whittlesea is a gender equitable, safe and respectful community

Objective 1

Build a safe and respectful workplace where gender inequality is understood and actively challenged

Objective 2

Provide services and programs that normalise gender equality and are responsive to the needs of community experiencing family violence

Objective 3

Ensure that community facilities and public spaces enable safe and gender equitable access and an active community life for all

Objective 4

Build a well-informed, connected community who understand and embrace gender equality and are empowered to prevent violence against women

CONSULTATION

A review of the evidence base and local data and indicators was conducted. The Strategy was developed with input from key local service agencies and through a community survey.

Consultations were held during 2018 with frontline family violence services, Victoria Police, local prevention programs and services working with priority community groups such as CALD communities. Information was sought on their experiences ‘on the ground’ – emerging issues and challenges – to shape the priorities. Engagement will continue through the implementation of the Strategy. Clear themes and priorities emerged:

- Social isolation
- Culturally diverse communities – migration status and racism
- Financial abuse and hardship
- ‘Back to basics’ – education and information provision
- Universal services as access points

A community survey was promoted through Council’s website, social media platforms and in hard copy form through our facilities and services, for example, Maternal and Child Health and immunisation sessions. To maximise participation, the survey was also distributed through staff connected with key community cohorts and networks, for example youth, multi-cultural, aged, Aboriginal, parents and local business women. Local services with community facing roles, such as Whittlesea Community Connections and Dianella Plenty Valley Health, were also asked to aid in the survey’s promotion to community.

The survey asked two questions:

- Thinking about yourself and others in your life, describe what an equal, safe and respectful community would look like locally;
- What changes would you like to see locally in order to achieve an equal, safe and respectful community?

The survey received 50 responses in total (95 per cent female). The responses reinforced the above priorities for Council’s focus, however the community identified additional priorities:

- Women’s safety in the public realm
- Equal access to recreation and sport
- Equal rights and respect

Respondents identified a vision for an equal, safe and respectful community being one where women could “go for a walk at night without the fear of being hurt”, with “more female friendly clubs” and “equity of access to facilities” and; where “women can find relevant and fulfilling employment”.

FINANCIAL IMPLICATIONS

An action plan detailing resources required will be developed, in consultation with responsible departments, for 2019/20. While investment will be required for some actions, for example training for staff, it is expected that a redirection of existing resources will need to occur to fully implement this Strategy, rather than additional funding. Achieving that will require leadership commitment to the objectives and priority actions outlined in this Strategy, and support for this work to occur.

POLICY STRATEGY AND LEGISLATION

The *Equal and Safe Strategy* provides a strong line of sight to gender equality and prevention of violence against women work happening at the regional, state and national level. It draws on the National framework for the prevention of violence against women and their children, *Change the Story*, and is aligned to the Victorian Government's gender equality and prevention of family violence strategies *Safe and Strong* and *Free From Violence*. It's objectives are closely aligned to the regional strategy for the prevention of violence against women, *Building Respectful Communities*, to which the City of Whittlesea is committed.

Internally, *Equal and Safe* will complement and intersect with other Council strategies including:

- Health and Wellbeing Partnership Plan
- Community Building Strategy
- Active Whittlesea Strategy
- Connect Plan
- Economic Development Strategy
- Community Safety and Crime Prevention Strategy

LINK TO STRATEGIC RISKS

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

Preventing violence against women and family violence and responding to the needs of victims is a key requirement of Council through the Public Health and Wellbeing Act. This Strategy will shape Council's priorities and efforts in the coming years.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Connected community
Whittlesea 2040 Key Direction	A healthy and safe community
Strategic Objective	We have access to family violence prevention programs
Council Priority	Community Safety

DECLARATIONS OF CONFLICTS OF INTEREST

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

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

CONCLUSION

This Strategy provides Council with a robust framework to drive action to improve gender equality and prevent violence against women. It sets out Council's role, objectives and priorities to contribute to a healthy and safe community.

This is long-term work. Social and structural changes are required at a local level to move toward gender equality and ending violence against women and family violence – such change requires persistence, the celebration of successes big and small, and leadership support for change.

RECOMMENDATION

THAT Council resolve to endorse the Equal and Safe Strategy for improving gender equality and preventing violence against women.

Chief Executive Officer Explanatory Note

Council's consideration and decisions on this item at the 7 May 2019 Council Meeting are set out below.

PROCEDURAL MOTION

MOVED: *Cr Monteleone*
SECONDED: *Cr Kelly*

THAT Council resolve to adjourn debate on this item to the next Ordinary Council Meeting on 4 June 2019.

LOST

PROCEDURAL MOTION

MOVED: *Cr Alessi*
SECONDED: *Cr Kirkham*

THAT Council resolve to adjourn debate on this item to later in the meeting.

CARRIED

MOTION

MOVED: *Cr Pavlidis*
SECONDED: *Cr Sterjova*

THAT Council resolve to

- 1) endorse the Equal and Safe Strategy for improving gender equality and preventing violence against women
- 2) promote the Strategy amongst and work with key community cohorts and networks including people with disability, young people, multi-cultural, aged and Aboriginal groups and individuals
- 3) amend the following wording in the report:
 - (a) on page 123 include the word “cultural” to second paragraph in the last line before the word “race”

- (b) on page 127 add “CEO” and “Senior Governance”
- (c) on page 141 in Objective (1)(d) apply a “culturally sensitive” gender lens and in Objective 2 “provide services and programs that normalise gender equality with a culturally sensitive approach”.

PROCEDURAL MOTION

MOVED: *Cr Monteleone*
SECONDED: *Cr Kelly*

THAT Council resolve to adjourn debate on this item to the next Ordinary Council Meeting on 4 June 2019.

LOST

MOTION

MOVED: *Cr Pavlidis*
SECONDED: *Cr Sterjova*

THAT Council resolve to:

- 1) endorse the Equal and Safe Strategy for improving gender equality and preventing violence against women
- 2) promote the Strategy amongst and work with key community cohorts and networks including people with disability, young people, multi-cultural, aged and Aboriginal groups and individuals
- 3) amend the following wording in the report:
 - (a) on page 123 include the word “cultural” to second paragraph in the last line before the word “race”
 - (b) on page 127 add “CEO” and “Senior Governance”
 - (c) on page 141 in Objective (1)(d) apply a “culturally sensitive” gender lens and in Objective 2 “provide services and programs that normalise gender equality with a culturally sensitive approach”.

PROCEDURAL MOTION

MOVED: *Cr Kirkham*
SECONDED: *Cr Monteleone*

THAT Council resolve to adjourn debate on this item to the next Ordinary Council Meeting on 4 June 2019.

LOST

AMENDMENT

MOVED: *Cr Pavlidis*
SECONDED: *Cr Sterjova*

THAT the motion be amended to include a new point 4 to read as follows:

4. that the strategy include an action in part 2(g) which addresses the specific issues related to women from new and established multicultural communities.

PROCEDURAL MOTION

MOVED: *Cr Kirkham*
SECONDED: *Cr Monteleone*

THAT Council resolve to adjourn debate on this item to the next Ordinary Council Meeting on 4 June 2019.

CARRIED

Chief Executive Officer Explanatory Note

As Council resolved to adjourn debate on this Item at the 7 May 2019 Council Meeting, debate will now resume on the motion as set out below.

AMENDMENT

MOVED: *Cr Pavlidis*
SECONDED: *Cr Sterjova*

THAT the motion be amended to include a new point 4 to read as follows:

4. that the strategy include an action in part 2(g) which addresses the specific issues related to women from new and established multicultural communities.

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Draft 2019

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Acknowledgement of Traditional Owners

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

Aboriginal and Torres Strait Islander people are advised this report may contain images of deceased people.

Definitions and Concepts

Gender inequality is the key driver of violence against women. Violence against women has been shown to be significantly and consistently lower in countries where women's economic, social and political rights are better protected, and where power and resources are more equally distributed between women and men. Individuals (women and men) who do not believe women and men are equal, and/or see them as having specific roles or characteristics are more likely to condone, tolerate or excuse violence against women.

Violence against women Any act of gender based violence that causes or could cause physical, sexual or psychological harm or suffering to women, including threats of harm or coercion, in public or in private life.

Family violence Occurs when a perpetrator exercises power and control over another person in their family. It involves coercive and abusive behaviours by the perpetrator that are designed to intimidate, humiliate, undermine and isolate, resulting in fear and insecurity. It can include physical, sexual, psychological, emotional and spiritual violence and financial/economic abuse and control. While both men and women, adults and children can be perpetrators or victims, intimate partner violence by men against women is the most common form of family violence.

Gender The socially constructed differences – roles, behaviours, expectations and attributes – between women and men, as distinct from 'sex' which refers to their biological differences.

Gender equity Entails the provision of fairness and justice in the distribution of benefits and responsibilities on the basis of gender. It is not about the equal delivery of services, or distribution of resources – it is about recognising diversity and disadvantage, and directing resources and services towards those most

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in need, to ensure equal outcomes for all. Gender equity acknowledges that women and men have different access to resources, power, responsibilities and life experiences and that different strategies are often necessary to address disadvantages and achieve equal outcomes for women and men, girls and boys.

Gender equality Is the outcome reached through gender equity – it means equal rights, responsibilities and opportunities of women, men and trans and gender-diverse people. Equality does not mean that women, men and trans and gender diverse people will become the same but that their rights, responsibilities and opportunities will not depend on their gender and that their contributions and efforts are valued equally.

Intersectional approach (intersectionality) Considers intersecting and overlapping aspects of a person's identity, such as ethnicity, sexual orientation, disability or age, to recognise overlapping forms of discrimination or oppression. In relation to violence against women, this approach highlights that structural and social discrimination such as racism, colonisation, class oppression, homophobia, transphobia, ageism or ableism can intersect with gender inequality to increase the prevalence and/or severity of violence, and barriers to accessing help.

Mayor's Message

To be developed and approved by Mayor

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Overview

Violence against women and family violence is a significant community safety and health issue in the City of Whittlesea and one that Council has a long-standing commitment to addressing. Above any other factor, gender inequality is the key driver of violence against women. There has been a great deal of progress in incorporating a gender equity approach into Council's work, but there is still work to be done – internally for the workforce; in the services, programs community facilities and public spaces Council delivers; and in how community capacity for gender equality and the prevention of violence against women is supported. To date, the City of Whittlesea has had two separate strategies to address the interconnected issues of family violence and gender inequality. This integrated strategy will continue to build the recognition and understanding across the organisation and community that gender inequality is the driver of violence against women and will shape Council's work in improving gender equality.

Policy Context

There is a strong policy basis for local government's role in preventing violence against women and improving gender equality. Through preparation of their Municipal Public Health and Wellbeing Plans, the Victorian Government requires councils to respond to gender inequities and disclosures of violence through its services, facilities, programs and workplaces and requires councils to "report on the measures they propose to take to reduce family violence and respond to the needs of victims"ⁱ. The City of Whittlesea's **Health and Wellbeing Partnership Plan 2017-2021** articulates that Council will review and update its strategy to prevent violence against women and their children. It highlights the importance of considering the way that other components of identity – for example, race, ability, age, sexuality – can impact on peoples' experiences of violence and inequality.

This Strategy includes responses to the relevant recommendations from the Royal Commission into Family Violence. Local government is identified in the findings of the **Royal Commission into Family Violence** (RCFV) as a key partner for gender equity improvements, preventing, intervening and responding to family violence and violence against women and their children in local communities and as a workplace.

Key Government policy

This Strategy is aligned and informed by the following State and National frameworks:

- ***Change The Story***ⁱⁱ Provides a shared National framework for the primary prevention of violence against women and their children in Australia 2015

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- **Changing The Pictureⁱⁱⁱ** A National resource to support the prevention of violence against Aboriginal and Torres Strait Islander women and their children 2016
- **Free From Violence^{iv}** Victoria's Strategy to Prevent Family Violence and All Forms of Violence Against Women 2017
- **Safe and Strong^v** – Victoria's Gender Equality Strategy 2016
- **Ending Family Violence: Victoria's Plan for Change^{vi}** outlines how the Victorian Government will implement the *Royal Commission into Family Violence Recommendations^{vii}* 2016
- **Building from Strength: 10-Year Industry Plan for Family Violence Prevention and Response^{viii}** 2017

Key Regional Strategy

City of Whittlesea is committed to the implementation of the Northern Metropolitan Region Preventing Violence Against Women Strategy, led by Women's Health in the North, **Building a Respectful Community 2017-2021^{ix}**. This commitment involves undertaking one or more strategies from each goal area, providing data to inform the shared action plans, achievements reports and evaluation and engaging in shared advocacy, submissions or grants proposals.

City of Whittlesea policy

The work undertaken through this Strategy will contribute to three of the four goals in **Whittlesea 2040: A Place for All:**

Goal 1: Connected Community

- A socially cohesive community
- A healthy and safe community
- A participating community

Goal 2: Liveable Neighbourhoods

- Well-designed neighbourhoods and vibrant town centres

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Goal 3: Strong Local Economy

- Increased local employment
- Successful, innovative local businesses

This Strategy will complement and intersect with Council's other Strategic work.

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About Whittlesea

The City of Whittlesea is located on Melbourne's metropolitan fringe, approximately 20km north of Melbourne's Central Business District. Covering 490 square kilometres, it is a large municipality containing established urban, growth and rural areas. The municipal area includes the major rural centre of Whittlesea Township, the rural localities of Beveridge, Donnybrook, Eden Park, Humevale, Kinglake West, Wollert, Woodstock and Yan Yean, as well as the established and growing urban suburbs of Bundoora, Doreen, Epping, Lalor, Mernda, Mill Park, South Morang and Thomastown. The adjoining municipalities are the Shire of Nillumbik to the east, the City of Hume to the west, the Cities of Banyule and Darebin to the south and the Shires of Murrindindi and Mitchell to the north.

The population is currently estimated at 223,566 and expected to reach 365,099 by 2038^x. Residents have a younger median age than Greater Melbourne (34 years, compared with 36), and a larger proportion of two parent families with children (42.3 per cent compared with 33.5 per cent)^{xi}. There is significant cultural and linguistic diversity, with almost half of the population of the City of Whittlesea speaking a language other than English at home (44.1 per cent) and more than a third of the population being born overseas (35.5 per cent)^{xii}. The City of Whittlesea has the second largest population of Aboriginal and Torres Strait Islanders in Metropolitan Melbourne^{xiii}.

The Wurundjeri Willum people were the original inhabitants of the area and are the traditional owners of this land.

About gender inequality and violence against women

Violence against women is driven by gender inequality. Gender inequality is a social condition characterised by unequal value afforded to women and men and an unequal distribution of power, resources and opportunity between them. Individuals (women and men) who do not believe women and men are equal, and/or see them as having specific roles or characteristics are more likely to condone, tolerate or excuse violence against women.^{xiv} Gender inequality is influenced by other forms of systemic social, political and economic disadvantage and discrimination.

Australia's national prevention of violence against women organisation, Our Watch, identifies the gendered drivers of violence against women that must be addressed to reduce and prevent violence against women and reinforcing factors that can increase frequency or severity of violence, within the context of the gendered drivers.

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Gender inequality indicators

Violence against women has been shown to be significantly and consistently lower in countries where women's economic, social and political rights are better protected, and where power and resources are more equally distributed between women and men.

- There is low support for gender equality locally, 39.1 per cent of residents recorded “low gender equality scores” indicating a low level of agreement with concepts that promote the equal status of women and men. The proportion of City of Whittlesea residents who record a low gender equality scores is slightly above the Victorian average of 35.7 per cent, with male residents significantly more likely to record a low score (49 per cent) than female residents (29.2 per cent).^{xv}
- Women are more likely than men to report feeling unsafe during the day in the public areas of the municipality (11 per cent compared to 9.6 per cent) and are significantly more likely than men to report feeling unsafe at night (45.5 per cent compared to 35.3 per cent).^{xvi}
- Women in the City of Whittlesea are more likely than men to do over 15 hours of unpaid domestic work each week (29 per cent compared with 8 per cent), more likely to care for a person with a disability, illness or elderly (14 per cent compared with 9.5 per cent) and more likely to provide unpaid childcare (35 per cent compared with 27 per cent)^{xvii}.
- Australia's national gender pay gap 2017-2018 stands at 14.1 per cent with men working full-time earning \$25,717 on average a year more than women working full-time^{xviii}. Over 20 years, the gender pay gap has ranged between 14.9 per cent in 2004 and 18.5 per cent in 2014.^{xix}
- While City of Whittlesea women are more likely than men to hold a Bachelor Degree or higher (20 per cent compared with 16 per cent), they are still over-represented in lower income brackets - 63 per cent of women aged 15 years and over are in the lowest and medium-lowest income quartiles compared with 43 per cent of men^{xx}.
- Nearly twice as many women in the City of Whittlesea (31 per cent) report getting no exercise during a week compared to men (17 per cent)^{xxi}
- Within the City of Whittlesea organisation, as a key local employer, while women comprise 62 per cent of the overall workforce, they are underrepresented at senior positions; including senior officer, team leader and manager levels^{xxii}.
- Currently only four of the 11 elected Councillor positions at the City of Whittlesea are held by women.

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Community attitudes to violence against women and gender equality

The National Community Attitudes towards Violence against Women Survey (NCAS) provides information about people's understanding of and attitudes towards violence against women and gender equality and what influences their attitudes, any changes over time and whether people are prepared to intervene when witnessing abuse or disrespect towards women^{xxiii}. The strongest predictors of attitudes supportive of violence against women are people having a low level of support for gender equality and a low level of understanding of the behaviours constituting violence against women (relative to other respondents).^{xxiv} The key findings are that most Australians support gender equality and are more likely to support gender equality in 2017 than they were in 2013 and 2009. However there are some concerning results - a proportion of Australians believe that gender inequality is exaggerated or no longer a problem and there continues to be a decline in the number of Australians who understand that men are more likely than women to perpetrate domestic violence.

Family, domestic and sexual violence indicators

At least one woman is killed a week by a partner or former partner in Australia. Intimate partner violence contributes to more death, disability and illness in women aged 15 to 44 years than any other preventable risk factor^{xxv}. Family violence is the largest driver of homelessness for women and is a common factor in child protection notifications. It results in a police call-out on average once every two minutes across the country.^{xxvi} The 2016 Personal Safety Survey conducted by the Australian Bureau of Statistics shows that since the age of 15:

- One in three Australian women has experienced physical violence.
- One in five Australian women has experienced sexual violence.
- One in six Australian women has experienced physical or sexual violence from a current or former partner.
- One in four Australian women has experienced emotional abuse by a current or former partner.
- Australian women are most likely to experience physical and sexual violence in their home, at the hands of a male current or ex-partner.
- Of women who had children in their care when they experienced violence from an ex-partner, 68 per cent reported that the children had seen or heard the violence.

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- For 93 per cent of women and 92 per cent of men who have experienced violence since the age of 15, the perpetrator was male.

Specific groups of women (for example Aboriginal and Torres Strait Islander women, women with a disability and culturally and linguistically diverse women) can be particularly at risk of violence due to the intersection of a number of complex factors and their access and experience of service support and government agencies. There is no evidence to suggest that any one cultural group is inherently 'more violent' than any other. What is clear is that multiple forms of inequality, discrimination and disadvantage intersect and interact with sexism and gender inequality to create the underlying conditions and social context in which violence is more likely to occur^{xxvii}. Some communities are at a greater risk of harms from family violence and/or experience greater disadvantages when it comes to accessing services and supports. For example:

- Intimate partner violence contributes to 10.9 per cent of the burden of disease for Aboriginal and Torres Strait Islander women aged 18 to 44 years, more than any other health risk factor, 6.3 times higher than for non-Indigenous women^{xxviii}. Evidence outlines that non-Indigenous men make up a significant proportion of perpetrators of violence against Aboriginal and Torres Strait Islander women and their children^{xxix}.
- Women and girls with disabilities are twice as likely as women and girls without disabilities to experience violence throughout their lives. Over one-third of women with disabilities experience some form of intimate partner violence^{xxx}.
- Gender-based and disability-based discrimination increase the risk of violence for women and girls with disabilities. Men who use violence often target women who they perceive are less powerful, such as women who are unable to communicate to others what has happened to them, and those restricted in their physical movement^{xxxi}. In addition to being at a greater risk of violence, women with disability also face greater barriers to obtaining support and accessing justice in response to family violence^{xxxii}.
- Women from culturally and linguistically diverse backgrounds may experience a range of barriers, structural and systemic, to accessing help and support for family violence and other forms of violence against women^{xxxiii}.

Along with the tragic impact that violence has on the individual lives of women and their children, it also has community and economy-wide impacts. The total annual cost of violence against women and their children in Australia was estimated to be \$22 billion in 2015-16.^{xxxiv}

Local family violence incidents including children present

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The prevalence of violence against women and family violence is primarily measured by Victoria Police 'family incident' data and 'crime against the person' assault and sexual offence data. In 2017-2018, City of Whittlesea continues to have one of the highest rates per 100,000 of population of family violence in the Northern Metropolitan Region of Melbourne (1,428.9 per 100,000 of population, compared to Victoria 1,176.7) and children are recorded present at a much higher rate than other municipalities (436.7 per 100,000 of population, compared to Victoria 323.2)^{xxxv}.

Females are far more likely than males to be victims of family violence. Males are far more likely than females to be perpetrators of family violence. In 2017-2018 in the City of Whittlesea, males made up 100 per cent of alleged offenders of sexual offences in family incidents and 80 per cent of assault offences in family incidents^{xxxvi}.

Local sexual assault offences data

Of all victim reports of sexual offences, females were the majority of victims - 84.36 per cent females compared to 13.74 per cent males. Of those sexual offences that were family violence related, 90.47 per cent were female victims (males 13.74 per cent) and of those that were non-family violence related 80.31 per cent were female and 16.54 per cent were males^{xxxvii}.

It is important to note that many victims of sexual assault and family violence will not report the violence to police for various reasons including fear of engaging with the criminal justice systems and/or child protection systems; racism, sexism and ableism; and a feeling that they will not be believed. It is therefore widely acknowledged that Victoria Police Family Incident data and sexual offence data are an underrepresentation of the prevalence of family violence, violence against women and sexual assault. Many victims may engage a health or community service or no service at all; their experience may not be recorded in key data sets.

Factors that can increase the harms of violence against women and family violence

Alcohol

Increased availability of alcohol has been shown to correlate with increases in the severity and frequency of violence against women^{xxxviii}. Research in Victoria^{xxxix} has found that there is a strong association between family violence and the concentration of take-away packaged liquor outlets in an area. The

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study concluded that a 10 per cent increase in these liquor outlets was associated with a 3.3 per cent increase in family violence. Increases in family violence were also apparent with the increase in general (pub) licences and on-premise licences. Other studies have demonstrated a similar correlation between litres of alcohol sold at off-licence liquor outlets and higher risk of violence in residential settings^{xl}.

Gambling

Recent Australian research shows that people who have significant problems with their gambling are more likely than people without gambling problems to be victims and perpetrators of family violence – family violence is three times more likely to occur in families where there is problem gambling than in families in which there are no gambling problems.^{xli} In a recent Victorian Commission for Gambling and Liquor Regulation (VCGLR) decision in the City of Whittlesea there was discussion regarding Electronic Gaming Machines (EGM) density and its association with family violence. Data presented to the VCGLR described a very strong positive correlation between financial losses per adult and police call out rates for the Northern Metropolitan Region of Melbourne in 2015-2016. Where there were higher financial losses per adult there was a higher number of police call outs for family violence.^{xlii}

Lack of local access to specialist family violence services

The City of Whittlesea has a rapidly growing population meaning the already high demand for family violence support is set to grow exponentially. There is limited access to specialist family violence services locally, with key service hubs located outside the municipality. Local services report an increase in demand for their services, with over 65 per cent noting family violence as a specific concern^{xliii}. Rapid population growth coupled with limited access to early intervention services exacerbates family violence harms experienced by women and children and fails to hold perpetrators to account for their violence.

About Local Government's role

As a large employer and through its role in delivering a wide range of services, local government intersects with many settings where people live, work, learn, socialise and play – across the lifespan. These are settings where social and cultural values are developed and influenced and they present a significant opportunity to influence the social norms, organisational practices and structures that can drive change. In addition, local government is legislated to build safe, healthy communities and provide equal access to services and facilities through the Local Government Act, 1989. *Change The Story*^{xliiv} and the *Gender Equity in Local Government Fact Sheets*^{xliv} have informed the below descriptions of how the City of Whittlesea can interact with some of these key settings.

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Sports and recreation settings

Sports, active recreation, social and leisure spaces are an important setting because these environments can have a powerful influence on gender relations through their modelling of attitudes, behaviours and social norms. Sporting contexts can reinforce gender inequities if they are male-dominated and exclude women and girls. By increasing gender equality in these settings, local government can reach a large proportion of people in the community. Sports, active recreation and social settings receive significant funding and resources from Council and the State Government. It is crucial that everyone in the community is able to benefit from this investment.

Workplace

The workplace provides a significant opportunity to influence social norms and practices and can reach large populations including groups who may not be reached through other settings. Access to employment and financial security and independence are important factors to protect women from the impacts of family violence or enable them to leave a violent situation. The workplace can provide paid leave and other supports to victims of violence to help facilitate their safe exit from violence. As a major employer in the region, the City of Whittlesea is well-placed to maximise gender equality in the workplace.

Communications and online presence

Various awareness raising and social marketing resources are available to local government to promote to the community. Sharing this information with the community can help to build a community conversation about gender equality and is an important contributor to improving community awareness of the gendered drivers of violence against women and family violence and services to seek support. Increased awareness can contribute to the broader cultural change required to end violence against women. City of Whittlesea can play a role locally to support state-wide and regional, social marketing campaigns, and can promote local stories and local voices that promote dialogue about gender inequality, prevention of violence against women and family violence support services.

Facilities and infrastructure

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Consideration of equity and diversity during planning and development can have a significant bearing on the extent of women's economic, social and civic participation and also on access to facilities, transport and public spaces. Council provides a wide range of essential infrastructure including vital social infrastructure and community facilities and makes land use planning decisions that affect the community's use, access and experiences.

Partnerships

The City of Whittlesea, Councillors and staff, interact with many different communities and organisations regularly. These partnerships, projects and engagement can influence community change by supporting local agencies and community organisations in their prevention efforts and in their advocacy on behalf of the communities they represent. Collaborative relationships with organisations and individuals and respect for lived experience and expertise is essential to understanding the cultural and contextual complexities of inequality and violence against women.

Engagement

Beyond the evidence base, this Strategy was developed with input from key local service agencies and community members which strengthened the understanding of local issues, complexities and priorities. Local services that have a role in frontline family violence response, prevention programs, working with priority population groups or who provide more generalist family support were targeted. Namely:

- Aboriginal Health and Wellbeing Network (representatives from key Aboriginal Community Controlled Organisations and health services including the Northern Hospital's Koori Maternity Health Service and mental health service, Victorian Aboriginal Health Service and City of Whittlesea)
- Berry Street
- Brotherhood of St Laurence
- Council's Family, Children and Young People Department
- Dianella Plenty Valley Community Health
- InTouch Multicultural Centre Against Family Violence

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- The Orange Door – North East Metropolitan Region
- Project Respect
- Victoria Police – Whittlesea Family Violence Unit
- Whittlesea Community Connections
- Whittlesea Early Years Family Violence Working Group (including Anglicare, Northern Hospital, Kids First, Maternal and Child Health and Try Children Youth & Family Services)

Information was sought on experiences 'on the ground' – emerging issues or challenges – that may shape the priorities to be addressed through this Strategy. Engagement will continue with relevant organisations throughout the implementation of this Strategy.

A qualitative survey was conducted with community members, distributed through the City of Whittlesea website and Facebook page, Maternal and Child Health Centres, libraries, service agencies, the Whittlesea Disability Expo, public Immunisation sessions and at each Council service centre. Key networks and committees were targeted to promote to the communities they work with including:

- Aboriginal Health and Wellbeing Network
- Community Safety and Crime Prevention Committee
- Whittlesea Disability Network

The community survey asked:

- Thinking about yourself and others in your life, describe what an equal, safe and respectful community would look like locally
- What changes would you like to see locally in order to achieve an equal, safe and respectful community?

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The survey received 50 responses in total; of the 42 responses who answered the question about gender 95.2 per cent answered 'female' and 4.8 per cent answered 'male' (eight did not respond). The majority of respondents live in Epping (25.5 per cent) and Doreen (12.8 per cent), 19.1 per cent live outside the municipality (e.g. Reservoir, Northcote, Preston, Craigieburn).

In analysing the community responses, and reflecting on the feedback with service agencies, strong themes have been identified in the emerging issues, key challenges and priorities identified to help shape this Strategy.

Social isolation

The social isolation of individuals and families in the community emerged repeatedly in conversations with service agencies and in the survey results – both as a contributing factor for family violence to occur and as a barrier to seeking help. Using social isolation as a mechanism of control can also be a form of violence in itself. Services commented that social isolation increased the importance of the 'soft entry points' for accessing help – how universal services can have a role in reaching isolated women (see more on this in *Universal Services as Access Points*). The community survey respondents suggested "continuing community groups, women's groups especially, to empower women", respondents emphasised the importance of bringing together women through women's-only groups and "opportunities for women to meet and connect" through community events, "programs and activities that area accessible for women and girls" to "stop local loneliness and isolation".

Culturally diverse communities – migration status and racism

Several service agencies (Victoria Police, InTouch, Berry Street, Project Respect), described an increasing prevalence of cases where migration status and visa-related vulnerability were used as a tool of abuse and as a significant barrier to seeking assistance. InTouch described several cases where women have been brought to Australia on a spouse visa, only to find themselves in a household with a partner and children already present, where she is then held for domestic duties. Threats to family in the country of origin, financial dependency and fear of deportation are then tools used to deter her from seeking help. For Project Respect, a service that supports women working in the local sex industry – the majority of their clients locally are from migrant backgrounds (many of them recent arrivals with low levels of English proficiency). This increases their vulnerability in a high-risk industry and impacts their awareness of their rights and ability to navigate assistance available. Project Respect specifically highlighted that 80 per cent of the women they work with experience not only violence in their place of work but family violence from intimate partners or extended family as well.

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Agencies talked about the importance of meeting a women 'where she is at' – women's inequality and rights might not be the language/terminology that appeals to women from diverse cultural backgrounds, especially if visa status, employment, housing or recovery from trauma are more pressing, immediate concerns.

In the context of their prevention work, Dianella Plenty Valley (DPV) Community Health described the challenge of women experiencing multiple types of discrimination – i.e. racism and sexism. Employment is a significant issue for culturally and linguistically diverse (CALD) women. Racism and bias is described as a significant issue for CALD women finding jobs and gaining interviews locally.

CALD women can also experience a significant amount of stigma and criticism from within their communities for wanting to go back to work after having children. DPV described some women being shamed by fellow community members for wanting to attend social groups or to work. Conversely, they have also worked with women where there is a strong tradition of female activism in their country of origin – these women are then surprised at the level of inequality they see in Australia.

Financial abuse and hardship

Similar to visa-related vulnerability, several services reported an increase in the use of dowry (or other marriage-related financial transactions) as a means of exploitation and control. In some cases, the perpetrator uses dowry payments to strengthen a sense of ownership, and can use abuse of the woman as leverage to demand further payments from family in the country of origin. Where a woman has come into a multi-generational household, the abuse and control can be perpetrated by multiple people (for example mother in-law, brother in-law). Whittlesea Community Connections (WCC) also described dealing with many cases of financial abuse in terms of debt creation – where the woman is left with crippling debts as a result of the perpetrator's use of a credit card, damage to rental property and accrual of fines. WCC legal service supports women to resolve these issues but they continue to have a significant impact on safety and recovery, especially on finding and maintaining secure housing and meeting day to day expenses.

One survey respondent described "less poker machines" as contributing to their view of an equal, safe and respectful community. Another talked about "places for people that are not expensive", others talked about local employment and access to childcare as important to them and many talked about equal pay for equal work.

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Services described the importance that Council consider ways to support women financially impacted by family violence such as through financial hardship supports to meet rates payments, fines and other Council-related payments. Proactive programs to build financial literacy and support female employment locally were also considered crucial.

'Back to basics' – education and information provision

Several services (Victoria Police, DPV, WCC, Project Respect, InTouch) described a need for strengthening awareness, amongst the people they work with, of the core concepts of family violence – what behaviours constitute family violence and where they can go for help - 'What happens if I call the police?' and so on. Services discussed the need to build community capacity to support each other – how to recognise 'relationship red flags' and how best to support their friends and loved ones. This also needs to occur in the context of online dating and the potential for harm through grooming, especially of young people. Local services told us that within newly arrived communities understanding of family violence as a crime needs to be strengthened. The collaboration between Victoria Police, WCC and local community groups through the Whittlesea CALD Communities Family Violence Project (lead by WCC) has been a successful model to build this awareness and to build trust and connection with local authorities.

Education about gender inequality, sexism, bystander action and information about family violence services available were described in the community survey responses as local changes needed to achieve an equal, safe and respectful community. This theme was very strong – respondents suggested "better understanding of the impact of sexism and gendered violence in the community", "profiling local women in sport and industry", and "respectful relationships programs at schools and sporting clubs". Respondents expressed the need for information about gender-based violence and gender inequity, "more sessions with parents through schools [about] domestic violence" and the importance of this to be translated and for "information [to be] displayed in the environment".

Universal services as access points

In the context of the afore-mentioned themes, culturally safe and inclusive access to universal services was emphasised as both a protective factor against family violence and as sometimes *the only* avenue for connection and support for victims. In many instances, women who are being actively socially isolated by a perpetrator of family violence, services connected to the care of their children – Playgroups, Maternal and Child Health Centres, Kindergarten – may be the *only* ones they are permitted to access, and therefore their only avenue of support which may lead to a disclosure of family violence and seeking help.

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This feedback is echoed by the experiences of City of Whittlesea staff in particular those working in community centres and directly with community members. It highlights a need for these staff to be suitably equipped to provide inclusive, culturally safe responses to disclosures of family violence, and to be protected from vicarious trauma or harms from these disclosures.

Women's safety in public realm

A very common theme emerging from the community surveys was women's safety in public realm. Respondents described their vision for an equal, safe and respectful community being one where women could "go for a walk at night without the fear of being hurt", where women and girls "would feel safe walking through my neighbourhood at day and night" and "without harassment" and where "I could walk home from the train without worrying about whether it is safe". Respondents referred to "walkable streets connecting neighbourhoods" with "more lights", "toilets... in public spaces", public places such as shopping centres which should "reduce the gender stereotyping of how they also advertise" and provide "change facilities that are accessible to men and women". Safety in public realm was linked to the need to develop active bystander behaviours in the community – "people looking out for each other and standing up together to combat racism, sexism and hatred in public places".

Equal access to recreation and sport

Respondents to the community survey described sport and recreation settings as key environments for gender equality, safety and respect. From basic needs such as "separate change rooms in sporting clubs" to "more female friendly clubs", "better female facilities", "equity of access to facilities" and "less stereotypes of genders – females work in the canteen". What is clear from these responses is that the community value the role Council has in providing environments and settings for sport and recreation but that these environments need to be more accessible to and inclusive of women and girls.

Equal rights and respect

In describing their vision of an equal, safe and respectful community, a large proportion of respondents to the community survey talked about gender equality – "boys and girls are given the same chances and choices", a "community that supports gender diversity" where "all people should have the same rights and opportunities to obtain work, equal pay for that work". One respondent said their vision for an equal, safe and respectful community was one where "women

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can find relevant and fulfilling employment, and can balance their paid work with caring for children due to an expectation that parenting roles are supported by society and corporations”.

A good proportion of respondents talked about leadership opportunities, empowerment of women and the need for more women in decision making positions – “more women on local Council and in positions of leadership making decisions for our community” and a desire for “more women’s involvement in organisations” and to have “women and girls among those walking and meeting in public spaces”.

What is already happening

City of Whittlesea has been working to improve gender equality and prevent violence against women for several years. For some areas, this work is embedded and is an ongoing part of day to day work. City of Whittlesea participate in and support many local partnerships that build sector capacity and share information in response to changing demands. Although City of Whittlesea do not directly provide family violence services, Council are involved in many advocacy efforts to increase provision and access to specialist services locally.

Some of the key highlights of this work include:

- Investment and support of women’s cultural groups and employment programs, e.g. Stepping Stones program
- Promotion of female participation in sport through annual grants and an education program
- Improved integration of gender equitable design into community facilities
- Increased monitoring and responses to key gender equality workforce indicators
- Actions embedded in the Active Whittlesea Strategy to remove social and structural barriers to women’s participation in sport and recreation
- A Family Violence Workplace Support Policy to support staff impacted by family violence
- Capacity building of staff to apply a gender lens to their work
- Ongoing Respectful Relationship Education work in schools in partnership with NCASA
- Annual celebration of International Women’s Day
- Promotion of opportunities for local women’s leadership, e.g. through choice of Welcome to Country speakers
- Funding received to explore employment outcomes for women in growth areas

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- Ongoing support of women in business through forums and network events
- Improved screening for family violence during key Maternal and Child Health appointments
- Participation of key Maternal and Child staff in training and information sharing reforms emerging from Royal Commission into Family Violence recommendations
- Early Years Infrastructure Development Program - designing inclusive, flexible, accessible and welcoming environments
- Provision of a family violence training program for educators and professionals supporting families and a range of parenting support programs

The Objectives and Priority Actions identified in this Strategy will build upon these strong foundations and seek to further extend Council's work and commitments to improving gender equality and preventing violence against women.



Equal and Safe Strategy

Goal The City of Whittlesea is a gender equitable, safe and respectful community	
Objective 1 Build a safe and respectful workplace where gender inequality is understood and actively challenged	Priority Actions <ol style="list-style-type: none"> Improve organisational performance against key workforce gender equality indicators Ensure gender equality within our workforce planning, processes and culture Build the knowledge, skills and capacity of staff to understand and respond to family violence and violence against women Build the knowledge, skills and capacity of staff to apply a gender lens to their area of work
Objective 2 Provide services and programs that normalise gender equality and are responsive to the needs of community experiencing family violence	Priority Actions <ol style="list-style-type: none"> Ensure Council's financial and information processes minimise secondary harms and risks to safety for residents impacted by family violence Increase the number of local services and programs that promote gender equality and challenge gender stereotypes

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	<ul style="list-style-type: none"> c. Build knowledge within existing services and programs of the cultural and contextual complexities of violence against women and family violence d. Increase breadth of local employment opportunities for women e. Advocate for increased access to specialist family violence services in the municipality f. Incorporate a gender and family violence-responsive approach in planning for emergencies and the delivery of relief and recovery services
<p>Objective 3</p> <p>Ensure that community facilities and public spaces enable safe and gender equitable access and an active community life for all</p>	<p>Priority Actions</p> <ul style="list-style-type: none"> a. Build a gendered community safety approach into Council's master-planning for public realm, reserves and facility development b. Include gender equity criteria in the process of prioritising and planning capital works c. Improve employment, recreation and safety outcomes for women and girls through the review of public realm and land use planning strategic documents d. Utilise appropriate Council levers to minimise harms from alcohol and gambling locally
<p>Objective 4</p>	<p>Priority Actions</p>



<p>Build a well-informed, connected community who understand and embrace gender equality and are empowered to prevent violence against women</p>	<ul style="list-style-type: none"> a. Increase community understanding of the types of family violence, early warning signs and where to get support b. Increase community understanding of healthy relationships and their role in challenging sexism and gender stereotypes c. Develop the capacity of underrepresented women to engage and influence civic and community life d. Support community initiatives that reduce social isolation and vulnerability to family violence
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Implementation and evaluation

These objectives and priority actions will be implemented by the organisation through annual action plans. Progress against these action plans will be monitored through corporate reporting processes and by the Governance Group for the Equal and Safe Strategy. Regular updates will be provided to Council throughout the life of the Strategy. The impacts of the Strategy and action plans will be evaluated in line with Council's Evaluation Framework.

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6.2.3 REDEVELOPMENT OF MCLEANS ROAD KINDERGARTEN - RESPONSE TO PETITION

Chief Executive Officer Explanatory Note

Under Clause 33 of the Procedural Matters Local Law, with consent from the Chairperson, this report was withdrawn from the 7 May 2019 Council Meeting in order to allow for further discussion around the relocation of the Kindergarten service from the building. This Item is now presented for Council's consideration.

RECOMMENDATION SUMMARY

That Council resolve to:

1. Continue with the planned timelines for the redevelopment of McLeans Road Kindergarten which will require the centre to close during the 2020 and 2021 calendar years and reopen in January 2022.
2. Provide the McLeans Road Kindergarten Inc. Committee of Management the opportunity to deliver the kindergarten service at the new centre (in 2022), subject to meeting Department of Education and Training (DET) regulatory requirements and Council's Lease and Service Agreement terms.
3. Continue to engage and work with the Committee of Management to explore options to enable a shared premises arrangement at an alternative location, during the redevelopment process, in line with DET guidelines and regulations.
4. Write to petitioners to inform them of Council's decision.

KEY FACTS AND / OR ISSUES

- This report has been prepared in response to a petition tabled at the Council Meeting of 2 April 2019.
- McLeans Road Kindergarten is proposed to be redeveloped to enable operations by January 2022. This timeline ensures the facility is delivered ahead of population peak and in preparation for the introduction of funded three-year-old kindergarten.
- Officers are working closely with the Committee of Management, DET, the Early Learning Association Australia and other kindergarten services in proximity to McLeans Road to investigate a range of options to provide four-year-old kindergarten in 2020 for those families who have listed McLeans Road as their preferred choice.

REPORT

BACKGROUND

This report has been prepared in response to a petition prepared by residents and tabled at the Council Meeting on 2 April 2019. The petition, addressed to the Mayor and Councillors of the Whittlesea City Council, was signed by 138 residents and 70 non-residents.

The petition stated:

We, the undersigned, residents and ratepayers of Whittlesea City Council, request the Council to:

Regarding Whittlesea Council's decision to demolish McLeans Rd Kinder in 2020, rebuild and then reopen in 2022 ... we as the committee, parents, grandparents, families and local public hereby 'REQUEST FROM THE COUNCIL':

- 1. A ONE YEAR EXTENSION to demolish McLean's Rd Kinder in 2021 rather than 2020 to allow for the current 3-year-old group to complete their preschool 4-year-old year at the same centre.*
- 2. THE GUARANTEE (in writing) that McLean's Road Kinder will be able to go back into that location in 2022 after having been there for a reputable 43 years.*
- 3. THAT THE COUNCIL COULD STILL FIND A TEMPORARY PLACE FOR McLean's Road Kinder TO CONTINUE BUSINESS avoiding having to be shut down for two years and losing many children and families plus losing their wonderful entity.*

Council resolved to receive the petition and prepare a report for Council's consideration.

DISCUSSION

Planning for Kindergarten Facilities

The *Established Areas Infrastructure Plan for Families, Children and Young People (EAIP)* identifies proposed capital works for kindergartens including the need for an additional kindergarten room to be delivered at McLeans Road Kindergarten.

In developing this capital works program, consideration was given to:

- Meeting demand for kindergarten in line with population growth and identified need in each precinct in the established areas of the municipality, ahead of peak requirements.
- Planning for four-year-old enrolments to be redirected to neighbouring centres within existing service capacity, to ensure all children have access to a local kindergarten program during planned upgrades.
- Staged program of capital works, aligned to the New Works Program to ensure management and delivery within existing resources, financial capacity and the opportunity to benefit from capital grant funding rounds.
- Equitable distribution of upgraded kindergarten facilities across the established area districts.
- Financial viability of kindergartens and regulatory compliance.

Subsequent to the EAIP report, the State Government announced that it will fund up to 15 hours of kindergarten for three-year-old children from 2020. The implications of this policy direction reinforce the importance of the delivery of the proposed two room facility at McLeans Road within the recommended timeline.

Kindergarten Program Delivery

Council builds, owns and maintains kindergarten infrastructure and manages the central enrolment scheme for four-year-old kindergarten programs across the municipality. Not-for-profit organisations, schools and/or committees of management enter into Leases and Service Agreements to deliver kindergarten programs on Council's behalf.

McLeans Road Kindergarten is managed by a Committee of Management (CoM), responsible for all aspects of operating the Incorporated Association, including compliance with DET per capita funding and Service Approval (SA). The key industry body established to support and advise all CoMs is Early Learning Association Australia (ELAA).

Redevelopment Dates

Council's EAIP identified the McLeans Road Kindergarten upgrade to be undertaken in 2020-2021 to ensure the kindergarten is operational by January 2022. This timeline will ensure the facility is delivered ahead of population peak and in preparation for the planned roll out of funded three-year-old kindergarten.

The kindergarten will be required to close over two calendar years due to the following drivers:

- Construction of highly regulated early years facilities requires a period of approximately 16 months to redevelop and meet DET SA requirements in a new facility.
- DET per capita kindergarten funding criteria typically requires that service is provided for a minimum of 600 hours over 40 weeks per calendar year, requiring the program to typically begin in February of each year.

While extending the timelines for the redevelopment of the facility would enable the current group of three-year-old children to complete four-year old kindergarten at the same centre (17 families have currently listed McLeans Road Kindergarten as their first preference for 2020), the expanded kindergarten will cater for 66 children. Extending the timeline will impact on the ability to accommodate these additional numbers in 2022, particularly with the introduction of three-year-old kindergarten by the State Government at that time.

Impact on Kindergarten Enrolments

During the redevelopment of the facility, all four-year-old enrolments will be able to be redirected to neighbouring centres within existing service capacity or accommodated in an alternative service model offered by Mc Leans Road Kindergarten Incorporated (if approved by DET). Discussions are occurring with surrounding kindergarten services to look at options to accommodate those children who have currently listed McLeans Road as their preference for four-year-old kindergarten in 2020.

Impact on Committee of Management (CoM)

The redevelopment of the kindergarten facility will require Council's Lease to cease and the DET SA to be terminated. The decision for the McLeans Road Kindergarten Incorporation to continue, is a decision for the current CoM.

Council Officers will continue working with the CoM to explore options to enter into a DET approved and financially viable, Shared Premises Arrangement in collaboration with another Kindergarten Management body. This arrangement allows two management bodies to share one facility to deliver a DET approved service. While unusual, such Agreements can occur with the agreement of all parties.

Re-establishment of the Kindergarten Program

Typically, the City of Whittlesea undertakes an Expression of Interest process to appoint a management body to operate Council's kindergarten facilities. Upon completion of the new facility, the incoming management body will be required to make application to manage the new kindergarten service.

The McLeans Road Kindergarten CoM will be offered the opportunity to deliver the new service subject to:

- Gaining DET Service Approval to deliver three and four-year-old kindergarten
- Meeting compliance with DET per capita funding Service Agreement conditions
- Signing off on the terms of Council's Lease and Service Agreement.

Temporary Relocation

Meetings are being coordinated with DET, ELAA, the CoM and TRY Australia (on behalf of Roycroft Kindergarten) to explore the Shared Premises Arrangement option for service continuity of McLeans Road Kindergarten Inc. Edward Street Preschool CoM has indicated in preliminary conversations that it does not wish to enter a Shared Premises Arrangement.

The Principal of Norris Bank Primary School was engaged, to explore partnership opportunities including assessing the suitability of existing buildings to convert into a temporary kindergarten facility. No funding was available to progress this option.

Neighbouring kindergartens in Bundoora, Mill Park, Thomastown and Lalor were engaged and consulted on their capacity to accommodate additional enrolments. All agreed to support the redevelopment and accommodate all enrolments as required.

City of Darebin Officers were engaged to explore possible temporary relocation options. Darebin officers do not believe that this alternative option would meet the needs of families.

CONSULTATION

Council's Early Years team has met with members of the 2018 and 2019 McLeans Road Kindergarten Committees of Management and staff regularly since February 2018. The meetings and other exchanges of information (telephone calls and emails) focused on:

- Updates on the redevelopment
- Enrolment impacts and options
- Incorporated Association impacts and options including the process for reinstating a management body
- Coordinating parent information sessions, correspondence and FAQ's
- Temporary facility options and Shared Premises Arrangements.

DET and ELAA representatives were engaged, to provide the CoM with professional guidance and support regarding regulatory responsibilities, DET funding and service approval obligations, financial viability considerations, staffing implications, etc.

A parent information session was held at the McLeans Road Kindergarten on Tuesday 5 March 2019 for families enrolled in 2019 and 2020. Several Council officers and a CoM member attended the session. Subsequent meetings have also occurred with the CoM to investigate options for 2020.

FINANCIAL IMPLICATIONS

Outside a Shared Premises Arrangement any short-term accommodation or temporary building will have a significant cost impact. No budget allocation has been made for this purpose.

The redevelopment project has been estimated to cost approximately \$5,250,000. The cost estimate has been informed by similar projects; however, detailed options analysis and engineering assessment are required to confirm this.

Council officers will seek external grant funding through a DET funding round to support the redevelopment.

POLICY STRATEGY AND LEGISLATION

- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations 2011
- Victorian Government Early Years Compact
- Victorian Department of Education and Training per capita grant funding
- Belonging, Being, and Becoming – The Early Years Learning Framework for Australia 2009
- Victorian Early Learning and Development Framework 2016
- Incorporated Associations Act
- Whittlesea 2040: A place for All
- Connect: A municipal plan for children, young people and their families in the City of Whittlesea
- City of Whittlesea Early Years Policy
- Property Leasing Policy

LINK TO STRATEGIC RISKS

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

The provision of, and access to quality services and programs is fundamental to community health and wellbeing. The redevelopment of McLeans Road Kindergarten will deliver on meeting the growing demand for 3 and 4 year old programs as identified in the EAIP.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Connected community
Whittlesea 2040 Key Direction	A socially cohesive community
Strategic Objective	Programs, services and infrastructure encourage social connections and the development of a sense of community
Council Priority	Health and Wellbeing

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

Delivery of the McLeans Road Kindergarten upgrade in 2020-2021, with the service recommencing operations in January 2022, will ensure the facility is delivered ahead of population peak and in readiness for the introduction of funded three-year-old kindergarten.

Any delay in the redevelopment of the facility will place pressure on surrounding services and potentially impact on the ability of children and their families to access their local kindergarten.

A range of options are being investigated in conjunction with the CoM to ensure that any four-year-old enrolments are able to be accommodated in 2020.

The McLeans Road Kindergarten CoM will be offered the opportunity to deliver the new service subject to meeting DET Service Approval and per capita funding conditions and Council's Lease and Service Agreement terms.

RECOMMENDATION

THAT Council resolve to:

- 1. Continue with the planned timelines for the redevelopment of McLeans Road Kindergarten which will require the centre to close during the 2020 and 2021 calendar years and reopen in January 2022.**
- 2. Provide a written undertaking to McLeans Road Kindergarten Inc. Committee of Management to offer the incorporation the opportunity to deliver the kindergarten service at the new centre (in 2022), subject to meeting Department of Education and Training (DET) regulatory requirements and Council's Lease and Service Agreement terms.**
- 3. Continue to engage and work with the Committee of Management to explore options to provide four-year-old kindergarten in 2020 for those children and families who have listed McLeans Road as their preferred choice.**
- 4. Write to petitioners to inform them of Council's decision.**

6.3 CITY TRANSPORT AND PRESENTATION

6.3.1 2018-23 PROVISION OF PRE-BOOKED KERBSIDE GREEN WASTE COLLECTION TENDER EVALUATION

Attachments: 1 **Tender Evaluation - 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: **Environmental Engineer**

RECOMMENDATION SUMMARY

It is recommended that contract number 2018-23 for Provision of Pre-booked Kerbside Green Waste Collection:

- is awarded to Contract Tree Services Pty Ltd
- for the lump sum price of \$400,950 (excl. GST)
- for a term from 1 July 2019 to 30 June 2021 with extension options to 30 June 2024

KEY FACTS AND / OR ISSUES

This contract enables Council to collect bundled green waste from households throughout the municipality, to assist residents managing their garden waste. This is an additional service to the opt in kerbside green waste bin that is available.

The tender evaluation panel advises that:

- six tenders were received;
- the recommended tender was the highest ranked and is considered best value because:
 - price was the lowest of all tenders;
 - has over 20 years' experience with bundled branch service in Whittlesea;
 - has an ability to provide mulch to local schools;
 - they have a maintenance Depot within the City of Whittlesea (Epping); and
 - they utilise Euro 5 trucks within their fleet to improve environmental performance.

REPORT

BACKGROUND

The purpose of this contract is to provide kerbside pre-booked bundled branch collections for City of Whittlesea residents.

Currently these services are delivered by Contract Tree Services under Contract 2014-19. They are being tendered because the contract period will expire on 30 June 2019.

Tenders for the contract closed on Wednesday 10th April 2019. 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	65%
Capability	20%
Capacity	10%
Impact	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 Contract Tree Services Pty Ltd	Yes	Yes	101.5	1
Tenderer B	Yes	Yes	95.8	2
Tenderer C	Yes	Yes	77.5	3
Tenderer D	Yes	Yes	58.7	4
Tenderer E	Yes	No	N/A	N/A
Tenderer F	Yes	No	N/A	N/A

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

LINK TO STRATEGIC RISKS

Strategic Risk *Climate Change - Failure to mitigate or adapt to the risks of climate changes*

Landfills pose a risk of increased greenhouse gas emissions via the build-up of methane during the waste decomposition phase. Organic material such as tree branches contributes to the generation of methane gas within a landfill. Removal of tree branches from inclusion in landfills therefore reduces the risk of methane gas generation within landfill. Furthermore, providing an alternative use of the tree branches via composting into a soil product also contributes to reducing greenhouse gas emissions.

FINANCIAL IMPLICATIONS

Sufficient funding for this contract is available in the budget for Kerbside Collection Green Waste account.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Sustainable environment
Whittlesea 2040 Key Direction	Leaders in clean, sustainable living
Strategic Objective	We reduce waste to landfill and take action to stop illegal dumping
Council Priority	Environmental Sustainability

It is envisaged that this service will reduce the risk of illegal dumping of garden waste as it provides a kerbside service whereby residents have the ability to place bundled branches outside their property for collection.

This service also reduces waste to landfill by providing an alternative to residents who may not have opted for the optional garden waste bin and who may have used the general waste bin to dispose of branches instead.

Finally, the mulched bundled branches are either sent to the local green waste facility where they are composted and turned into a saleable garden soil product, or alternatively mulch is donated to local schools to utilise on garden beds.

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 Contract Tree Services 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 Contract Tree Services for the sum of \$400,950 (excluding GST) for the following contract:**

Number: 2018-23

Title: Pre-Booked Kerbside Green Waste Collection Service (Bundled Branches)

Term: 1 July 2019 to 30 June 2021

Options: Term extensions up to 30 June 2024 (only to be exercised if separately approved by Council)

Value: Total expenditure is limited to a maximum of \$400,950 (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.**
 - c) Tenderer to provide contract security as required in the tender documents.**
- 2. Approve the funding arrangements detailed in the confidential attachment.**

6.3.2 CITY OF WHITTLESEA BIODIVERSITY STRATEGY AND ACTION PLAN

Attachments:	1	Biodiversity Strategy ↓
	2	Biodiversity Action Plan ↓
	3	Biodiversity Strategy Consultation Report ↓
	4	Changes to strategy May 2019 ↓

Responsible Officer: Director City Transport & Presentation

Author: Team Leader Land Management Biodiversity

RECOMMENDATION SUMMARY

That Council endorse the Biodiversity Strategy and Action Plan.

KEY FACTS AND / OR ISSUES

- The City of Whittlesea has a unique biodiversity with nationally significant ecological communities such as the Red Gum Grassy Woodlands, and a number of threatened and critically endangered species such as the Golden Sun Moth. This biodiversity is under threat from a wide range of human influences.
- Development of a Biodiversity Strategy and Action Plan is a Major Initiative in the Council Action Plan 2017/2018 and 2018/2019, and the Environmental Sustainability Strategy 2012-2022 (ESS).
- Stakeholder consultation to inform the development of the draft Strategy occurred in October to November 2018 and included community and agency consultation.
- The draft Strategy was discussed at the Councillor Briefing 9 April 2019, and following this, targeted consultation was undertaken. The draft Strategy was made available online and feedback was sought from stakeholders engaged in its development. Minor changes were made to the draft based on the feedback received.
- The strategy's goal is 'to protect and improve local biodiversity' and includes six objectives.

REPORT**BACKGROUND**

Development of a Biodiversity Strategy and Action Plan is an action in the 2018/2019 Council Action Plan and the City's Environmental Sustainability Strategy 2012-22. A draft Biodiversity Strategy and Action Plan has been developed (**refer to Attachments 1 and 2**). The draft has been informed by stakeholder and community consultation.

Approximately 35% (17,000 hectares) of the original extent of native vegetation within the City of Whittlesea still exists. Of this, only a small proportion (~ 29% - 4,860 hectares) is located on public land and the remaining exists on privately owned land. Land in Whittlesea has been cleared historically for agriculture and human habitation. In the past decade, the municipality has experienced rapid growth in areas occupied by nationally threatened vegetation communities such as Grassy Eucalypt Woodland and Volcanic Plains Grasslands.

In areas outside of Whittlesea's urban growth boundary, biodiversity is under threat from poor land management practices and increasing numbers of feral animals and weeds. A recent survey for small mammals in Eden Park failed to find animals on all but one property. Small mammals are typically the first group of animals to disappear from ecosystems under stress.

Council is responsible for the protection and improvement of the municipality's biodiversity in a range of ways and has a long history of undertaking biodiversity programs that are diverse in their approach to biodiversity management and involve numerous departments and private landowners. Council's roles in biodiversity protection include:

- As the Responsible Authority for enforcing the Whittlesea Planning Scheme;
- Strategic planning and development of Precinct Structure Plans;
- Supporting landholder action through incentive programs including the Environmental Works Grants and Sustainable Land Management Rebate Scheme;
- Provision of education materials raising awareness of biodiversity in the municipality;
- Promotion of sustainable land management practices and the provision of specialist onsite advice;
- Implementing Council's Pest Plant Local Law Education and Compliance Program;
- Workshops and education events promoting biodiversity;
- Funding for groups such as the Merri and Darebin Creek's management committees;
- Management of biodiversity values on Council owned land; and
- Support for local landcare and weed action groups.

The proposed Strategy seeks to further strengthen and build upon the exemplary work that Council already delivers to improve local biodiversity values. The Strategy will ensure that future programs or changes to existing programs are evidence based and approach biodiversity protection in a strategic manner.

PROPOSAL

Community and stakeholder engagement has informed the draft Biodiversity Strategy. Six objectives were defined with associated priority action areas.

Objective 1: Improve our knowledge and understanding of local biodiversity

To protect and improve biodiversity values and appropriately manage threats, it is essential that our actions are based on current evidence. Collating data and surveying biodiversity will enable Council to take a strategic evidence based approach to managing biodiversity.

Objective 2: Strengthen the Planning Scheme to achieve better biodiversity outcomes

The Whittlesea Planning Scheme is the main regulatory tool that Council uses to protect local biodiversity. It is essential that the application of the planning scheme is based on current evidence and is actively monitored and enforced.

Objective 3: Support rural landowners to protect and improve biodiversity on private land

Large areas of native vegetation exist on private land, making our rural landowners the custodians of much of Whittlesea's local biodiversity. Council currently supports biodiversity conservation on private land through several incentive programs. Ensuring that these programs continue to be effective mechanisms for supporting landowners to protect and improve local biodiversity for the benefit of the wider community will be essential.

Objective 4: Encourage awareness and participation in urban biodiversity and improvement

Urban areas contain less biodiversity than rural areas but still provide important habitat links and stepping stones in the form of public open space and waterways. These natural areas also contribute to liveability in urban areas and provide significant health and wellbeing benefits. Encouraging urban residents to participate in biodiversity conservation is an important part of the strategy.

Objective 5: Manage Council land to reduce threats and improve habitat quality

Council's conservation reserves protect significant vegetation and provide important habitat for native wildlife. They also provide opportunities for residents to observe and appreciate the natural environment. These reserves are more susceptible to threats and require active management that is strategic and responsive to changing conditions.

Objective 6: Collaborate with other land management agencies

Whittlesea's biodiversity exists across various land tenures. Working more collaboratively with other agencies to manage threats to biodiversity will ensure more efficient and effective use of resources, and maximise community and environmental benefits.

CONSULTATION

Community consultation occurred during October-November 2018 and included:

- The spring biodiversity event (Bugged Out Festival) attended by 700 people;
- A presence at the Welcome Expo;
- Online engagement via social pinpoint; and a
- Meeting with the Agribusiness Reference Group.

In all, 81 comments were received in this process and 290 votes were cast by children at the *Bugged Out* event.

A full summary of the community consultation is provided in **attachment 3**.

A stakeholder workshop was also held in late November. Representatives from Parks Victoria, DELWP, Melbourne Water, neighbouring Councils and Wurundjeri were invited to discuss potential collaborative projects. Outcomes of this workshop have informed objective 6: Collaboration with other land agencies.

Targeted consultation was undertaken following the Councillor Briefing 9 April 2019. The strategy was made available online and stakeholders who had previously been involved with

the consultation were notified. Minor changes were made to the strategy and action plan based on the feedback received. A summary of changes is provided in **attachment 4**.

FINANCIAL IMPLICATIONS

The Action Plan to deliver the Biodiversity Strategy is tailored so that it can be either delivered mainly within existing staff resources, or through prospective grants from external agencies.

Some limited additional funding may be required in the coming years to undertake project based work stemming from the Biodiversity Action Plan, which will be subject to consideration as part of organisational budget processes.

POLICY STRATEGY AND LEGISLATION

The draft Biodiversity Strategy & Action Plan aligns with the following strategies / plans:

Federal *Australia's biodiversity Conservation Strategy 2010 - 2030*

State Government's *Protecting Victoria's environment – Biodiversity 2037* plan

Council's Environmental Sustainability Strategy 2012-2022 (Policy direction 1.3 is to develop and implement a municipal Biodiversity Action Plan)

Whittlesea 2040: Sustainable Environment, key direction 4.1 *Valued natural landscapes and biodiversity*

LINK TO STRATEGIC RISKS

Strategic Risk *Climate Change - Failure to mitigate or adapt to the risks of climate changes*

Climate Change has been identified as a threat to biodiversity in the City of Whittlesea. A changing climate will exacerbate the impacts of pest animals and plants and the ability of species to adapt, and this impact will be considered in the implementation of the Strategy.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Sustainable environment
Whittlesea 2040 Key Direction	Valued natural landscapes and biodiversity
Strategic Objective	We maintain and improve rural land health and protect native flora and fauna
Council Priority	Environmental 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

This important strategy will guide priority actions regarding biodiversity conservation across the municipality and works to achieve Goal 4 of Whittlesea 2040. It will be delivered largely through existing staff resourcing and budgets, with one off funding sought for a small number of projects.

RECOMMENDATION

THAT Council resolve to endorse the Biodiversity Strategy and Action Plan.



City of
Whittlesea

Biodiversity Strategy

2019-2029





Acknowledgement of Traditional Owners

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



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Overview

The City of Whittlesea Biodiversity Strategy (2019-2029) provides directions to improve the management and protection of biodiversity across the Municipality into the future. It builds on the many efforts already underway by individuals, community groups, and government and aims to develop a coordinated approach that will allow for our natural environments to thrive as the City continues to grow.

In 2018, consultation was undertaken to develop the vision for our community *Whittlesea 2040 – A place for all*. As part of this process the community identified the value they place on our natural landscapes and biodiversity. This strategy builds on that theme, with its overarching goal:

To protect and improve local biodiversity

To achieve this goal, the Biodiversity Strategy sets out **six objectives**, to:



1 Improve our knowledge and understanding of local biodiversity



4 Encourage awareness and participation in urban biodiversity and improvement



2 Strengthen the Planning Scheme to achieve better biodiversity outcomes



5 Manage Council land to reduce threats and improve habitat quality



3 Support our rural landowners to protect biodiversity on their land



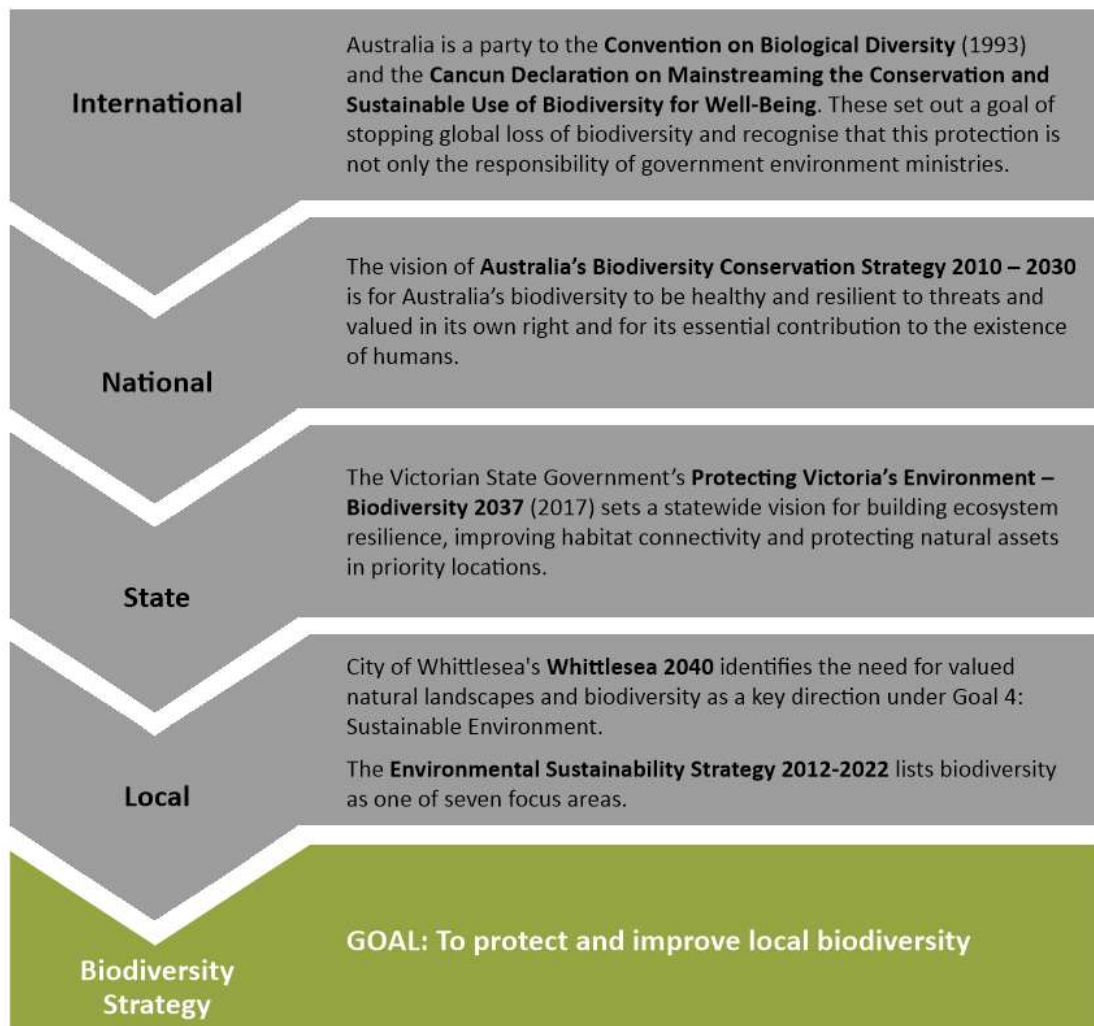
6 Collaborate with other land management agencies

In implementing this Strategy, the City of Whittlesea will be committing to working with community and other agencies, to ensure that our natural values are there for future generations.



Policy Context

Every level of government has an important role in the protection of biodiversity. Council's role falls within a global policy context and as the level of Government closest to the community, Council sits in a unique position to focus on local impacts and work directly with residents. The chart below provides more detail on the policy context and overarching goal of the City of Whittlesea Biodiversity Strategy.



Implementation and evaluation

The implementation of the Biodiversity Strategy will be guided by an Action Plan. The Action Plan identifies the tasks associated with completing each of the identified Priority Actions in the Strategy. Each task has a defined measure or output of that task. An Evaluation Plan will be developed which incorporates these tasks and measures. This will be managed by Sustainability Planning.

A Project Control Group will be established to oversee the Strategy's implementation. This will include key internal stakeholders responsible for the priority actions within the Action Plan.

A mid-cycle review of the Action Plan's success against the Strategy's objectives will be undertaken in year 5, which will involve a review of all actions and establishment of new actions where required.



Biodiversity in the City of Whittlesea



What is biodiversity?

Biodiversity is the number and variety of living things on the planet. It is the mix of plants, animals, and other organisms that make up landscapes from deserts to oceans. Natural areas provide 'ecosystem services' such as nutrient cycling, air and water purification, soil stabilisation, flood control and climate regulation.

These services are vital for human health and wellbeing. They provide us with the air we breathe, water we drink, and food we eat. The natural environment also provides important recreational opportunities and a strong cultural connection to place.





The story of biodiversity in the City of Whittlesea

Much of central Victoria including the City of Whittlesea was covered by a shallow sea 420 million years ago. As Australia collided with other land masses, uplift occurred forming the Great Dividing Range with Mount Disappointment at its southern end (Map 1). Moving forward 240 million years and Victoria was covered by rainforest with a range of mammals, birds, reptiles and plants calling it home.

By the start of the Quaternary Period (2.6 million years ago) these rainforests were shrinking. The climate was warming and drying, giving way to the more familiar local landscapes dominated by Eucalypts and Wattles. Volcanoes were also active across the western region of Victoria, resulting in the basalt volcanic plains that are found in the west of the municipality.

Today, the City of Whittlesea is a growth Council on the fringe of Melbourne covering an area of

approximately 490km². It is bordered by Kinglake National Park and Mount Disappointment State Forest to the north, Merri Creek to the west and Plenty River to the east. The Eden Park Hills to the north-west connect the Victorian Volcanic Plains to the Great Dividing Range and an area of mostly continuous vegetation that stretches up the east coast of Australia. Along with the Merri Creek and Plenty River, the City of Whittlesea also supports Darebin and Edgars Creeks.

Whittlesea's recent agricultural land use history has resulted in natural areas being retained in fragmented pockets within the municipality. Approximately 35% (17,000 hectares) remains of the original extent of native vegetation within Whittlesea. Of this area, approximately 29% (4,860 hectares) of remnant vegetation is retained under permanent protection on crown land. The Urban Growth Boundary (UGB) separates the well-established and developing suburbs to the south, and designated Green Wedge Land to the north. (See overleaf).



Map 1: Eden Park hills at the end of the Great Dividing Range – with nearly continuous vegetation that stretches up the east coast of Australia

5

City of Whittlesea's key landscapes

Victorian Volcanic Plain

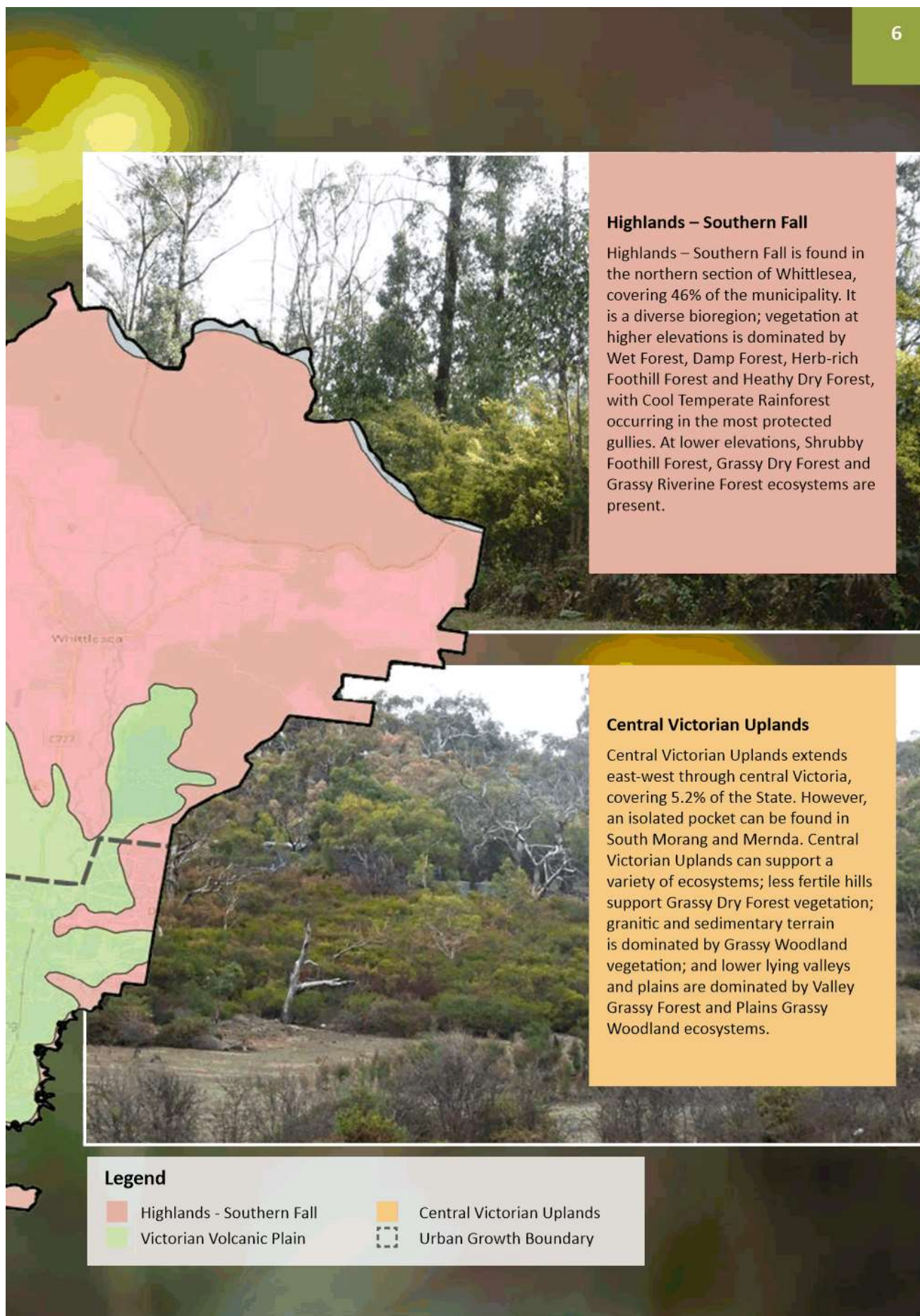
Victorian Volcanic Plain covers 51% of Whittlesea, including the majority of the southern section of the municipality and most of the land within the Urban Growth Boundary. The extensive flat to undulating basaltic plain contains stony rises, old lava flows, and a volcanic scoria cone (Hayes Hill, Donnybrook). The fertile soils are dominated by Plains Grassland, Plains Grassy Woodland, and Plains Grassy Wetland.



Urban landscape

Urban areas are highly modified with 'hard' surfaces like bricks and asphalt dominating the landscape. Conservation reserves and waterways act as critical refuge for the remaining native flora and fauna. Parks, roadsides (particularly street trees) and residential backyards provide essential modified habitat and linkages through this fragmented landscape. In this setting many native species cannot thrive so the biodiversity is made up in a large part through introduced species and some native species that have adapted well to the new landscape.





Significant flora and fauna

Whittlesea is home to a number of rare and endangered species. Within the last 30 years, 52 threatened flora and fauna species have been recorded within Whittlesea. This includes 17 flora species and 35 fauna species listed under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) or State *Flora and Fauna Guarantee Act 1988* (FFG Act). Additionally, six ecological communities of National or State significance are considered to potentially occur within the municipality.

The full lists of these species can be found in Appendix 1.



Photo: Russell Best (via natureshare)

Matted Flax-lily *Dianella amoena*

The Matted Flax-lily is a small native lily that is restricted to Victoria where it occurs in grassland and grassy woodland environments. It is listed as Endangered under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* and Threatened under the Victorian *Flora and Fauna Guarantee Act 1988*. As most of this type of vegetation has been cleared, the remaining populations of Matted Flax-lily are small and fragmented. Many of the remaining populations are on roadsides, railway lines, private land or small urban reserves. The current threats to the species survival are land clearing and weed invasion. The City of Whittlesea manages a number of reserves that contain remnant populations, as well as plants translocated from development sites for the long term protection of the species.



Photo: Suzi Duncan (Eden Park)

**Brush-tailed Phascogale
(Tuan) *Phascogale
tapoatafa***

The Tuan is a nocturnal carnivorous marsupial. It has a large 'bottle-brush' tail and some people mistake it for a squirrel. This species is listed as Threatened under the Victorian *Flora and Fauna Guarantee Act 1988*. The main threats to this species are loss of habitat and introduced predators (cats, dogs and foxes). Habitat loss for this species includes the removal of hollow bearing trees and fallen logs. In the City of Whittlesea, these animals have been recorded in the northern forested environments of Eden Park, Humevale and Kinglake West.



Photo: James Booth

**Growling Grass Frog *Litoria
raniformis***

The Growling Grass Frog was once a common frog in south-eastern Australia but it is now listed as Vulnerable under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* and Threatened under the Victoria *Flora and Fauna Guarantee Act 1988*. The frog is active during the day and night and is highly mobile.

Loss of habitat, feral animals and change to hydrological regimes are the main threats to the species. Populations still exist within the City of Whittlesea and require ongoing management to ensure this species continues to persist in the area.

Council's role in protecting biodiversity

Legislative responsibilities

Federal and State legislation provides certain protections for biodiversity within the City of Whittlesea. Different legislation focusses on separate elements from determining threatened species for protection to prohibiting certain detrimental activities. These Federal and State protections apply to all landowners including Councils. The relevant Federal and State Acts are summarised below.

Act	Summary
Federal	
Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)	The EPBC Act is Australia's key piece of environmental legislation. One of the main aims of the EPBC Act is to provide for the conservation of biodiversity and the protection of the environment, particularly those aspects that are considered to be Matters of National Environmental Significance. This includes threatened species and communities present within the municipality.
State	
Planning and Environment Act 1987 (P&E Act)	The P&E Act establishes a framework for planning the use, development and protection of land in Victoria. The Victorian Planning Provisions and the Whittlesea Planning Scheme administered by the City of Whittlesea enable the recognition of the value and protection of biodiversity.
Guidelines for the removal, destruction or lopping of native vegetation	These guidelines are incorporated into the Victorian Planning Provisions and all planning schemes in Victoria. The Guidelines provide instructions on how an application for a permit to remove native vegetation is to be assessed.
Flora and Fauna Guarantee Act 1988 (FFG Act)	The FFG Act provides a legal framework for enabling and promoting the conservation of all Victoria's native flora and fauna. The Act lists threatened species, communities and potentially threatening processes. It also provides Action Statements for listed matters and administers protected flora controls and permits. Public Authorities must be administered to have regard for the flora and fauna conservation management objectives of the Act.
Wildlife Act 1975	<p>The purposes of the Wildlife Act are to establish procedures to promote:</p> <ul style="list-style-type: none"> the protection and conservation of wildlife the prevention of taxa of wildlife from becoming extinct the sustainable use of and access to wildlife <p>The Wildlife Act makes it an offence to hunt, take or destroy protected or threatened wildlife without authorisation (with certain exceptions).</p>
Catchment and Land Protection Act 1994 (CaLP Act)	The CaLP Act is a framework for management and protection of catchments through the management of land and water resources. The CaLP Act is the principle legislation relating to the management of pest plants and animals in Victoria.

Managing Council reserves

Approximately 520 ha of conservation reserve is directly owned and currently being managed by Whittlesea Council. An adaptive management approach is applied to **conservation reserve management, including those with native vegetation offset requirements**. Adaptive management refers to the notion that land managers are always learning from what they do. That is, as Council plans, implements and monitors their conservation management plans they continually learn and modify their activities to improve biodiversity outcomes. Traditionally this has involved weed management, pest animal control, and revegetation efforts.

In addition to this Council's Conservation Management Team manages a Seed Production Area (SPA) for indigenous plants and a productive nursery of rare plants for later reintroductions into reserves. Large degraded areas are being restored using the 'direct seeding' method, where seed is harvested (either from our SPA or wild populations in our conservation reserves), and cast into designated areas in conservation reserves being restored.

In recent years, **ecological burning** has proven to be an effective method of weed control. Ecological burning aims to increase biodiversity through promoting the regeneration of indigenous plants over non-indigenous plants. This also leads to reduced fuel loads in reserves and reduced ongoing maintenance effort.

Council's role on private land

Under the Planning and Environment Act, the City of Whittlesea is the responsible authority for administering and enforcing the Whittlesea Planning Scheme. The **Whittlesea Planning Scheme** protects biodiversity values on private land by ensuring that planning applications and developments are assessed for their impacts on environmental and biodiversity values and that removal of native vegetation is avoided or minimised prior to a permit for removal being granted. Council is also responsible for investigating, and where required, prosecuting





contraventions of the **Planning and Environment Act** within Whittlesea's Green Wedge where it relates to environmental impacts such as soil dumping, native vegetation removal, or de-rocking of land.

Council supports landowners in protecting biodiversity on their properties through sustainable land management programs, offering incentives and support to rural landowners within the Green Wedge area. This includes the **Sustainable Land Management Rebate Scheme** in which participants may be eligible for a rate rebate, or the **Environmental Works Grants Program** which provides financial assistance to rural landowners. Both programs encourage sustainable land management to protect and enhance biodiversity values on rural properties. These works can include revegetation, weed control, fencing of remnant vegetation and dams, and land rehabilitation. Council's **Pest Plant Local Law Education and Compliance Program** offers weed mapping services, on-site consultation, provision of weed management advice, and educational materials. Where landowners fail to control listed species of pest plants on their property, Council can enforce the local law to compel landowners to undertake these works.

Engaging with the community

A number of programs currently exist for engaging with the community on biodiversity. These include the production of resources and newsletters, hosting events and directly supporting community groups wanting to learn about biodiversity or working directly to improve local biodiversity. The list below captures the variety of programs and projects that currently exist.

Information provision

- Development and promotion of biodiversity related resources such as the *Your Indigenous Garden* and Pest Plant identification guides
- Production and distribution of newsletters including *Rural News*, *Living Green* e-news, and the Land Management Blog

Events

- Hosting an annual series of targeted biodiversity related events
- Sustainability presence at broader Council events i.e. Community Festival
- Tree planting activities for Schools Tree Day

Community group support

- Landcare Facilitator position actively promoting and supporting Landcare and 'Friends of' groups in the municipality, including Junior Landcare
- Sustainability Outreach Whittlesea Program – a program that works with community groups to provide environmental education
- Financial support for the Merri Creek Management Committee and Darebin Creek Management Committee who provide education on waterway health and biodiversity

Early Childhood support

- Facilitating Bush Kinder programs
- Promotion and support of Nature Play (guidelines currently under development)
- Nature Play Week activities including Sustainability Educators Bus Tour

Other programs also exist that align with biodiversity values but are not directly linked such as the Community Development Grants.

Data collection and management

Council collects biodiversity data from elements of planning applications, field observations during site visits and on-ground works, as well as some wildlife monitoring programs. Through the Pest Plant Local Law program data is also collected on invasive species. A monitoring program for Council managed conservation reserves is also in place to ensure management efforts are effective, threatened flora species are persisting, and native fauna is utilising the reserves.



Threats to Whittlesea's Biodiversity

The natural environment is resilient; genetic diversity and natural selection mean that over time a balance is maintained through natural cycles of boom, bust, and the shifts in climate suitability and competition between species. However, human activity has dramatically sped up the rate of change making it harder for nature to adapt.

Urban development and land use change

Land clearance is recognised as a key threatening process to biodiversity under the EPBC Act. Whittlesea is one of the seven growth areas of Melbourne's Urban Growth Zone. Increasing pressure from residential development within this zone is an ongoing threat to biodiversity within Whittlesea.

Habitat fragmentation

Land clearing can result in the division of large, continuous areas of habitat into smaller, isolated and fragmented patches. Fragmentation is a growing threat in Whittlesea. Smaller habitat patches are more vulnerable to the impacts of weed and pest animals, droughts and catastrophic events such as wildfire. Connectivity of habitat patches is important for animals to recolonise and disperse from.

Weeds, pest animals and pathogens

Weeds, pest animals and pathogens represent a significant threat to the biodiversity of

Whittlesea. Environmental weeds are primarily introduced plants but may also be invasive, non-indigenous native plants. Weeds compete (and often out-compete) with indigenous plants resulting in a change in the diversity and/or structure of habitats.

Pathogens are agents (usually microorganisms) which cause infection or disease. Pathogens of particular relevance to Whittlesea are Chytrid Fungus *Batrachochytrium dendrobatidis* (affects frog populations) and Cinnamon Fungus *Phytophthora cinnamomi* (affects plant populations).

Pest animals are introduced species that prey on, compete with or exclude native wildlife from habitat, or disturb the environment through overgrazing or soil disturbance.

Inappropriate land management

In rural areas, inappropriate land management practices pose a threat to important habitat and the environment in general. Within Whittlesea, inappropriate stocking rates (leading to overgrazing, soil compaction, disturbance and erosion), property neglect, soil dumping, loss of top soil, illegal clearing of vegetation, construction of private dams and inadequate protection of sensitive areas (including high risk erosion areas, patches of remnant vegetation, scattered River Red Gums and waterways) are some of the means by which biodiversity assets are threatened.



Climate change

Climate change has the potential to adversely affect biodiversity in Whittlesea through changes to the quality, extent and distribution of vegetation and habitat, changes to hydrology (the natural wetting and drying cycles and frequency and duration of inundation) of wetlands and watercourses, and changes in the diversity and abundance of wildlife reliant upon those habitats.



Altered fire regimes

Altered fire regimes can cause changes in vegetation structure and floristic composition. Fires that occur too frequently can lead to fire sensitive species being unable to mature and reproduce. Conversely, infrequent fires can result in species reliant on fire for reproduction being unable to set seed or germinate. Changes in structure and floristics not only affect the vegetation type but also the habitat resources available for animals.



Lack of community stewardship/ connectedness to nature

Connection to a place increases the level of appreciation and likelihood of actions being taken to ensure its protection. Stewardship is an ethic that embodies responsible planning and management of resources. Groups of people and organisations working together to achieve a common goal of protecting and enhancing biodiversity will be more effective than individuals working in isolation.

Data gaps

A lack of knowledge of local flora and fauna populations is a threat to biodiversity in Whittlesea. Without a baseline understanding of the wildlife that inhabits an area or reserve, Council is unlikely to be able to adequately plan and manage for their long-term survival.



Opportunities to improve our biodiversity

Improving data collection and management

It is vital for the protection of biodiversity that we have baseline data on what already exists so that we understand what we are trying to protect and how to best protect it into the future. The more that is understood about current conditions, the better we can navigate and manage changes to local biodiversity. The last comprehensive data collection effort in the region was for the North East Regional Organisation of Councils (NEROC) which was completed in 1997.



Objective 1

Improve our knowledge and understanding of local biodiversity

How will we get there? (Priority Actions)

- a) Collate existing biodiversity datasets.
- b) Update the NEROC study - surveying and mapping - to provide comprehensive baseline data.
- c) Undertake a habitat connectivity study to identify current and planned limitations to connectivity, and identify where landscape connectivity could be retained or improved.
- d) Update the existing biodiversity values map and validate the data to provide an accurate baseline of existing remnant vegetation in the municipality.
- e) Identify the impact that climate change is likely to have on keystone species in the municipality, and management actions required to best improve the outlook for these species.

What threats does this address?

Data gaps, climate change, weeds, pests and pathogens

What is the outcome?

Management decisions are made with up to date, accurate knowledge of local biodiversity values.



Strengthening the Planning Scheme

As the responsible authority for the Whittlesea Planning Scheme, Council has a degree of influence over how biodiversity is protected at both a landscape scale and at a lot level. Well thought-out strategic and land use planning will enable local species to move throughout the landscape and mitigate the impacts associated with urbanisation, land use change and climate change.



Objective 2

Strengthen the Planning Scheme to achieve better biodiversity outcomes

How will we get there? (Priority Actions)

- Assess the adequacy of current planning overlays and zones in areas of biodiversity value and identify the appropriate planning controls to inform a planning scheme amendment.
- Proactively monitor compliance with permit conditions relating to environmental outcomes and investigate breaches of the Planning and Environment Act relating to biodiversity e.g. Removal of native vegetation.
- Conduct education campaigns to inform the community about planning restrictions in Green Wedge areas.

What threats does this address?

Urban development and land use change, habitat fragmentation, weeds, pest animals and pathogens, inappropriate land management

What is the outcome?

An accurate reflection of biodiversity values in the Planning Scheme and adequate planning protections on them.



Working with rural landowners

A large portion of the City of Whittlesea is contained in privately owned rural property. This means that there are considerable biodiversity assets on private land in rural areas. The protection and management of remnant vegetation, as well as the potential for improving links and stepping stones across the landscape make working with rural landowners a key opportunity.



Objective 3

Support rural landowners to protect and improve biodiversity on private land

How will we get there? (Priority Actions)

- Review current incentive programs to ensure they are the most effective way to encourage for rural landholders to undertake environmental works on private land. Establish a five-year cycle for a review of incentives.
- Provide rural landowners support to protect and improve biodiversity on private land.
- Investigate the option of creating sub-catchment management plans/ objectives that can better integrate environmental works across several properties.
- Develop a pilot program of 'Sustainable Native Forestry for Firewood' focused on establishing a fast growth native patch that can be partially harvested for firewood while providing ongoing sustainable habitat.

What threats does this address?

Habitat fragmentation, weeds, pest animals and pathogens, inappropriate land management, lack of community stewardship

What is the outcome?

Landowners are incentivised to undertake works that protect or enhance biodiversity on their land.



Involving community in urban environments

Raising awareness and building community capacity to get involved in biodiversity enhancement is an important part of improving liveability in urban areas. There are numerous co-benefits to a biodiversity rich urban environment including improved waterway health, improved health and wellbeing outcomes for people, and (with increased tree canopy cover) a reduction in the urban heat island effect.



Objective 4

Encourage awareness and participation in urban biodiversity and improvement

How will we get there? (Priority Actions)

- Develop and deliver an urban based biodiversity campaign that coordinates programming and educational efforts across Council around a central theme(s).
- Investigate urban incentive schemes that encourage residents and schools to plant indigenous gardens.
- Continue to provide support for community groups with a focus on environmental sustainability and/or undertaking biodiversity programming.

What threats does this address

Habitat fragmentation, weeds, pest plants, and pathogens, lack of community stewardship

What is the outcome?

A larger portion of the community who understands and respects the natural environment and actively participate in protecting or improving local biodiversity.



Managing Council's conservation reserves

Currently Council manages 521 hectares of conservation area in dedicated reserves. These reserves provide vital habitat and food resources for native wildlife and important opportunities for residents to observe and appreciate the natural environment. Council should continue to find ways to improve current management practices and to increase the involvement of the community.



Objective 5

Manage Council land to reduce threats and improve habitat quality

How will we get there? (Priority Actions)

- a) Identify and prioritise Council reserves containing the highest biodiversity values that are not permanently protected through the Planning Scheme and work to increase their protections.
- b) Apply adaptive and innovative management practices to Council's conservation reserves to ensure continuous improvement.
- c) Prioritise resources for weed control in moderate and high value roadside reserves, and those adjacent to properties containing high biodiversity values.
- d) Ensure that other Council strategies and plans prioritise improving biodiversity.

What threats does this address?

Urban development and land use change, weeds, pest animals and pathogens, altered fire regimes, data gaps

What is the outcome?

Council conservation reserves are protected for future generations, and management of Council land is efficient and effective.



Working with other agencies

Several other agencies are responsible for managing significant sites of biodiversity value both within and adjacent to the City of Whittlesea. For example, Kinglake National Park and Plenty Gorge Parklands (Parks Victoria) and the Yan Yean and Toorourong reservoirs (Melbourne Water). Working with other agencies and neighbouring Councils is an important way of circulating new ideas and approaches and maximising the benefit of individual efforts. Kangaroo management is a key concern that came through in the community consultation, both the impact of development restricting kangaroo movement as well as kangaroos on roads. Kangaroo management is a complex issue that crosses different jurisdictions and there is an opportunity to strategically manage kangaroos across a landscape.



Objective 6

Collaborate with other land management agencies

How will we get there? (Priority Actions)

- a) Collaborate with Land Management agencies on pest plant and animal management programs.
- b) Advocate for State support to collaboratively develop a region wide kangaroo management plan (or similar) to address the issue of kangaroo movement in developing areas.
- c) Establish a regional network for standardised biodiversity data.
- d) Continue to support and advocate for the establishment of the proposed Grassy Eucalypt Woodland conservation reserve located within Whittlesea's Green Wedge as described in the Melbourne Strategic Assessment.

What threats does this address?

Habitat fragmentation, weeds, pest plants, and pathogens, lack of community stewardship, Data gaps

What is the outcome?

Increased number of regional projects that include the City of Whittlesea, and a standardised system of collecting and sharing data.



Appendix 1

Threatened flora species recorded within the last 30 years in the City of Whittlesea

Scientific name	Common name	EPBC Act	FFG Act	Victorian status (advisory list)
<i>Acacia leprosa</i> var. <i>uninervia</i>	Large-leaf Cinnamon-wattle			Rare
<i>Adiantum capillus-veneris</i>	Venus-hair Fern		Listed	Endangered
<i>Amphibromus fluitans</i>	River Swamp Wallaby-grass	Vulnerable	Rejected	
<i>Amphibromus pithogastrus</i>	Plump Swamp Wallaby-grass		Listed	Endangered
<i>Billardiera scandens</i> s.s.	Velvet Apple-berry			Rare
<i>Callitriche brachycarpa</i>	Short Water-starwort		Listed	Vulnerable
<i>Callitriche umbonata</i>	Winged Water-starwort		Rejected	Rare
<i>Carex tasmanica</i>	Curly Sedge		Listed	Vulnerable
<i>Cladium procerum</i>	Leafy Twig-sedge			Rare
<i>Comesperma polygaloides</i>	Small Milkwort		Listed	Vulnerable
<i>Convolvulus angustissimus</i> subsp. <i>omnigracilis</i>	Slender Bindweed			Rare
<i>Coronidium gunnianum</i>	Pale Swamp Everlasting			Vulnerable
<i>Corybas fimbriatus</i>	Fringed Helmet-orchid			Rare
<i>Corymbia maculata</i>	Spotted Gum			Vulnerable
<i>Cullen tenax</i>	Tough Scurf-pea		Listed	Endangered
<i>Cyathea cunninghamii</i>	Slender Tree-fern		Listed	Vulnerable
<i>Dianella amoena</i>	Matted Flax-lily	Endangered	Listed	Endangered
<i>Dianella callicarpa</i>	Swamp Flax-lily			Rare
<i>Dianella</i> sp. aff. <i>longifolia</i> (<i>Benambra</i>)	Arching Flax-lily			Vulnerable
<i>Dysphania carinata</i>	Keeled Goosefoot			Vulnerable
<i>Eucalyptus X studleyensis</i>	Studley Park Gum			Endangered
<i>Eucalyptus yarraensis</i>	Yarra Gum		Rejected	Rare
<i>Geranium solanderi</i> var. <i>solanderi</i> s.s.	Austral Crane's-bill			Vulnerable
<i>Geranium</i> sp. 1	Large-flower Crane's-bill		Listed	Endangered
<i>Geranium</i> sp. 3	Pale-flower Crane's-bill			Rare
<i>Glycine latrobeana</i>	Clover Glycine	Vulnerable	Listed	Vulnerable
<i>Goodia medicaginea</i>	Western Golden-tip			Rare
<i>Goodia pubescens</i>	Silky Golden-tip			Rare
<i>Grevillea repens</i>	Creeping Grevillea			Rare
<i>Grevillea rosmarinifolia</i> subsp. <i>rosmarinifolia</i>	Rosemary Grevillea			Rare
<i>Lachnagrostis adamsonii</i>	Adamson's Blown-grass	Endangered	Listed	Vulnerable
<i>Lachnagrostis punicea</i> subsp. <i>punicea</i>	Purple Blown-grass			Rare

Scientific name	Common name	EPBC Act	FFG Act	Victorian status (advisory list)
<i>Leucochrysum albicans</i> var. <i>tricolor</i>	White Sunray	Endangered	Listed	Endangered
<i>Limonium australe</i> var. <i>australe</i>	Yellow Sea-lavender			Rare
<i>Lindsaea trichomanoides</i>	Oval Wedge-fern		Listed	Endangered
<i>Melaleuca armillaris</i> subsp. <i>armillaris</i>	Giant Honey-myrtle			Rare
<i>Paspalidium flavidum</i>	Yellow Watercrown Grass			Endangered
<i>Plantago</i> aff. <i>gaudichaudii</i> (Lowland Swamps)	Swamp Plantain			Vulnerable
<i>Prasophyllum suaveolens</i>	Fragrant Leek-orchid	Endangered	Listed	Endangered
<i>Ranunculus diminutus</i>	Brackish Plains Buttercup			Rare
<i>Rhagodia parabolica</i>	Fragrant Saltbush			Rare
<i>Senecio macrocarpus</i>	Large-headed Fireweed	Vulnerable	Listed	Endangered
<i>Senecio psilocarpus</i>	Swamp Fireweed	Vulnerable		Vulnerable
<i>Thismia rodwayi</i>	Fairy Lanterns		Listed	Vulnerable
<i>Tmesipteris parva</i>	Small Fork-fern			Rare
<i>Tripogon loliiformis</i>	Rye Beetle-grass			Rare
<i>Xerochrysum palustre</i>	Swamp Everlasting			Vulnerable

Threatened fauna species recorded within the last 30 years in the City of Whittlesea

Birds				
<i>Accipiter novaehollandiae novaehollandiae</i>	Grey Goshawk		Listed	Vulnerable
<i>Alcedo azurea</i>	Azure Kingfisher			Near threatened
<i>Anas rhynchos</i>	Australasian Shoveler			Vulnerable
<i>Anthochaera phrygia</i>	Regent Honeyeater	Critically Endangered	Listed	Critically endangered
<i>Ardea modesta</i>	Eastern Great Egret		Listed	Vulnerable
<i>Aythya australis</i>	Hardhead			Vulnerable
<i>Biziura lobata</i>	Musk Duck			Vulnerable
<i>Botaurus poiciloptilus</i>	Australasian Bittern	Endangered	Listed	Endangered
<i>Chlidonias hybridus javanicus</i>	Whiskered Tern			Near threatened
<i>Chlidonias leucopterus</i>	White-winged Black Tern			Near threatened
<i>Chrysococcyx osculans</i>	Black-eared Cuckoo			Near threatened
<i>Chthonicola sagittatus</i>	Speckled Warbler		Listed	Vulnerable
<i>Cinlosoma punctatum</i>	Spotted Quail-thrush			Near threatened
<i>Circus assimilis</i>	Spotted Harrier			Near threatened
<i>Climacteris picumnus victoriae</i>	Brown Treecreeper (south-eastern ssp.)			Near threatened

Scientific name	Common name	EPBC Act	FFG Act	Victorian status (advisory list)
<i>Egretta garzetta nigripes</i>	Little Egret		Listed	Endangered
<i>Gallinago hardwickii</i>	Latham's Snipe			Near threatened
<i>Grus rubicunda</i>	Brolga		Listed	Vulnerable
<i>Haliaeetus leucogaster</i>	White-bellied Sea-Eagle		Listed	Vulnerable
<i>Hirundapus caudacutus</i>	White-throated Needletail			Vulnerable
<i>Hydroprogne caspia</i>	Caspian Tern		Listed	Near threatened
<i>Ixobrychus minutus dubius</i>	Little Bittern		Listed	Endangered
<i>Lathamus discolor</i>	Swift Parrot	Critically Endangered	Listed	Endangered
<i>Lewinia pectoralis pectoralis</i>	Lewin's Rail		Listed	Vulnerable
<i>Melanodryas cucullata cucullata</i>	Hooded Robin		Listed	Near threatened
<i>Ninox connivens connivens</i>	Barking Owl		Listed	Endangered
<i>Ninox strenua</i>	Powerful Owl		Listed	Vulnerable
<i>Nycticorax caledonicus hillii</i>	Nankeen Night Heron			Near threatened
<i>Oxyura australis</i>	Blue-billed Duck		Listed	Endangered
<i>Pedionomus torquatus</i>	Plains-wanderer	Critically Endangered	Listed	Critically endangered
<i>Phalacrocorax varius</i>	Pied Cormorant			Near threatened
<i>Platalea regia</i>	Royal Spoonbill			Near threatened
<i>Porzana pusilla palustris</i>	Baillon's Crake		Listed	Vulnerable
<i>Rostratula australis</i>	Australian Painted Snipe	Endangered	Listed	Critically endangered
<i>Stagonopleura guttata</i>	Diamond Firetail		Listed	Near threatened
<i>Stictonetta naevosa</i>	Freckled Duck		Listed	Endangered
<i>Tringa glareola</i>	Wood Sandpiper			Vulnerable
<i>Tringa nebularia</i>	Common Greenshank			Vulnerable
<i>Tringa stagnatilis</i>	Marsh Sandpiper			Vulnerable
<i>Turnix pyrrhotorax</i>	Red-chested Button-quail		Listed	Vulnerable
<i>Turnix velox</i>	Little Button-quail			Near threatened
<i>Tyto novaehollandiae novaehollandiae</i>	Masked Owl		Listed	Endangered
<i>Tyto tenebricosa tenebricosa</i>	Sooty Owl		Listed	Vulnerable
Mammals				
<i>Gymnobelideus leadbeateri</i>	Leadbeater's Possum	Critically Endangered	Listed	Endangered
<i>Miniopterus schreibersii</i> GROUP	Common Bent-wing Bat		Listed	
<i>Miniopterus schreibersii oceanensis</i>	Common Bent-wing Bat (eastern ssp.)		Listed	Vulnerable
<i>Myotis macropus</i>	Southern Myotis			Near threatened

Scientific name	Common name	EPBC Act	FFG Act	Victorian status (advisory list)
<i>Petauroides volans</i>	Greater Glider	Vulnerable	Listed	Vulnerable
<i>Phascogale tapoatafa</i>	Brush-tailed Phascogale		Listed	Vulnerable
<i>Pteropus poliocephalus</i>	Grey-headed Flying-fox	Vulnerable	Listed	Vulnerable
<i>Sminthopsis crassicaudata</i>	Fat-tailed Dunnart			Near threatened
<i>Sminthopsis murina murina</i>	Common Dunnart			Vulnerable
Reptiles				
<i>Delma impar</i>	Striped Legless Lizard	Vulnerable	Listed	Endangered
<i>Emydura macquarii</i>	Murray River Turtle			Vulnerable
<i>Pogona barbata</i>	Bearded Dragon			Vulnerable
<i>Pseudemoia pagenstecheri</i>	Tussock Skink			Vulnerable
<i>Pseudemoia rawlinsoni</i>	Glossy Grass Skink			Vulnerable
<i>Tympanocryptis pinguicollis</i>	Grassland Earless Dragon	Endangered	Listed	Critically endangered
<i>Varanus varius</i>	Lace Monitor			Endangered
Frogs				
<i>Litoria raniformis</i>	Growling Grass Frog	Vulnerable	Listed	Endangered
<i>Pseudophryne bibronii</i>	Brown Toadlet		Listed	Endangered
<i>Pseudophryne semimarmorata</i>	Southern Toadlet			Vulnerable
Fish				
<i>Macquaria ambigua</i>	Golden Perch		Rejected	Near threatened
Invertebrates				
<i>Synemon plana</i>	Golden Sun Moth	Critically Endangered	Listed	Critically endangered

Ecological communities of National or State significance occurring, or potentially occurring, within the City of Whittlesea

Nationally Significant ecological communities listed under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act)

Grassy Eucalypt Woodland of the Victorian Volcanic Plain

Grey Box (*Eucalyptus microcarpa*) Grassy Woodland and Derived Native Grasslands of South-Eastern Australia

Natural Temperate Grasslands of the Victorian Volcanic Plain

Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains

State Significant ecological communities listed under the *Flora and Fauna Guarantee Act 1988* (FFG Act)

Western (Basalt) Plains Grasslands Community

Western Basalt Plains (River Red Gum) Grassy Woodland



City of Whittlesea

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हिंदी	9679 9879	简体中文	9679 9857	Türkçe	9679 9877		

Biodiversity Strategy Action Plan 2019-2029



Note

- Priority Actions as listed are not in strict chronological order of proposed implementation. Refer to the Year Commencing column for schedule of implementation.
- Actions that require additional funding in coming years will be subject to consideration as part of the organisational budget process. Opportunities for external funding will be investigated.

Indicative Cost	
\$	< \$5,000
\$\$	\$5,000 - \$25,000
\$\$\$	\$25,000 - \$50,000
\$\$\$\$	\$50,000 - \$100,000
\$\$\$\$\$	> \$100,000
Existing	Within Existing Resources

PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
OBJECTIVE 1: IMPROVE OUR KNOWLEDGE AND UNDERSTANDING OF LOCAL BIODIVERSITY							
A	Collate existing biodiversity datasets	i	Investigate existing datasets	Sustainability Planning	Collation of existing Council datasets	Existing	1
		ii	Create central repository for biodiversity information	Sustainability Planning	Geodatabase (or similar) created to store and manage records where they can be accessible to all departments	Existing	1
		iii	Digitise data where possible into GIS	Sustainability Planning	Input of data into GIS	Existing	1

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
		iv	Contribute biodiversity data to Victorian Biodiversity Atlas if possible / necessary	Sustainability Planning	Biodiversity data contributed to Victorian Biodiversity Atlas	Existing	1
B	Update the NERO study - surveying and mapping to provide comprehensive baseline data	i	Seek partner agencies to collaborate with to assess biodiversity on a landscape scale, share resources and identify potential funding sources	Sustainability Planning	Knowledge gaps identified Comprehensive maps produced	Existing	1
		ii	Engage consultant with ability to assess flora and fauna and map strategic habitat links	Sustainability Planning		\$\$\$\$\$ (spread over ii, iii, iv)	2
		iii	Engage local experts and landowners to ground-truth existing datasets utilising local knowledge	Sustainability Planning			2
		iv	Review existing datasets to identify gaps and undertake targeted surveys to fill knowledge gaps to better inform decisions relating to protecting biodiversity	Sustainability Planning			2
		v	Prepare report that can be used to support proposals for planning scheme amendment, environmental incentives and other biodiversity related programs	Sustainability Planning	Report prepared to support Planning Scheme amendment investigation		3 - 4

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
C	Undertake a habitat connectivity study to identify current and planned limitations to connectivity, and identify where landscape connectivity could be retained or improved	i	Seek partner agencies to collaborate with to model connectivity over larger area and share costs and resources	Sustainability Planning	Partner agencies consulted and /or partnered with	Existing	1
		ii	Engage specialist consultant / researcher to create connectivity model	Sustainability Planning	Connectivity models for priority species developed and report produced	\$\$\$\$	2
		iii	In consultation with relevant experts, identify species that best represent faunal groups to use for habitat connectivity models	Sustainability Planning		Existing	2
		iv	Create habitat connectivity maps to prioritise areas critical for fauna survival and identify opportunities to increase habitat connectivity	Sustainability Planning	GIS layer available for use by planners, Sustainability Planning and others	Existing	2
D	Update the existing biodiversity values map and validate the data to provide an accurate baseline of existing remnant vegetation in the municipality	i	Create internal database of additional biodiversity records to import into Biodiversity Values Map	Sustainability Planning	Database developed GIS layer created and made available	Existing	2
		ii	Create biodiversity values information as GIS layer available on WiGIS for internal use	GIS		Existing	2

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PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
E	Identify the impact that climate change is likely to have on keystone species in the municipality, and management actions required to best improve the outlook for these species	i	Research appropriate species to model to be most representative of different groups	Sustainability Planning	Species determined to be used as indicator species for the modelling	Existing	2
		ii	Model climate change impacts with BCCVL (Biodiversity and Climate Change Virtual Laboratory) or another accessible tool	Sustainability Planning	Identification of appropriate model and management recommendations	Existing	2
		iii	Create GIS layer of core habitat areas	GIS	GIS layer created	Existing	3
OBJECTIVE 2: STRENGTHEN THE PLANNING SCHEME TO ACHIEVE BETTER BIODIVERSITY OUTCOMES							
A	Assess the adequacy of current planning overlays and zones in areas of biodiversity value and identify the appropriate planning controls to inform a planning scheme amendment	i	Utilise habitat connectivity modelling and /or updated biodiversity data (NEROC) to identify areas with biodiversity values that are not adequately protected through the Planning Scheme	Sustainability Planning	GIS layer and accompanying report detailing areas of biodiversity significance not adequately protected or over protected	Existing	3
		ii	Prepare a background report which identifies the appropriate planning control to provide protection to biodiversity, and	Sustainability Planning	Background report completed	Existing	3

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
B	Proactively monitor compliance with permit conditions relating to environmental outcomes and investigate breaches of the Planning and Environment Act relating to biodiversity e.g. Removal of native vegetation		areas within the municipality where these planning controls require strengthening.				
		iii	Undertake a Planning Scheme Amendment to achieve better biodiversity protection	Strategic Planning and Economic Development	Whittlesea Planning Scheme amended to provide better biodiversity protection	Existing	4-5
		i	Continue to require Land Management Plans (LMP) as part of rural planning permit applications where the Whittlesea Planning Scheme requires them	Sustainability Planning	100% of rural planning permits triggering the requirements for a Land Management Plan include an LMP	Existing	Ongoing
		ii	Develop audit program/ tracking system for approved Land Management Plans (LMPs) and Planning Permit conditions relating to the protection and enhancement of vegetation	Sustainability Planning	LMP Audit tracking system developed and implemented	Existing	3
		iii	Review and update planning permit standard conditions that relate to biodiversity protection and enhancement	Sustainability Planning	Updated standard conditions	Existing	1

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
C	Conduct education campaigns to inform the community about planning restrictions in Green Wedge areas	i	Continue to have dedicated planning feature in Rural News (quarterly newsletter distributed to rural landowners)	Sustainability Planning	Planning feature relevant to rural areas in each rural news edition	Existing	Ongoing
		ii	Periodically review information provided in new landowner pack and continue to distribute to new landowners on monthly basis	Sustainability Planning	Information in new landowner pack reviewed	Existing	1
		iii	Develop a series of City of Whittlesea branded factsheets to be provided with New Landholder pack on basic planning restrictions in rural areas	Sustainability Planning	Factsheets developed	Existing	2
OBJECTIVE 3: SUPPORT RURAL LANDOWNERS TO PROTECT AND IMPROVE BIODIVERSITY ON PRIVATE LAND							
A	Review current incentive programs to ensure they are the most effective way to encourage rural landholders to undertake environmental works on private land.	i	Cost benefit analysis of alternative incentive programs involving development of project brief, stakeholder engagement and consultation and identification of options to maximise community and environmental benefits	Sustainability Planning	Review completed with recommendations and investment priorities identified	Existing	3

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
	Establish a five-year cycle for a review of incentives	ii	Establish 5-year cycle for review of rural incentive schemes to ensure Council is achieving desired outcomes	Sustainability Planning	5-year review cycle established	Existing	3
B	Provide rural landowners support to protect and improve biodiversity on private land	i	Continue to provide specialist support and advice to rural landholders that is responsive to community needs. Enabling programs include Council's Sustainable Land Management Program and Landcare	Sustainability Planning / Community Inclusion (Landcare)		Existing	Ongoing
		ii	Continue to deliver Council's Pest Plant Local Law Education and Compliance Program targeting rural properties	Sustainability Planning	Minimum three programs delivered annually leading to reduced weed abundance	Existing	Ongoing
		iii	Investigate the inclusion of additional high priority weed species to Council's General Municipal Law at its next review	Sustainability Planning	Inclusion of additional high priority weeds to General Municipal Law	Existing	At next review
		iv	Council to continue to support community led call to action on invasive species management	Sustainability Planning / Community Inclusion (Landcare)	Council is responsive to community needs	Existing	Ongoing

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
		v	Promote agricultural activities that can effectively manage for biodiversity and the benefits that biodiversity can have for agricultural productivity	Sustainability Planning	Agricultural producers are engaged in biodiversity protection	Existing	1
C	Use the outcome of the habitat connectivity modelling to investigate the option of creating sub-catchment management plans/objectives that can better integrate environmental works across several properties	i	Identify regions with locally specific issues that could benefit from sub-catchment management plan	Sustainability Planning	Locally specific issues identified and mapped	Existing	5
		ii	Develop GIS layer that could inform planning of areas on a lot that ideally would be set aside for revegetation/protection	GIS	GIS shapefile	Existing	5
D	Develop a pilot program of 'Sustainable Native Forestry for Firewood' focused on establishing a fast growth native patch that can be partially harvested for firewood while providing ongoing sustainable habitat	i	Research appropriate indigenous species for firewood. Research legal mechanisms to protect firewood production areas	Sustainability Planning	Background report produced	Existing	2
		ii	Create factsheet, information tools and workshops to promote Sustainable Firewood production	Sustainability Planning	Resources produced to support the program	\$	3
		iii	Investigate adding firewood production to Council's environmental incentive programs	Sustainability Planning	Inclusion is considered as part of review of Council	Existing	3

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
			to encourage landowners to create firewood areas		delivered incentive programs (3a)		
OBJECTIVE 4: ENCOURAGE AWARENESS AND PARTICIPATION IN URBAN BIODIVERSITY AND IMPROVEMENT							
A	Develop and deliver an urban based biodiversity campaign that coordinates programming and educational efforts across Council around a central theme(s)	i	Background study of current urban-based biodiversity campaigns, including those delivered by Councils	Sustainability Planning	Literature review and benchmarking report	Existing	2
		ii	Identify a campaign theme(s) specific to Whittlesea that will be central to urban-based education	Sustainability Planning	Campaign theme(s) developed	Existing	2
		iii	Develop business case detailing resource requirements / program proposal (i.e. fully costed proposal)	Sustainability Planning	Business Case prepared for ELT	Existing	3
		iv	Deliver pilot program (subject to approval of resourcing proposal)	Sustainability Planning	Pilot program delivered	\$\$\$\$ (Combined with 4Biv)	4
B	Investigate urban greening projects for homes and schools (including incentives) that	i	Undertake background study to investigate different models- mode of delivery, budgets, other resources	Sustainability Planning	Background report	Existing	1

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
	encourages the planting of indigenous gardens	ii	Identification of preferred delivery model- utilising background report options and consultation	Sustainability Planning	Consultation report & feasibility study	Existing	2
		iv	Deliver pilot program (subject to approval of resourcing request)	Sustainability Planning	Pilot program delivered	Combined with 4Aiv	4
C	Continue to provide support for community groups with a focus on environmental sustainability and / or undertaking biodiversity programming	i	Review / develop MOUs / services agreement with funded partner agencies / groups delivering urban-based biodiversity programming	Parks and Urban Design	Agreements updated to ensure the programming aligns with Council's priorities	Existing	1
		ii	Support unaffiliated / unfunded community groups in urban areas to apply for funding and undertake biodiversity projects or programming	Community Inclusion	Community groups are supported	Existing	Ongoing
OBJECTIVE 5: MANAGE COUNCIL LAND TO REDUCE THREATS AND IMPROVE HABITAT QUALITY							
A	Identify and prioritise Council reserves containing the highest biodiversity values that are not permanently protected	i	Undertake Planning Scheme amendment to align zoning for all reserves managed primarily for Conservation (Anomalies Amendment)	Strategic Planning and Economic Development	Whittlesea Planning Scheme amended to align conservation reserve zoning	Existing	3

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
	through the Planning Scheme and work to increase their protections	ii	Classification of Conservation Reserves based on biodiversity values	Parks and Urban Design	Development of assessment criteria and classification of Council's conservation reserves	Existing	2
		iii	Investigation of protection mechanisms that can be encumbered on conservation reserves (e.g. covenants)	Parks and Urban Design	Report detailing the various protection mechanisms	Existing	2
		iv	Identification of new conservation reserves that should be encumbered when being handed over to Council	Parks and Urban Design	GIS layer and report	Existing	1
		v	Assess biodiversity value of Council leased land in the rural areas and subsequently reviewing lease arrangements	Parks and Urban Design	Report detailing biodiversity values and recommendations for future management	\$\$\$	4
B	Apply adaptive and innovative management practices to Council's conservation reserves to ensure continuous improvement	i	Review and update Council approved <i>Biodiversity Procedures</i> (2005)- to ensure best practice management of conservation reserves	Parks and Urban Design	Updated <i>Biodiversity Procedures</i> produced	Existing	2
		ii	Review and development of conservation reserve management plans	Parks and Urban Design	Two five-year reserve management plans are developed per year	Existing	Ongoing

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
		iii	Continue long-term targeted fauna survey program within conservation reserves	Parks and Urban Design	Survey outcomes reported annually	Existing	Ongoing
C	Prioritise resources for weed control in moderate and high value roadside reserves, and those adjacent to properties containing high biodiversity values	i	Update mapping data of rural roadsides for: priority weeds, habitat trees, roadside conservation status and value of any vegetation on adjoining private property	Sustainability Planning	GIS layer of rural road information	Existing	2
		ii	Utilisation of datasets to develop matrix to inform priorities for roadside weed control	Sustainability Planning	Prioritisation matrix to inform investment	Existing	3
		iii	Review Council roadside programs conducted by different departments and investigate opportunities to align/centralise funding to deliver a more coordinated approach	Sustainability Planning	Review programs and develop a recommendation to ELT	Existing	2
		iv	Investigate opportunities to partner with agencies on roadside programs that will benefit biodiversity	Sustainability Planning	Opportunities investigated	Existing	Ongoing
D	Ensure that other Council strategies and plans prioritise improving biodiversity	i	Review draft strategies for opportunities to incorporate biodiversity improvements e.g. Street Tree Strategy, Roadside Management Strategy, Urban Forest Strategy	Sustainability Planning	Council Strategies and Plans are referred to Sustainability Planning to provide comments relating to biodiversity	Existing	Ongoing

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
					protection and improvement		
OBJECTIVE 6: COLLABORATE WITH OTHER LAND MANAGEMENT AGENCIES							
A	Collaborate with Land Management agencies on pest plant and animal management programs	i	Implement the Whittlesea Pest Animal Management (PAM) Program	Sustainability Planning / Community Inclusion (Landcare)	Funds acquitted as per funding agreement	Existing (funded by DELWP)	1
		ii	Council to continue to work collaboratively with Land Management agencies to support Council's Pest Plant Local Law Education and Compliance Program	Sustainability Planning	Pest plants are managed on Agency managed land	Existing	Ongoing
		iii	Council to continue providing connections between private landowners and agency / support - MW, blackberry action group, landcare	Sustainability Planning / Community Inclusion (Landcare)	Council is responsive and supportive to community needs	Existing	Ongoing

Biodiversity Strategy Action Plan 2019-2029



PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
		iv	Investigate opportunities to assist formation of Committee of Management for unmanaged Crown Land which has high biodiversity values or is adjacent to areas of high biodiversity value	Sustainability Planning / Community Inclusion (Landcare)	Identification of currently unmanaged Crown Land with high biodiversity values is now resourced to protect biodiversity values and reduced threats	Existing	2
B	Advocate for State support to collaboratively develop a region wide kangaroo management plan (or similar) to address the issue of kangaroo movement in developing areas	i	Liaise with neighbouring Councils, stakeholder groups (landcare, ag reference group) and DELWP to raise issue	Sustainability Planning	Establishment of a regional working group	Existing	1
		ii	Collate existing KMPs and data on wildlife fatalities from Wildlife Vic to identify problem areas and scale of issue locally	Sustainability Planning	Report prepared	Existing	1
		iii	Advocate for Regional Kangaroo Management Plan prepared by DELWP	Sustainability Planning	Letters sent to Minister	Existing	1
C	Establish a regional network for standardised Biodiversity data	i	Meet with staff from neighbouring Councils to establish agreed project goals and parameters	Sustainability Planning	Project scoped and agreed with partners	Existing	1
		ii	Present agreed project goals and parameters to Biodiversity and GIS	Sustainability Planning	Feedback received and project brief amended	Existing	2

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PRIORITY ACTION		ACTION / TASKS		LEAD DEPARTMENT	MEASURES	INDICATIVE COST	YEAR COMMENCING
			networks for discussion, feedback and peer review				
		iii	Collaboratively develop standardised biodiversity data protocol with neighbouring Council's and seek agreement with regional partners	Sustainability Planning	Protocol developed and agreement sought from project partners	Existing	2
D	Continue to support and advocate for the establishment of the proposed Grassy Eucalypt Woodland (GEW) conservation reserve located within Whittlesea's Green Wedge as described in the Melbourne Strategic Assessment	i	Prepare a "Grassy Eucalypt Woodland Conservation Reserve" advocacy fact sheet and plan to guide future advocacy efforts	Sustainability Planning	Factsheet developed to support advocacy efforts	Existing	1
		ii	Utilise relevant State Government networks, such as the Local Government Liaison Meetings, to request updates on the status of the GEW Reserve	Sustainability Planning	Updates on establishment of GEW requested	Existing	1



Biodiversity Strategy

Participation and Engagement Findings Report

Prepared by James Depasquale

November 2018



Executive Summary

The importance of protecting the natural environment was identified by the community in the Whittlesea 2040 consultation. To aid the development of the Biodiversity Strategy and Action Plan we have consulted to further understand how the community would like to see this happen. By providing a basic frame of objectives, we asked:

1. Which area (objectives) are most important; and
2. What you think Council should be doing?

The consultation took place in October-November 2018 both online and through a biodiversity themed festival in Epping (Bugged Out) and with a presence at the Welcome Expo. In all, 331 individuals took part, 290 voting on their top priority (objective) and 41 people providing more detailed comments via Social Pinpoint.

The results were highly positive. The majority of votes went to strengthening the planning scheme, while commentary was focussed on four themes:

- Working with schools and biodiversity education in schools
- Concern about wildlife being killed/hurt on roads, particularly in new growth areas
- Protecting remnant trees and planting more trees
- Creating wildlife corridors in urban areas and protecting habitat in growth areas

There are seven recommendations based on the results of the consultation.

That the Biodiversity Strategy and Action Plan should prioritise:

1. Actions that can help to achieve biodiversity protection outcomes in future development
2. Habitat connectivity related projects
3. Facilitating community action

That the Biodiversity Strategy and Action Plan should include actions that will:

4. Build a better understanding of habitat connectivity in both the rural and urban areas of the municipality
5. Identify the appropriate role that Council can have in providing or facilitating biodiversity education in schools
6. Help to protect remnant trees and increase the number of trees in urban areas
7. Help to promote and support wildlife care programs, and improve outcomes for wildlife in developing areas



1. Background

1.1 Project Overview

The Biodiversity Strategy and Action Plan will assess and prioritise opportunities to protect and improve biodiversity values across the municipality. It will apply to all land tenures, private and public, where biodiversity exists. The long term success of such a strategy will be contingent on stakeholder engagement and ownership of strategy and subsequent action plan.

1.2 Purpose

The purpose of this stage of community engagement on the biodiversity strategy was to:

- ascertain from community what they feel are the most important objectives are for Council to pursue; and
- give community the opportunity to influence the priority actions.

1.3 Scope of Engagement

The scope of this consultation was to allow community input into the setting of objectives and priority actions of the strategy. The overarching goal of the strategy, to protect and improve local biodiversity, was considered non-negotiable.

The community consultation was open to anyone who lives, works, studies or visits the City of Whittlesea. Additional stakeholders (land management agencies) are also being engaged through a separate process.

2. Methodology

The community consultation period was conducted over a month period from 8 October to 9 November 2018. The community consultation was delivered by Sustainability Planning and contained a number of separate opportunities for community to participate.

Events	<p>Bugged Out Festival - Epping North Reserve</p> <p>The Bugged Out event was held on the 14th of October at Epping North Reserve. This event provided a range of family friendly activities across a number of stalls. Council held a stall and asked event to register their attendance and received tokens which children (primarily) used to vote on what they deemed to be the most important objective (see photo 1). Adults could also register their comment at the stall. The Council stall teamed up with Museums Victoria (who also had a stall) to offer a prize incentive for participants and gave the stall a more</p>
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	<p>integrated and friendly presence.</p> <p>Welcome Expo – Sustainability Stall Sustainability Planning staff ran a stall talking to expo attendees and asking people what they thought Council should be doing (in line with online consultation). The responses were then inputted into the social pinpoint online consultation, excluding seven responses that did not have the required contact details to leave a comment.</p>
Online (Social Pinpoint)	<p>A social pinpoint site was set up and ran from 8 October to November 9 2018. This site was divided into the six pre-drafted objectives with short summaries. Under each objective community could identify:</p> <ul style="list-style-type: none"> • Why they liked or did not like the objective • What ideas or comments they had about what Council should be doing
Community Group meetings	<p>An offer to come and speak at community group meetings was put on the Biodiversity Strategy consultation Have Your Say webpage. This offer was taken up by the Agribusiness Reference Group. A meeting with this group was held on the 28/11/18</p>

The consultation and options for involvement were promoted via

- A dedicated Have Your Say page on the City of Whittlesea Website
- Facebook
- Going Green (Sustainability newsletter) and Rural News
- A media release
- Posters in community activity centres
- Email invites to local environment related groups via staff networks (i.e. Green Active Connected, Landcare Facilitator)

Incentives were provided at both the Bugged Out Festival and for participation in the online survey. The prizes were:

- Online consultation - 1 x 2 Adult Annual Memberships to Zoos Victoria, and 1 x Household Membership for Museums Victoria
- Bugged out festival - 1 x Household Membership for Museums Victoria, and 1 x Sustainability Showbag

The data from social pinpoint and the events was entered into an excel spreadsheet. Given the open-ended nature of the questions, the feedback was manually coded to identify and sort into themes. Quantitative data collected via social pinpoint and at the events was also entered into the spreadsheet and converted into charts.



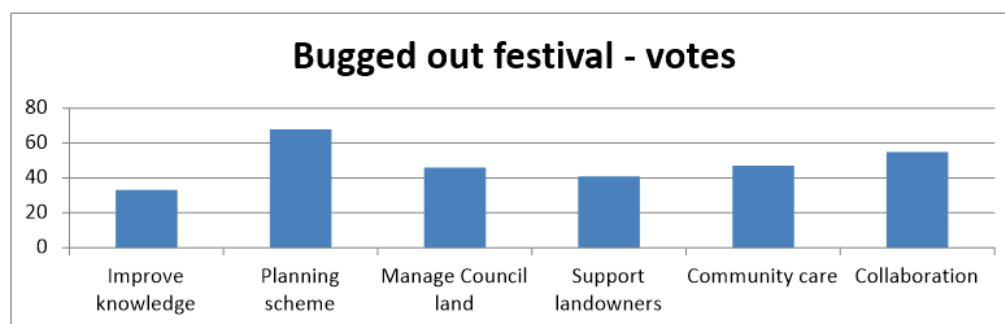
3. Findings

General statistics

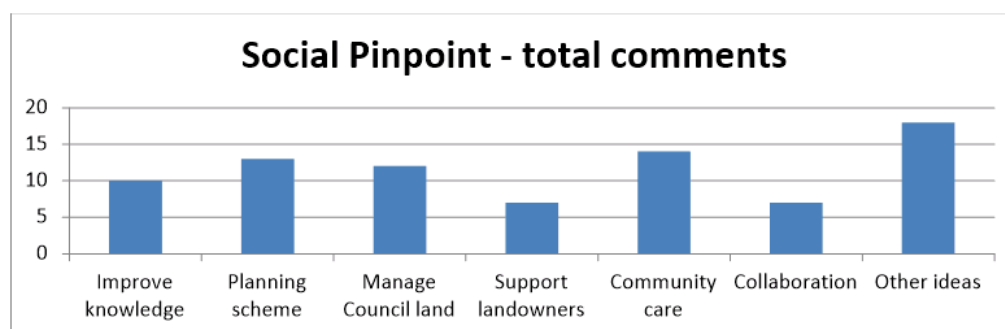
- A total of 339 people were directly involved through either an event or online. We received a total of 89 comments, and 290 votes were cast at the Bugged-Out Festival.
- People participated from all suburbs across the City of Whittlesea, as well as some areas outside the City.

What objectives are people most interested in?

A total of 290 votes were cast during the bugged out festival, asking what objective people thought was most important. Strengthening protection of biodiversity in the Planning Scheme was the most popular category followed by collaboration. It is important to note that the plain language version of 'collaboration with other land management agencies' was broadened to 'We should all work together to protect plants and animals'



In the online consultation encouraging participation in urban biodiversity objectives was the most commented on objective followed by strengthening the planning scheme. Because of the size of the data it is hard to draw definitive conclusions from this, however the interest in the protecting biodiversity through the planning scheme does appear to affirm the voting pattern at the Bugged Out Festival.



Seven additional comments were received at the Welcome Expo and one comment via email. These were not imputed into Social Pinpoint.



What did people think Council should be doing?

There were four key ideas that emerged as themes through the online consultation and welcome expo. These were:

- Working with schools and biodiversity education in schools
- Concern about wildlife being killed/hurt on roads, particularly in new growth areas
- Protecting remnant trees and planting more trees
- Creating wildlife corridors in urban areas and in new development

The comments related to schools identified bush kinder, excursions into local reserves, and providing education across the full range of grades. One comment identified that schools already provide education in this area and that education should be broader and include incentives to encourage adults to participate.

A broader trend in the comments was around education and promotion not specific within schools. Ideas ranged from running events and providing interpretive signage at key locations to having a dedicated education hub. There were also a couple of comments about providing incentives and education on indigenous gardening to promote urban biodiversity.

Concerns about wildlife were mostly centred on kangaroos, both on roads and in new growth areas. Ideas mostly centred around fencing or faunal passes over roads to minimise the issue and allow access out of developing areas. Two comments mentioned supporting or promoting wildlife carer phonelines, and one identified better public transport and cycling infrastructure to reduce cars on the road. The broader theme of ensuring habitat connectivity through the urban landscape was strongly linked with the theme of protecting wildlife from urban expansion and traffic.

Protection of trees was the other idea that came through as a theme. The comments focussed on the benefit of trees, environmentally and aesthetically. The protection, maintenance and planting more trees were the main ideas that people had. One comment was that Council should be providing understory not just trees.

Agribusiness Reference Group



The Agribusiness Reference Group was generally supportive of actions across all areas but particularly around support for rural landowners in terms of information and financial incentives. They identified the lack of knowledge regarding the benefits of biodiversity as a barrier to engaging landowners to take steps to protect it and the need for incentive programs open to smaller landowners. The most significant threats discussed were pest plants and animals and in particular deer and kangaroos. A planning scheme review was supported for protecting both agricultural values and biodiversity values from inappropriate subdivisions and increasing the pressure on the rural environment.

The table over the page provides some of the comments people made in the online consultation across the six objectives. The full list of submissions is available in Appendix 1.




Objective	Comments
<p>Improve our knowledge and understanding of local biodiversity</p> 	<p><i>I like this because...</i></p> <p>"We need much more of this!!!"</p> <p><i>I think Council should...</i></p> <p>"Accurately map habitat, native and introduce species and ecosystems and describe their condition. University groups and other friends groups could be used to help."</p> <p>"Community info sessions at libraries and community centres about growing natives in suburban gardens."</p>
Objective	Comments
<p>Strengthen the Planning Scheme</p> 	<p><i>I think Council should...</i></p> <p>"Prioritize the planning of wildlife corridors through new estates."</p> <p>"Plan development with the inclusion of wildlife corridors to provide some habitat connections across the landscape"</p> <p>"Before any new suburbs are built the most import thing to do is check to see what animals, reptiles etc. live and thrive in the environment and make sure their wellbeing has been considered"</p>
<p>Support rural landowners to protect biodiversity on their land</p> 	<p><i>I like this because...</i></p> <p>"It's fantastic"</p> <p><i>I think Council should...</i></p> <p>"Provide opportunities for landowners and wildlife rehabilitation/education groups to connect in addition to incentives to landowners to make their properties wildlife friendly"</p>



<p>Manage Council owned land to reduce threats and increase habitat quality</p> 	<p><i>I like this because...</i></p> <p>"Trees are a one of the most cost-effective means of helping to clean our air and water, reduce our energy usage, and improve the quality of our lives"</p> <p><i>I think Council should...</i></p> <p>"Create wildlife corridors to protect our beautiful wildlife from cars and development.... perhaps less development! Perhaps even wildlife underpasses in areas of high traffic (like they have in Africa)"</p> <p>"We need an easy way that members of the community can participate in enhancing council owned or run land. ... Not only will this provide cheap environmental rejuvenation projects it would also increase community ownership."</p>
<p>Encourage awareness and participation in protecting biodiversity in urban areas</p> 	<p><i>I think Council should...</i></p> <p>"[Be] promoting our waterways more- perhaps having clean up days and better signage telling people the effects of polluting waterways"</p> <p>"Take[ing] more initiatives to introduce biodiversity values and strategy right from early childhood through to high schools. As teaching children about the value of natural habitat will help all."</p> <p><i>I don't like this idea because...</i></p> <p>"Schools already do this. The education needs to be community based. There needs to be real incentives to make adults jump on board! Currently the council has a lacklustre approach to this."</p>



Objective	Comments
Collaborate with other land management agencies 	<p><i>I like this because...</i></p> <p>"[it is] better for the community"</p> <p><i>I think Council should...</i></p> <p>"Align state and local laws for biodiversity, being on the same page rather than being divided with the objective and strategy. Ultimately taxpayers nationally face the consequences of poor planning from federal and state level governments."</p> <p>"Restore Edgars creek to its natural state. Work with community groups, local kindergartens and schools to create sections of creek that they can caretake. Create a sense of ownership with these groups and plans to restore natural waterway habitats then introduce native plants and animals."</p>

4. Limitations

The two key limitations in the data collected are the sample size and stakeholder representation.

The sample size (specific to the online consultation) is useful in providing nuance and helping to prioritise efforts, however it is not large enough to be safely used to say that it reflects the whole of the City of Whittlesea community. Similarly the stakeholder representation has a bias toward the Western part of the municipality. Over 40% of all respondents on the Social Pinpoint page identified their postcode as Epping, and only a very small number of responses or attendees at the Bugged Out event were from the northern part of the municipality.

5. Key recommendations

That the Biodiversity Strategy and Action Plan should prioritise:

1. actions that can help to achieve biodiversity protection outcomes in future development
2. habitat connectivity related projects
3. Facilitating community action



That the Biodiversity Strategy and Action Plan should include actions that will:

4. Build a better understanding of habitat connectivity in both the rural and urban areas of the municipality
5. Identify the appropriate role that Council can have in providing or facilitating biodiversity education in schools
6. Help to protect remnant trees and increase the number of trees in urban areas
7. Help to promote and support wildlife care programs, and improve outcomes for wildlife in developing areas

6. Next steps

The next steps for the consultation process are to

- Nov-Dec: Integrate the recommendations from this report into the draft Biodiversity Strategy
- Dec-Feb: Develop the Action Plan based on priority actions identified in the Strategy
- March-April: Provide a draft Biodiversity Strategy and Action Plan to the public for final comment

Appendix 1 – full list of comments

<i>Social Pinpoint Marker</i>	<i>Objective</i>	<i>Comment</i>	<i>Up Votes</i>	<i>Down Votes</i>
<i>Ideas and Suggestions</i>	<i>Collaboration</i>	<i>adopt recycling practises from neighbouring councils who seem way ahead of CoW. Greater action needed...CoW can be a frontrunner...lead the change!</i>	<i>0</i>	<i>0</i>
<i>I like this because...</i>	<i>Collaboration</i>	<i>this could happen in any number of areas... good idea!</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Collaboration</i>	<i>Collaborate with other land management agencies to ensure good decisions are made</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Collaboration</i>	<i>Restore Edgars creek to its natural state. Work with community groups, local kindergartens and schools to create sections of creek that they can caretake. Create a sense of ownership with these groups and plans to restore natural waterway habitats then reintroduce native plants and animals. By owning and participating in solutions communities are more likely to learn about and protect local biodiversity</i>	<i>2</i>	<i>0</i>
<i>I like this because...</i>	<i>Collaboration</i>	<i>Better for the community</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Collaboration</i>	<i>Align state and local laws for biodiversity, being on the same page rather than being divided with the objective and strategy. Ultimately taxpayers nationally face the consequences of poor planning from federal and state level governments.</i>	<i>2</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Collaboration</i>	<i>I support & have suggestions to improve objective. It's important to have transparent & clear guidelines and maintenance agreements in place to achieve consistent results. It's important for authorities to work off singular documents that frame the best measures for protection, implementation and sustainability management of significant bio land. It's crucial to collect land contribution from developers & have long-term commitments from outsourced contractors, which developers are liable for.</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>More cycling tracks/ walking tracks- this will increase fitness and wellbeing in the community (eg: Darebin creek walking trails are fabulous!)</i>	<i>0</i>	<i>0</i>

<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>promoting our waterways more- perhaps having clean up days and better signage telling people the effects of polluting waterways</i>	<i>0</i>	<i>0</i>
<i>I don't like this because...</i>	<i>Community care</i>	<i>Schools already do this...the education needs to be community based. There needs to be real incentives to make adults jump on board! Currently the council has a lacklustre approach to this...</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Provide better recycling options in the area- perhaps a bottle return scheme (like in Brisbane/ Adelaide), greater recycling options and waste reduction programs/ awareness. Promote composting and recycling by having more products available at reduced rates. Recycled products could then be made use of by the community eg: seats in parks from recycled plastic etc. Education starts at home.... schools can only do so much!</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Tell us more information for the kids</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Provide advertisements on social media to raise awareness on how to promote biodiversity. Have linguistic diversity in order to reach different types of people.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Take more initiatives to introduce biodiversity values and strategy right from early childhood through to highschoools. As teaching children about the value of natural habitat will help all.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Give awareness and education through schools and other events</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Connect people to nature to improve health, wellbeing and knowledge.</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>More to educate & increase knowledge of children who are our future</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Community care</i>	<i>Very good</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>School and kinder communities could have local walks and excursions around local parks to learn about local flora and fauna and to keep our environments safe.</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>Protect native biodiversity when planning new developments.</i>	<i>2</i>	<i>0</i>

<i>Ideas and Suggestions</i>	<i>Community care</i>	<i>I support & have further suggestions for this objective. It's important to understand that most of the urban growth community may lack in private open space & only have access to local or neighbourhood parks/reserves. It's key to educate and reach out to these communities about the importance of bio value outside of their private property & to reward the community who inputs, with an incentive as well as improved bio value. (i.e. reduced rates, vouchers, free naturestrip maintenance, etc.)</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Council Land</i>	<i>Trees are a one of the most cost-effective means of helping to clean our air and water, reduce our energy usage, and improve the quality of our lives</i>	<i>0</i>	<i>0</i>
<i>I like this because...</i>	<i>Council Land</i>	<i>not just areas for children but nice 'green' nature areas for adults to enjoy too. Greater promotion of what is available in our local community too.</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Providing greater protection for the local trees- especially the magnificent river red gums. Too many trees have been removed for road construction and building works. Create some protected areas.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Create wildlife corridors to protect our beautiful wildlife from cars and development.... perhaps less development! Perhaps even wildlife underpasses in areas of high traffic (like they have in Africa)</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>I think it would be great if the green areas will be increased and more playgrounds for children as there is not enough of this.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Plant more trees, maintain heritage plants etc in parks, extend green zones, improve and protect the Yarra</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Prioritise public use of land and integrate education into these spaces by creating outdoor community events centres on biodiversity and sustainability education.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Manage Council owned land to increase habitat quality and more reserves for better habitat quality</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Ensure better parks and recreation facilities. Also have seating and tables for people wanting to have a picnic meal. Also ensure there are toilets available</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Collingwood childrens Farm and Bundoora Park Farm are two of the most exciting and popular places for children in Melbourne. With a strong history of farming in Whittlesea Council we have the opportunity to create something similar and ensure that the native flora and fauna are also a large part of this. Something small in Lalor at ziebells Farmhouse on the land between the cemetary church and farm house would be great, then purchasing land for something larger in the outer suburbs as they grow</i>	<i>3</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Council Land</i>	<i>Provide understory as well as the larger trees</i>	<i>0</i>	<i>0</i>

Ideas and Suggestions	Council Land	We need an easy way that member of the community can participate in enhancing council owned or run land. A simple email contact that can provide permission and even plants to allow members of the community to increase habitat. Not only will this provide cheap environmental rejuvenation projects it would also increase community ownership.	2	0
Ideas and Suggestions	Improving Knowledge	better signage in environmentally significant areas.... highlight the animals/ flora/ insects native to the area.... provide information on signs about how we can protect also how we can replicate in our backyards etc	0	0
Ideas and Suggestions	Improving Knowledge	Treat wildlife and flora with respect and encourage residents to take ownership of them- educate locals about our incredible natural environment and instil a desire to keep it going	0	0
I like this because...	Improving Knowledge	YES! We need much more of this!!!	0	0
Ideas and Suggestions	Improving Knowledge	encouraging bush kinders to be set up in the area using or for normal kinders to do regular bush kinder sessions.	1	0
Ideas and Suggestions	Improving Knowledge	how about setting up an enviro education centre in partnership with parks vic or a university	1	0
Ideas and Suggestions	Improving Knowledge	Community info sessions at libraries and community centres about growing natives in suburban gardens. Education about which native plants can be good ground cover, which ones provide good screening, attract beneficial insects or beautiful displays of flowers. So many people in the established suburbs love gardening but dont have a strong knowledge of uaing and caring for natives	1	0
Ideas and Suggestions	Improving Knowledge	Caring for Country - use practical and cultural opportunities with Aboriginal People. Use their knowledge to present how the land was managed.	1	0
Ideas and Suggestions	Improving Knowledge	Accurately map habitat, native and introduce species and ecosystems and describe their condition. University groups and other friends groups could be used to help.	1	0
Ideas and Suggestions	Improving Knowledge	Increased education programs targeted at residents with objective of increasing understanding of the importance of and opportunities to increase biodiversity in their neighbourhood	1	0
Ideas and Suggestions	Improving Knowledge	Annual council meetings	0	0
Ideas and Suggestions	Other	stop the kangaroo culls....they were here first!	1	0
Ideas and Suggestions	Other	bring in cat curfew laws to protect native wildlife at night. Neighbouring councils have less wildlife but tougher laws... we need to protect our fauna.	1	0

<i>Ideas and Suggestions</i>	<i>Other</i>	<i>all shopping centres/ public areas to have more recycling bins and programs in place. Think about things like reducing single use plastic items eg: straws/ chopsticks/ forks etc - many councils in QLD have a straw no more thing happening and a genuine commitment to reducing single use plastic use</i>	<i>2</i>	<i>0</i>
<i>I like this because...</i>	<i>Other</i>	<i>and bins at the dog runs....</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Other</i>	<i>In South Morang too- I moved here because of the trees and animals....now it's an ugly urban jungle!</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Other</i>	<i>Absolutely! there is a wildlife support number but it's not advertised enough.... create some safe wildlife corridors/ underpass areas for the roos.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Arrange a clean up group or a clean up day while also informing them.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Protect natural wetlands, parklands for native animals, as well as helping to reduce road kill or support for wild life carers. More services for sustainable living and eating (tiny homes, vegetarianism, etc)</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Take urgent measures to protect kangaroos, ducks etc as they are often killed on the roads where new developments have taken place. There should be boundaries and fencing to avoid this.</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>-</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Be able to find or place a levy on junk food outlets for rubbish that COW collects with branded litter. Major anti litter campaign - responsible for your own rubbish</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>I would like to learn more about recycling and bins</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>giving people opportunitie to camp in the natural environment is an important way to allow connection and therefore encourage people to care for country. from what i can work out we have no free camping areas available in the city of whittlesea - it would be great to work with parks vic to provide some areas for people to camp for free for short stays rather than having to pay an exorbitant nightly camping fee. eg nioka bush camp could have camping easily incorporated without having to pay \$\$</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Rubbish bins at playgrounds and parks! There are so few and its such a small step towards helping the environment.</i>	<i>2</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Other</i>	<i>Contact to call/email for people who want to plant trees in a specific area.</i>	<i>2</i>	<i>0</i>

Ideas and Suggestions	Other	Please stop spraying herbicide, it is carcinogenic. There are safer alternatives like weed steaming, horticultural strength vinegar, flame weeding, solarising and pine oil.	3	0
Ideas and Suggestions	Other	I am concerned about the kangaroo population in the Wollert area as their land has been taken over by houses	1	0
Ideas and Suggestions	Other	The planned road north-south from McKimmies past Child's Rd should not go ahead do. It should be a green corridor. Also wildlife bridges over roads!!	1	0
I like this because...	Planning scheme	love this idea...yes to walking/cycling tracks and greater animal protection! nature as a priority over greed and \$\$	0	0
Ideas and Suggestions	Planning scheme	Have foresight when planning new estates- ensure there is more than one way in or out, make sure the infrastructure is in place BEFORE the people move in eg: trains/ buses. Make sure roads in new estates can have two cars pass easily! Less \$\$ signs in your eyes and more respect for the environment.	1	0
Ideas and Suggestions	Planning scheme	Protecting the local animals and community in growing areas with good planning, eg. lots of kangaroos in the area	1	0
Ideas and Suggestions	Planning scheme	Protecting the wildlife in growing areas with lots of new developments	1	0
Ideas and Suggestions	Planning scheme	Prioritize the planning of wildlife corridors through new estates. Ensure that there are bike and walking tracks that immerse people in the natural landscape instead of just being concrete paths behind rows of houses. If people can see, touch and hear what the native landscape looks like then they understand what is at risk or missing when new housing developments take over. Prioritize tracks of land that maintain their natural state through areas marked for development	2	0
Ideas and Suggestions	Planning scheme	Plan more for a resilient and diverse natural environment - connecting urban landscapes, creating wildlife corridors, creating a sustainable municipality.	3	0
Ideas and Suggestions	Planning scheme	Improved bike tracks and public transport to reduce vehicular transport and subsequent road accidents involving wildlife	3	0
Ideas and Suggestions	Planning scheme	Plan development with the inclusion of wildlife corridors to provide some habitat connections across the landscape	3	0
Ideas and Suggestions	Planning scheme	What will happen to local fauna (e.g. Kangaroos) as the housing estates continue to develop?	0	0

<i>I like this because...</i>	<i>Planning scheme</i>	<i>I think this is a great idea. And spreading awareness is really important</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Planning scheme</i>	<i>Before any new suburbs are built the most import thing to do is check to see what animals, reptiles etc life and thrive in the environment and make sure their tell being has been considered</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Planning scheme</i>	<i>I understand the need for growth with the population boom of a large city. But it's very important to preserve the little pockets of wonder for all to enjoy. @</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Planning scheme</i>	<i>I totally support this objective and think it needs to go one step further into ensuring the enforcement of planning strategies around environmentally significant land & vegetation and impose hefty fines for developments that impede or disturb protected land. Permit conditions should be enforced heavily by surveillance officers for the protection of these areas prior to construction commencing and strictly not allowing construction to commence without these areas being appropriately protected!</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Support rural landowners</i>	<i>for all residents to make their properties wildlife friendly!</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Support rural landowners</i>	<i>more encouragement/ incentive to use renewable energy sources in new homes- solar especially</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Support rural landowners</i>	<i>Greater fines for people cutting down/ removing native trees eg: the river red gums...</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Support rural landowners</i>	<i>agree...so many trees were needless removed along Yan yean and Plenty Rds.... very disheartening. Perhaps having greater foresight when planning new estates would eliminate this need</i>	<i>0</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Support rural landowners</i>	<i>Incentives for maintaining established old native trees. Some of yhe new housing estates have done this but theres so few established and old trees around Lalor, Thomastown and Epping and many that do exist are cut down dueing landscaping or during subdivision of large blocks.</i>	<i>1</i>	<i>0</i>
<i>Ideas and Suggestions</i>	<i>Support rural landowners</i>	<i>Provide opportunities for landowners and wildlife rehabilitation/education groups to connect in addition to incentives to landowners to make their properties wildlife friendly</i>	<i>1</i>	<i>0</i>
<i>I like this because...</i>	<i>Support rural landowners</i>	<i>It's fantastic</i>	<i>0</i>	<i>0</i>
<i>Email comment</i>		<p>Some suggestions are to work with existing groups in the community to promote their work, raising awareness if their existence and encourage local volunteers to help them continue their work.</p> <p>Examples are</p> <ul style="list-style-type: none"> • Scouts group in Epping North who host Clean up australia day Annually aling with teaching youth practical life skills • FroGG friends of growling grasslands (they have a facebook page run by Joana Durst) educate locals 		

		<p>of the native flora and fauna, and annual frog count of the area.</p> <ul style="list-style-type: none"> • Boomerang Bags Epping (boomerangbags.org, raise awareness of plastic pollution via making reuseable bags from donated clean, used linen) • Encourage locals to be a part of community garden groups like Creeds farm and Link gardens Lalor and mernda community garden <p>Council to link all the different community organisations like libraries, neighbourhood houses etc to have a cohesive way to promote community group events. Connect all the sustainability officers or staff in these community groups to help with the cohesiv communication of groups and events.</p> <p>Really utilise social media to spread awareness and help market these casues ro the community, have an annual plan of forthcoming events for the year, so that locals are aware of events well ahead of time. Even ask for a gold coin donation to ensure likelihood of people turning up to events they reserve tickets for.</p> <p>I hope to see some of these ideas in future council communication.</p>		
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Biodiversity Strategy and Action Plan changes made after targeted consultation April 2019			
No.	Section	Change	Stakeholder
1	Action Plan 1B - Update NEROC study	Added step iii <i>Engage local experts and landowners to ground-truth existing datasets utilising local knowledge</i>	Whittlesea Agricultural Society
2	Action Plan 3B - Provide rural landowners support to protect and improve biodiversity on private land	Added step v <i>Promote agricultural activities that can effectively manage for biodiversity and the benefits that biodiversity can have for agricultural productivity</i>	Whittlesea Agricultural Society
3	Significant Flora and Fauna	Added full names of EPBC Act and FFG Act	Alan Webster
4	Significant Flora and Fauna	Added listing under the EPBC Act and FFG act to species descriptions for <i>Dianella amoena</i> and <i>Phascogale</i>	Alan Webster
5	Council's Role in protecting biodiversity	Added text <i>It also provides Action Statements for listed matters and administers protected flora controls & permits. Public Authorities must be administered to have regard for the flora and fauna conservation management objectives of the Act. To section on FFG Act</i>	Alan Webster
6	Council's role on private land	Removed text <i>within growth areas</i>	Alan Webster
7	Working with other agencies	added examples of land managed by other agencies	Alan Webster
8	Significant Flora Fauna / Appendix 1	added 6 ecological communities of state or national significance with potential to appendix 1	Alan Webster

6.3.3 QUARRY HILLS REGIONAL PARKLAND LANDSCAPE MASTER PLAN

Attachments: 1 Draft Quarry Hills Regional Park Masterplan [↓](#)

Responsible Officer: Director City Transport & Presentation

Author: Manager Parks & Urban Design

RECOMMENDATION SUMMARY

That Council resolve to endorse the Quarry Hills Regional Parkland Landscape Master Plan.

KEY FACTS AND / OR ISSUES

- The Quarry Hills is one of the defining landscape features of the municipality and contributes strongly to the character of the Mernda and Wollert growth corridor.
- The Quarry Hills Regional Parkland is identified in Council's adopted Open Space Strategy (2016) as one of the City of Whittlesea's four major community parks and the cornerstone of the City's open space network.
- The Council adopted Quarry Hills Master Plan 2010 is the foundation document guiding the future development of the park. As part of a suite of management documents for the park, a Landscape Masterplan has now been prepared to guide the recreational elements of the park.
- The key elements of the Landscape Master Plan are:
 - a major regional visitor node (Granite Hills Park), which is proposed to include a large, highly developed playground, picnic areas, high quality lawn areas and landscaping;
 - a network of walking trails and additional lookouts through the park;
 - additional local visitor nodes and car parking in the northern end of the existing park; and
 - revegetation and landscaping areas.
- Public consultation has been undertaken for Stage 1 works and the Landscape Master Plan has been revised to reflect the outcomes of the consultation.
- Through the implementation of the Landscape Master Plan, Quarry Hills will become one of the most significant parklands in the north of Melbourne and a destination for all City of Whittlesea residents.

REPORT**BACKGROUND**

The Quarry Hills is one of the defining landscape features of the municipality and contributes strongly to the character of the Mernda and Wollert growth corridor. The hills are a dominant visual feature within the landscape and are a common point of reference for these two emerging communities. It is rich in Aboriginal cultural heritage and accommodates a diverse range of ecological communities, remnant vegetation, wildlife habitats and geological attributes.

The footprint of the Quarry Hills Regional Parkland is defined by the Urban Growth Boundary where it interfaces with the growth areas of Epping, Wollert, South Morang and Mernda. The initial stages of the parkland were facilitated in the 1990s through the development of the Mill Park Lakes Estate. Council has continued to facilitate the creation of this regionally significant asset through growth area planning, with much of the land transferred to Council through the land development process.

The assemblage of the Quarry Hills Regional Parkland is the culmination of many years of research, advocacy and long term strategic planning undertaken by Council. Since 2003, Council's long term vision has been for a Quarry Hills Parkland of up to 1100 hectares, approximately 2.25% of the area of the municipality. Currently 220 hectares of the Quarry Hills Regional Parkland is in Council ownership. Noting the long term nature of the project, the remainder of the parkland will continue to be assembled as surrounding land use developments occur.

As a way of securing the parkland, Council has previously developed a mechanism for the progressive transfer of land into public ownership through a process of negotiated outcomes as part of the planning approval process for urban development. The mechanism adopted includes offering development concessions to landholders on those parts of their land that are located inside the Urban Growth Boundary, in exchange for transferring land which is located outside of the Urban Growth Boundary into public ownership at no cost. This process is formalised via a Section 173 Agreement and the agreements are not attached to any financial compensation other than allowing the landowner the ability to develop the parts of their site that are not earmarked as part of the parkland. The continued assembly of land within the parkland boundary will ensure the Quarry Hills are permanently protected from urban development.

In 2010, the Quarry Hills Park Master Plan was developed and endorsed by Council. This high level foundation document provides guiding principles for the future design and management of the park as it evolves. The Quarry Hills Regional Parkland Landscape Master Plan sits under this previously endorsed master plan. Drilling down to the next level of detail it identifies the exact location and extent of the recreational elements within the park footprint including the fourth of Council's major regional community parks.

PROPOSAL

The Quarry Hills Regional Parkland Landscape Master Plan (the Landscape Master Plan) proposes universal access and design principles, and proposes high quality landscape settings with distinctive characters and facilities that encourage both children and adults to be active, social and outdoors.

The key objectives of the Landscape Master Plan include:

- improving public access into the park, including provision of universal design principles and all ability access where possible;
- increasing local public use of the park;

- increasing the regional role of the park;
- staged establishment of new local and regional visitor areas;
- protection and enhancement of park biodiversity and cultural heritage values; and
- optimising park operational and land management costs

The Landscape Master Plan builds upon Council investment already undertaken in the park which has resulted in the development of a network of trails, a series of lookouts and a nodal car park to support resident's access to the southern end of the park.

The Landscape Master Plan details the development of:

- a major regional visitor node (Granite Hills Park), which is proposed to include a large, highly developed playground, picnic areas, high quality lawn areas and landscaping. This will create one of four major community parks, which are the features of the city's park network as outlined in Council's adopted Open Space Strategy (2016);
- a network of walking trails and additional lookouts through the park;
- additional local visitor nodes and car parking in the northern end of the existing park; and
- revegetation and landscaping areas.

Through the implementation of the Landscape Master Plan, Quarry Hills will become one of the most significant parklands in the north of Melbourne and a destination for all City of Whittlesea residents.

CONSULTATION

The Landscape Master Plan was previously presented at Council Forum on the 8 March 2017 where it was resolved to undertake public consultation. In July 2017, public consultation was undertaken specifically for the development of Stage 1 of the Quarry Hills Regional Parkland including the major regional visitor node (Granite Hills Park).

A range of methods and tools were used to engage with the community and key stakeholders including four pop up consultations (one at the National Tree Planting Day, two at Mernda Village Shopping Centre and one at the Mernda Community Grocer), an extended school workshop, a key stakeholder workshop and an online survey. During the community engagement activities, a wide range of people were consulted including children, young people and adults, people who live in Mernda, South Morang, Epping, Doreen and people from diverse backgrounds. Approximately five hundred ideas and views were gathered through the public consultation process.

Consultation revealed that the majority of people were supportive of the Stage 1 works and were excited about the prospect of having a new playspace, picnic facilities and other activities built within their community.

Points were raised by residents who live in close proximity, or back onto the Quarry Hills Park, including that local visitor nodes may attract anti-social behaviour and that walking tracks created privacy and safety issues.

The Landscape Master Plan has been revised after considering feedback from the consultation. Other matters raised were considered to be design related and will be addressed at the detailed design phase.

CRITICAL DATES

Council endorsement of the Landscape Master Plan in 2019 will mean detailed design documentation can commence in the 2020/21 financial year, best placing Council for grant applications.

FINANCIAL IMPLICATIONS

The implementation of the Landscape Master Plan is estimated to cost \$10.6 million, with staging proposed over a number of years. The major regional visitor node (Granite Hills Park) is proposed to be the focus of Stage 1 of the development of the park, and is valued at an estimated \$5.1 million.

The construction of Stage 1 is proposed to commence in 2021/22 with a more immediate focus being on the development and construction of Council's three other major community parks in the south (Whittlesea Public Gardens, Norris Bank Reserve and Mill Park Recreation Reserve). These three parks were considered to be of higher priority given the lack of quality open spaces in the established areas.

Funding for the implementation of the master plan will be considered as part of Council's annual budget process.

There are several external funding sources which could potentially be accessed via grant applications following the completion of the Landscape Master Plan. In the past, Council has accessed the State Government grants to construct the existing lookouts, shelters and path networks within the park. Given the level of new construction required it would be prudent and beneficial for Council to continue to seek external funding.

POLICY STRATEGY AND LEGISLATION

The Quarry Hills Regional Parkland is reflected and supported by numerous state and local policies and strategies both broadly and specifically. These documents recognise the role and importance of the Quarry Hills Regional Parkland in the overarching planning framework. These documents include the Local Planning Policy Framework, Green Wedge Management Plan (2011), Open Space Strategy (2016), Native Vegetation Offset Plan (2014), Linking People and Space (soon to be superseded by the Metropolitan Open Space Strategy), North Growth Corridor Plan (2012), Plan Melbourne (2015), Urban Growth Boundary and the Quarry Hills Bushland Park Master Plan (2010).

LINK TO STRATEGIC RISKS

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

The provision of, and access to recreational open spaces is fundamental to community health and wellbeing. This project will deliver one of Council's four regional playspaces.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Liveable neighbourhoods
Whittlesea 2040 Key Direction	Well-designed neighbourhoods and vibrant town centres
Strategic Objective	We can access recreation facilities and open spaces that reflect and respond to local need
Council Priority	Planning and Infrastructure

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

Quarry Hills is a significant landscape feature and parkland for the city. The assemblage of the Quarry Hills Regional Parkland is the culmination of many years of research, advocacy and long term strategic planning undertaken by Council to ensure the Quarry Hills are protected from urban development.

The Quarry Hills Regional Parkland Landscape Master Plan has been prepared to improve access to the park and guide park improvements including a new major regional visitor node which will create one of the last four major community parks as identified in Council's adopted Open Space Strategy (2016).

A rigorous public consultation process was undertaken for the development of Stage 1 of the Landscape Master Plan which is overwhelmingly supported by stakeholders and the community.

Through the implementation of the Landscape Master Plan, Quarry Hills will become one of the most significant parklands in the north of Melbourne and a destination for all City of Whittlesea residents.

RECOMMENDATION

THAT Council resolve to endorse the Quarry Hills Regional Parkland Landscape Master Plan.



City of
Whittlesea

DRAFT

QUARRY HILLS REGIONAL PARKLAND LANDSCAPE MASTER PLAN



Prepared by:
Thompson Berrill Landscape Design P/L
February 2019

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Version	Revision	Date
Draft	V1	21.10.2014
Revised Draft	V2	08.12.2014
Revised Draft	V3	19.11.2015
Revised Draft	V4	09.05.2016
Revised Draft	V5	16.05.2016
Revised Draft	V6	18.07.2016
Final Draft	V7	23.02.2017
Final Draft	V8	18.02.2019
Final Draft	V9	21.02.2019

Information in this document is accurate as of the current date.



INTRODUCTION

Quarry Hills Regional Parkland is located in the growth corridor between Epping, South Morang, Wollert and Mernda. The current parkland includes a Council managed open space area of approximately 220 hectares. The ultimate footprint of the parkland will be approximately 1100 hectares.

The future area of Quarry Hills Regional Park will be approximately 2.25% of the municipality.

The park accommodates a diverse range of ecological communities, remnant vegetation, wildlife habitats, cultural heritage features and geological attributes. The site affords distant views across Melbourne's northern suburbs, the CBD and hinterland and provides the local community with nature based passive and active recreational opportunities.

The Quarry Hills is rich in Aboriginal cultural heritage, with the parklands used as an east-west and north south movement corridor. High points, including the Granite Hills and their surrounds, have been found to contain significant cultural artefact scatters, including tools, scar trees and white and red ceremonial ochre. More recently, the park has also played an important part in the early European settlement of the area, with the foothills still used for agricultural purposes.



Photo 1: View south west from Granite Hills Park towards city skyline

A strategic master plan for the site was developed and endorsed by Council in 2010. The master plan provides strategic direction for future urban growth adjacent to the Quarry Hills Regional Parkland and established guiding principles for the future design and management of the park as it evolves.

The landscape master plan aims to guide implementation of the master plan including the staged development of new recreational facilities and management of environmental and cultural heritage values.

- Key objectives include:
- Improving public access into the park, including provision of all ability access where possible.
 - Increase local public use of the park.
 - Increase the regional role of the park.
 - Staged establishment of new local and regional visitor areas.
 - Protection and enhancement of existing park biodiversity and cultural heritage values.
 - Minimising park operational and land management costs.

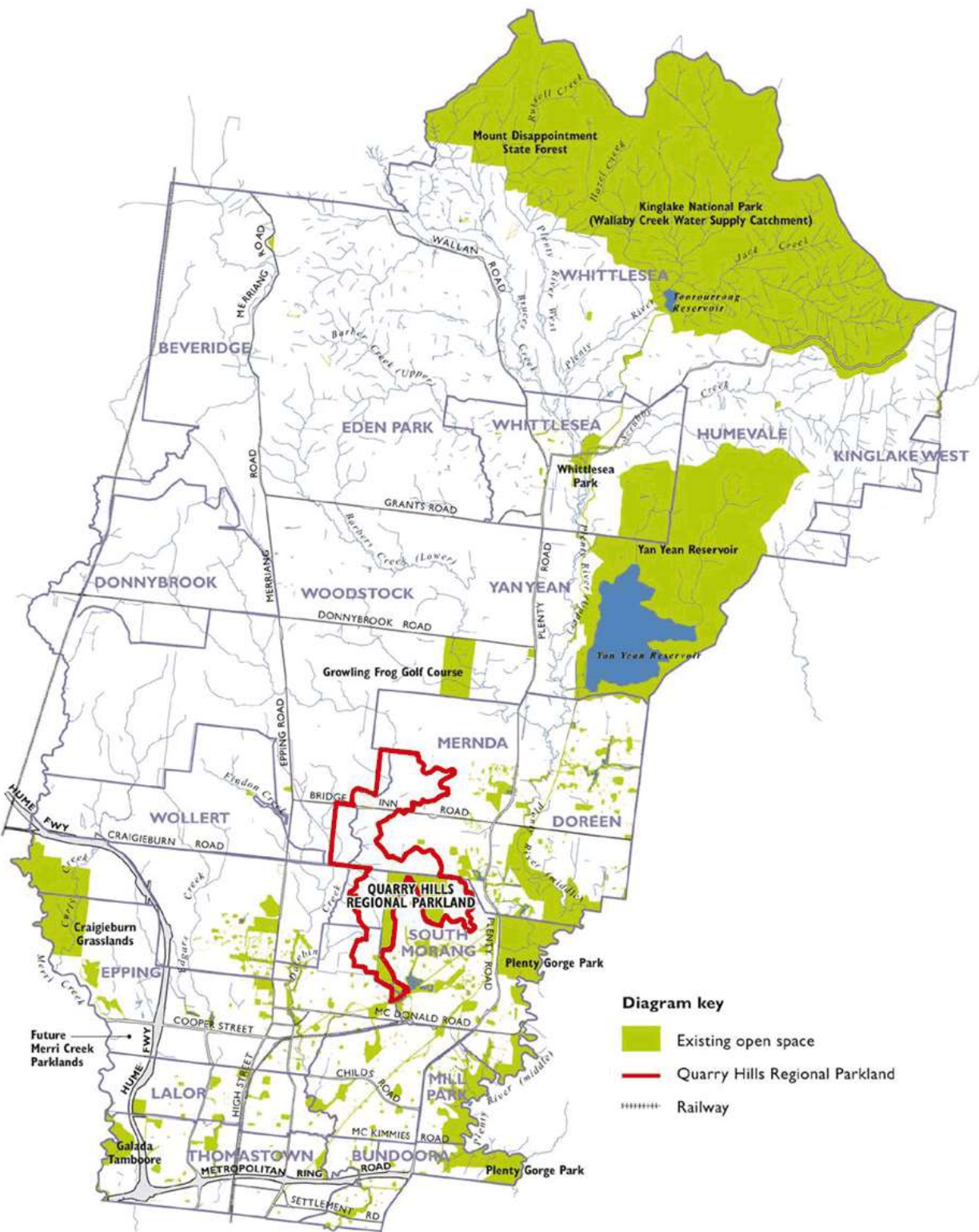


Fig.1 City of Whittlesea Context Plan

FUTURE PARKLAND DEVELOPMENT

The future Quarry Hills Regional Parkland is located between the three major growth areas in South Morang, Epping, Wollert and Mernda and provides visual relief and character in the relatively flat basalt plains. The land is located within the Rural Conservation Zone and is subject to a Significant Landscape Overlay.

The future expansion of the Quarry Hills Regional Parkland in conjunction with the Darebin Creek corridor will provide the major regional recreational and environmental feature of these growth areas. The park will protect key biodiversity, cultural and landscape values providing a logical end to urban development within this growth corridor of the municipality.

The existing Council managed parkland area of 220 hectares will expand significantly over the next five years. Development will commence on the eastern park interface between McArthurs Road and Hunters Road over as far as Plenty Road. The western interface between the existing park boundary, Darebin Creek and Bindts Road will also be developed and Council already has signed agreements in place with all of these landowners. Refer Figure 3.

Over the next ten years, it is expected that the south western urban area will be developed in accordance with the provisions of the Quarry Hills PSP with transfer of the parkland area to occur shortly thereafter. This equates to approximately 180 hectares of parkland being transferred into public ownership. The handover of remaining parkland in the northern, north western and north eastern sections is likely to occur sporadically over the next 5-10 years and beyond.

The handover process has varied with each agreement however ultimately, landowners are required to hand the land over in a weed free state, and in some cases, provide an access road into the parkland for maintenance and emergency vehicles.

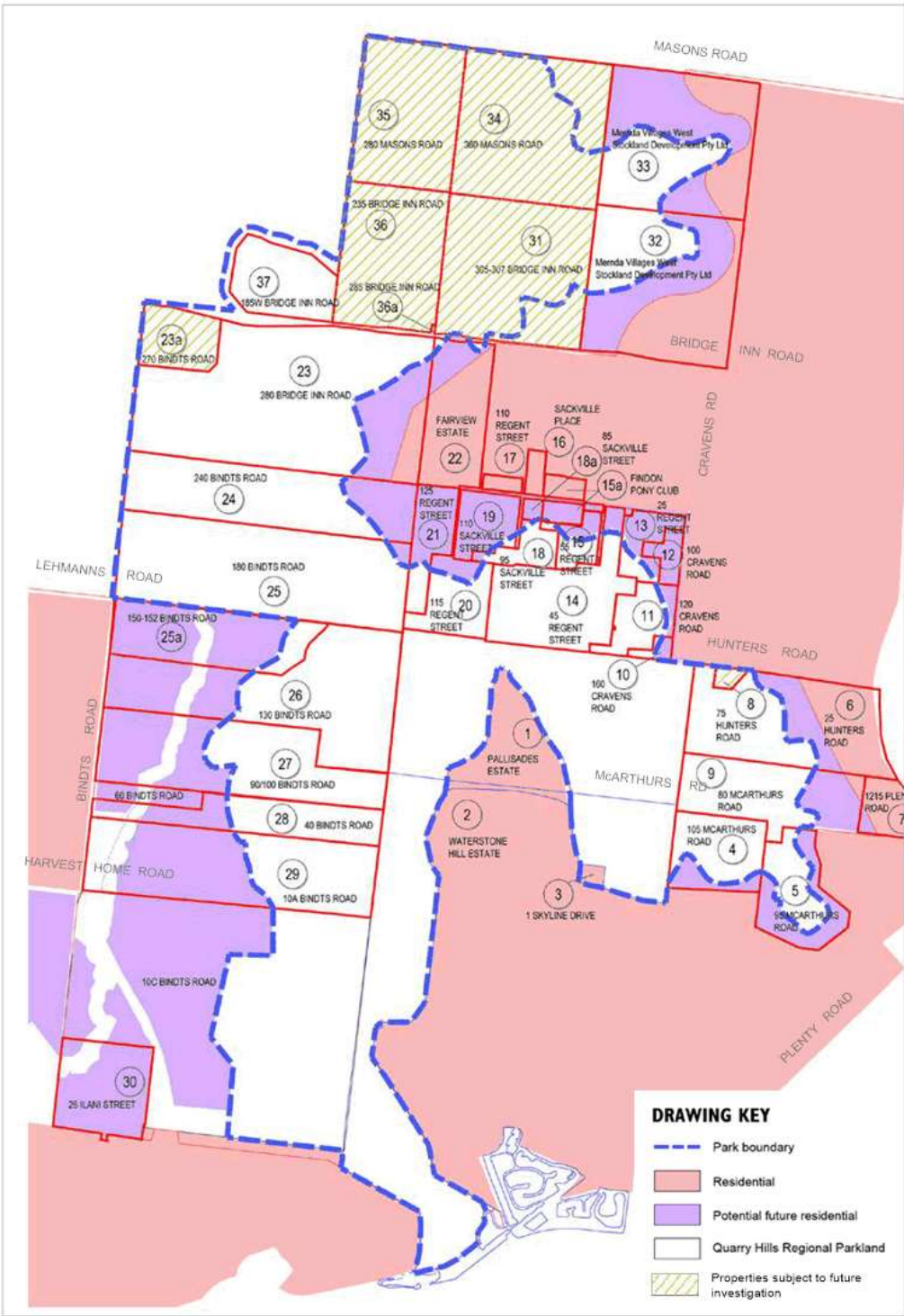


Fig.2 Residential Development.
For further detail refer Draft Park Inventory & Property Handover, pg 22.

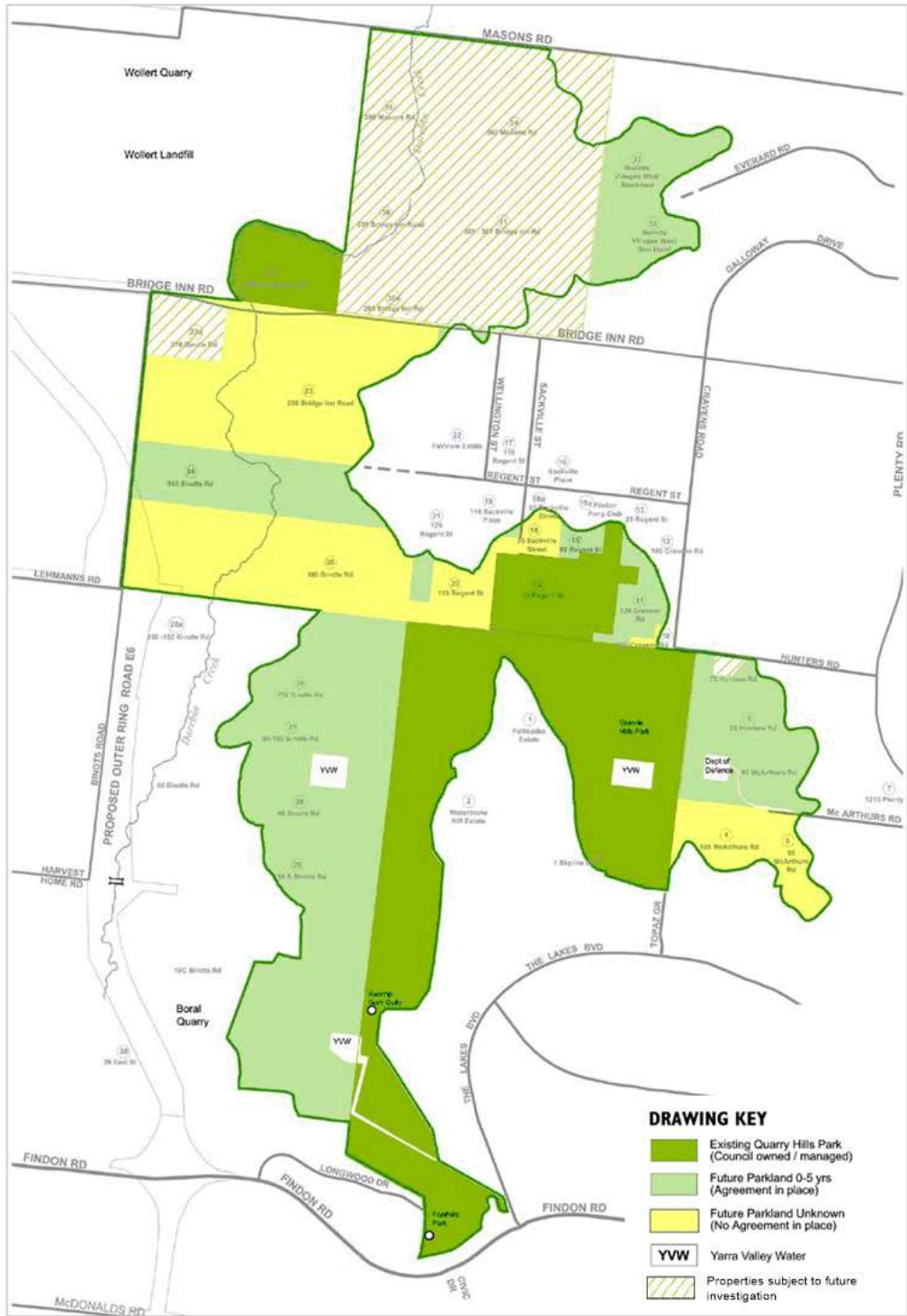


Fig.3 Future Open Space.
For larger version of the plan, refer to Appendices.

ENVIRONMENTAL VALUES

The Quarry Hills Regional Parkland is located on the boundary of two bio-regions: Victorian Volcanic Plains and the Central Victorian Uplands.

Before European settlement the study area and surrounding areas would have supported an array of vegetation communities including: Plains Grassy Woodland, Grassy Woodland, Valley Grassy Forest, Granitic Hills Woodland and Plains Grassy Wetland. Most of this vegetation has now been cleared, with remnants of these communities still persisting in small and fragmented areas.

Grassy Woodland remnants on the summit and slopes of Quarry Hills support the highest flora and fauna values in the study area. Manna Gum, Yellow Box and Drooping Sheoak provide good habitat for a number of fauna species, some of which are State and Nationally significant. A number of indigenous understorey species of the former intact vegetation communities persist.



Photo 2: View from Granite Hills Park looking south west towards Melbourne city skyline

The remainder of the parkland area (hills to the north and most of the plains) supports predominantly introduced vegetation and has relatively low flora and fauna values. Small patches of Plains Grassy Woodland persist in some areas that are less intensively grazed. However, the understorey usually contains only a few native species (e.g. Wallaby-grasses and Spear-grasses and Blue Devil).

Downstream of Masons Road, Darebin Creek flows through the area of the future expanded Quarry Hills Regional Park. The greater part of Darebin Creek is severely degraded and requires significant weed control. It will be important that an open space corridor of adequate width is provided

on both sides of the waterway to protect and improve the waterway values, and also integrate recreational use and access that does not conflict or compromise the environmental and cultural values of the waterway. These requirements are to be guided by the Darebin Creek Management Plan (June 2007 – Updated August 2014)

Large, old River Red Gums are scattered throughout and provide important resources for fauna species. Red Gums are protected under City of Whittlesea’s River Red Gum Protection Policy. Clause 22.10 in the Whittlesea Planning Scheme.



Photo 3: View south into future parkland from Bridge Inn Road

Council has been engaged in significant weed control and revegetation works in the areas under their management. These works aim to reinstate the pre-1750 vegetation of the area and will significantly enhance the unique biodiversity values of the park.

For further information Refer Quarry Hills and Darebin Creek Regional Parklands - Urban Growth Area Integration Flora and Fauna Overview Report, Ecology Australia, April 2005.

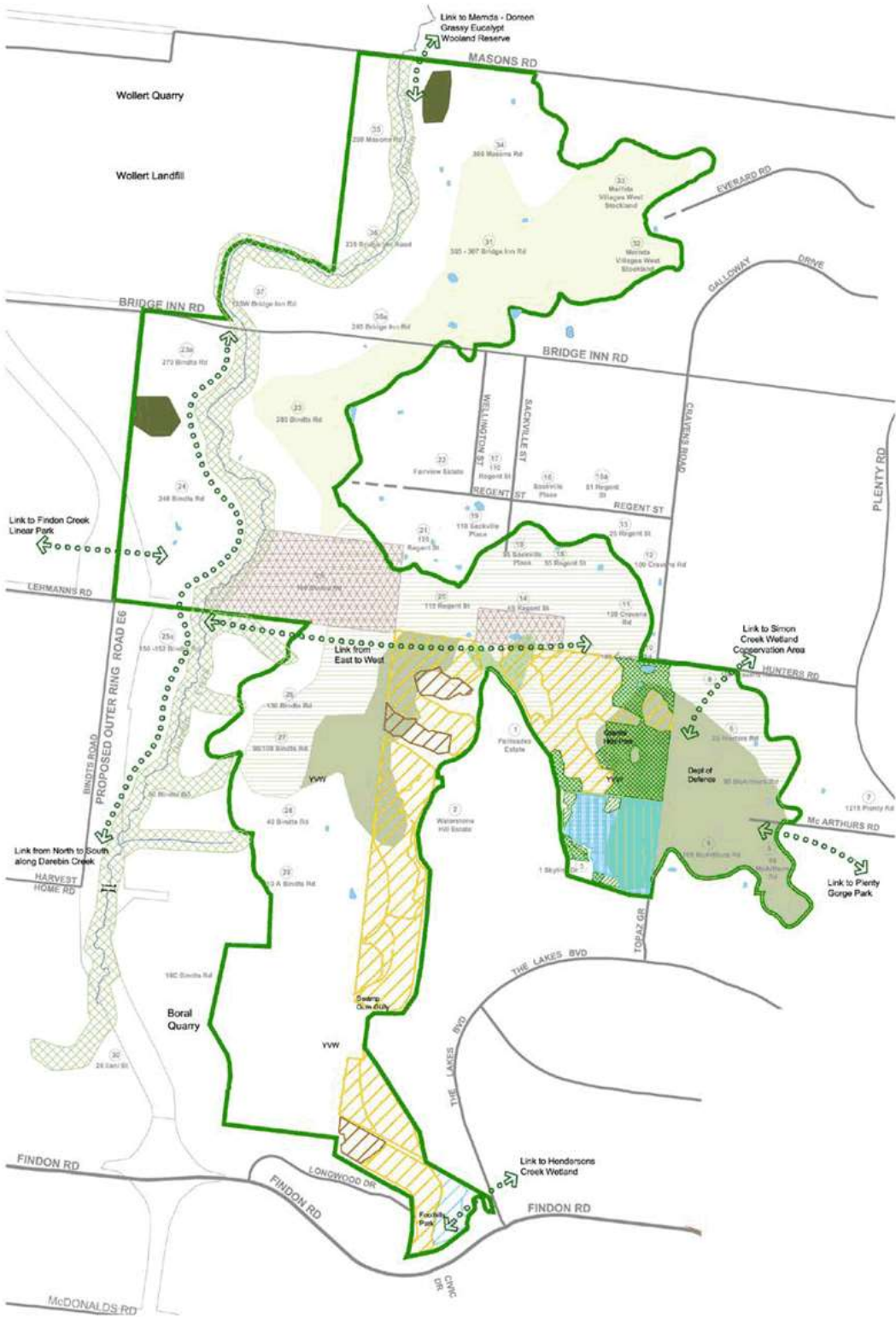
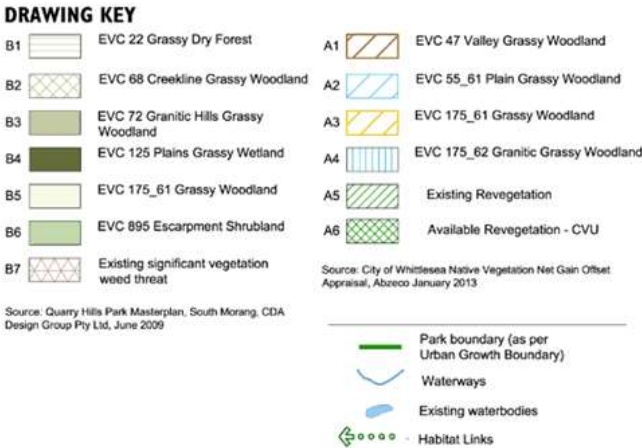


Fig.4 Environmental Values. For larger version of the plan, refer to Appendices.

EXISTING PARK FACILITIES AND USE

The reliance on multiple individual developers for the establishment of the park and delays in timing and handover for different stages have made coordination of design and management of new open space at Quarry Hills Regional Parkland difficult. Existing facilities include:

Foothills Park is a small local open space accessed via a steep unsealed path from Longwood Drive and Findon Road with picnic and BBQ facilities orientated to take advantage of views towards Hendersons Creek Wetland. There is no public car parking on the site and the convoluted road network used to access the site make further development of this area difficult.

Swamp Gully Car park provides the only existing public parking within the reserve. Accessed from Gravier Way the car park is located at the base of a steep escarpment and provides restricted public access into the park. The car park has poor passive surveillance and the steep topography, lack of all ability access and convoluted road network used to access the site make further development of this site difficult.



Topaz Grove currently provides unsealed walking access up a steep slope and into the Granite Hills section of the parkland. There is also an unsealed path link around to Lionsgate Park with connections through to Hendersons Creek Linear Park. There are no drinking fountains or toilet facilities in the park.

Eagle Lookout located high above the Swamp Gully Car park, provides expansive views east. Landing Shelter and Soaring Shelter are silhouetted on the horizon and provide elevated views west.

These lookout points are accessed via a steep unsealed walking track along the western ridgeline.



The Municipal wide open space survey completed in August 2013 found that only 2% of the 630 respondents have visited Quarry Hills Regional Parkland.

Reasons respondents visited open space at Quarry Hills included:

- Views and vistas
- Walking
- Dog walking
- Exercising
- Fitness
- Access – close to home
- Birdlife – watching
- Cycling
- Natural character – bushland environment
- Open space – peaceful/quiet

Respondents suggested improvements to open space at Quarry Hills included:

- Motorbikes – do not allow into the park
- Public toilets – provide more
- Shelters – with tables and seats, additional required
- Trees – additional required
- Vegetation – more smaller plants/native grasses required
- Drinking fountains

The most frequently use facilities across the municipality were walking paths (82%) and seats (66%).

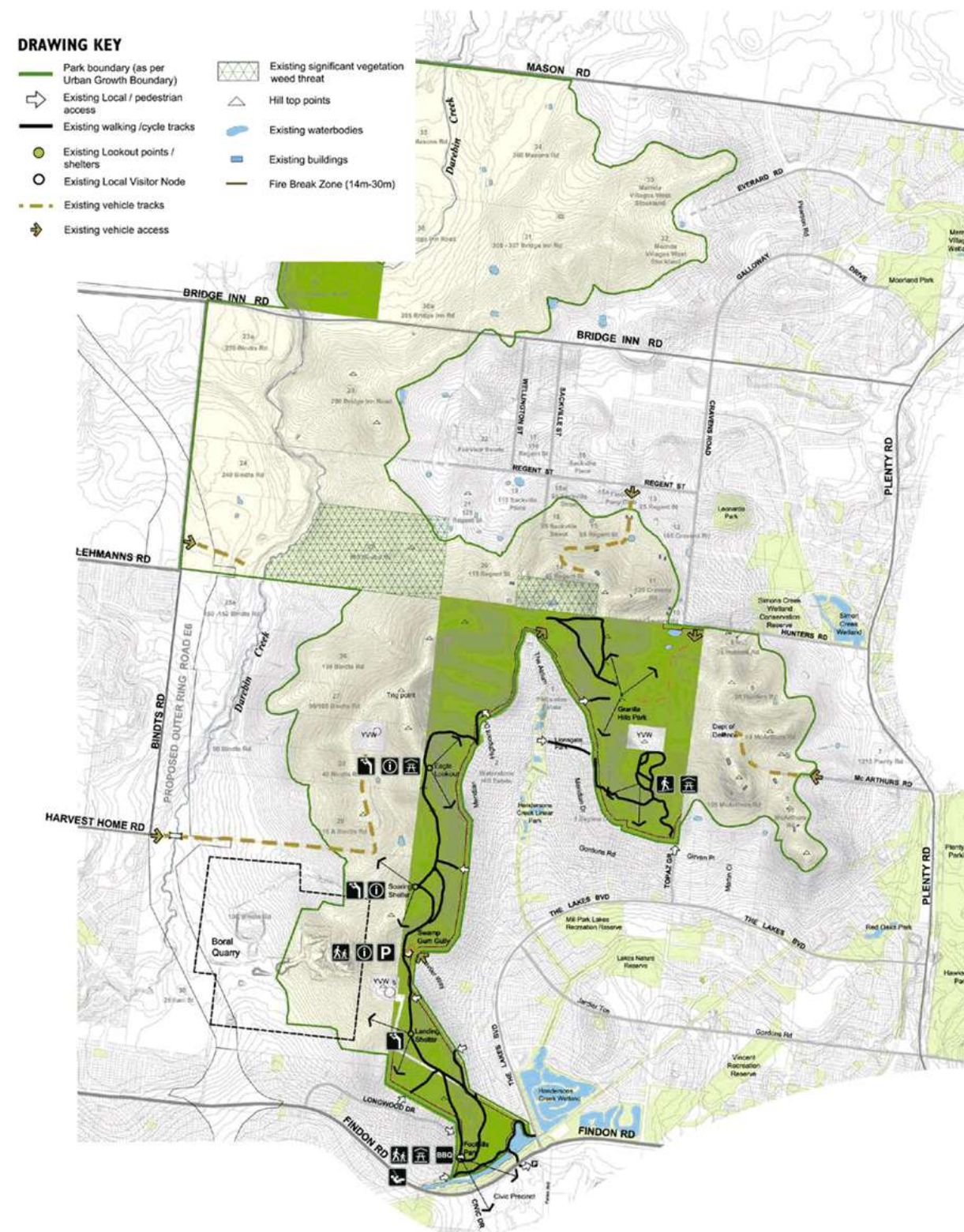


Fig.5 Existing Parkland Site Analysis Sept 2014. For larger version of the plan, refer to Appendices.

PARK DEVELOPMENT – KEY ISSUES & RECOMMENDATIONS

The development of the parkland will be staged due to the availability of properties and the inherent staggered nature of the handover process. The ongoing management and maintenance responsibilities of the parkland is also a factor for staged implementation of development of the park.

Issue	Recommendation
1. Limited existing public access and use of the park.	<ul style="list-style-type: none"> • Provide a new municipal park visitor node with playground, picnic facilities, bus access and toilets to enable Council managed events and activities to be held in the park. This will in turn increase broader public awareness of the park and its open space values. • Increase local awareness that the park is open to the public via local publicity including temporary signage at park entries and signage in adjoining residential areas advising that the park is open. • Encourage increased use of the park by local residents by connecting existing sections of walking track within the park and links to popular viewing points to form local walking loops. • Provide additional seats on the popular park walking routes to provide resting places orientated to capture key views. • Increase the diversity of facilities and character types of open space to allow the park to appeal to changing community values and needs.
2. Steep natural topography limits access to key viewing points and existing park facilities. Key park values including elevated views, rocky natural features and bush walking tracks are inaccessible to many potential visitors using existing public access points and walking tracks.	<ul style="list-style-type: none"> • Utilise the existing unsealed road access to the YVW water supply compound via Cravens Road. Longer term, with development occurring on the west side of the path, a second visitor area can be established off Harvest Road with links to the Trig Point. • Initial access can be restricted at the existing park entry gate facilitating only bus and controlled vehicle access for Council managed events and activities. This will reduce initial costs associated with upgrade and ongoing management and maintenance of the existing internal unsealed roads and provision of public areas; and retain a focus on building local awareness, access and park experience rather than car parks. • Investigate vehicle access to picnic areas within the park where all visitors can enjoy the magnificent views and access other park natural values via an all ability graded walking loop.



Photo 6: Existing tracks within Granite Hills Park

Issue	Recommendation
3. Few facilities to draw visitors to the park. Remote location and lack of passive surveillance mean existing and new facilities can be subject to high levels of vandalism and antisocial behaviour.	<ul style="list-style-type: none"> • Establishment of a new municipal park level visitor node at Granite Hills Park including playground, all ability path access, bus parking and picnic and toilet facilities will enable more Council managed events and activities to be held in the park. This will also enable visitors to spend longer in the park enhancing their appreciation of values and encouraging them to return and explore other more challenging walks. • Initial focus on the basic provision of walking paths and seats is consistent with the City of Whittlesea Open Space Strategy consultation and complements existing park use and management objectives. • Retain use of existing maintenance vehicle access for bus and controlled public vehicle use during events. This will focus initial capital investment on providing facilities for park users rather than upgrading access roads and providing extensive car parking. • Retention and leasing of existing on site houses will maintain some site surveillance, likely reducing maintenance and replacement costs associated with potential vandalism of facilities in the park. • Once visitor facilities are established and park awareness has been increased through organised events, costs associated with opening and managing the park with public vehicle access will be more easily justified. Note it is expected that the park will always remain closed at night. • Provide park directional signage to the park on Plenty Road. In the longer term a comprehensive wayfinding and signage strategy will be required however in the short term the majority of use will be local or guided visitor events run by Council. Focus on short term useable park infrastructure rather than signage until public vehicle access into the park is provided and there is an increased need for self-guided regional visitation. • Provide a diversity of spaces that allow for a range of unstructured recreation and informal use. This will allow the park to appeal to a broader range of people and address concerns about personal safety.

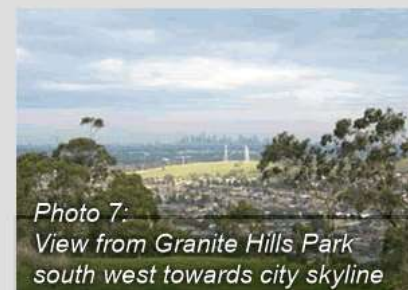



Photo 7: View from Granite Hills Park south west towards city skyline

PARK DEVELOPMENT – KEY ISSUES & RECOMMENDATIONS

Issue	Recommendation
<p>4. Active development in areas around the park needs to be coordinated with future park access.</p> <p>The convoluted nature of public road access through the Pallisades Estate to The Atrium has made this park node unsuitable for a major visitor node site as it is virtually impossible to direct visitors to the site from the nearest major road.</p> <p>The steep topography makes graded trail and maintenance access into the park problematic.</p> <p>The high cost of cut to fill means that developers frequently prefer the use of retaining walls to ensure they can maximise developable land.</p> 	<p>Ensure new urban residential road layouts retain clear and legible connections from major roads to park entries including:</p> <ul style="list-style-type: none"> • Cravens Road • Regent Street • Harvest Home Road • Everard Road • Off Bridge Inn Road • Off Masons Road • Lehmanns Road <p>• Ensure new urban layouts seek to provide graded all ability walking/cycling and maintenance vehicle access to the park.</p> <p>• Ensure development interfaces provide public road frontages and views into the park to maximum passive surveillance and fire access. Refer Typical Cross Section Layouts.</p> <p><i>Photo 8: View east into future Parkland from Greenhaven Gardens</i></p>
<p>5. Significant resourcing required for management of environmental values and new recreational facilities in existing and future parks.</p>	<p>Investigate methods to maintain a sustainable funding structure for park management. Options may include:</p> <ul style="list-style-type: none"> • Use of the park for NetGain offsets from adjoining development. This will be complementary to environmental and landscape values and could provide recurrent funding (10 years) for large sections of the park in the short/medium term. • Use of easements to retain required public access through the park while retaining large areas of leased grazing. Lease conditions could be developed to meet environmental objectives consistent with the long term vision for the park. • Areas of leased grazing land to be incorporated back into parkland when sufficient land management and land maintenance resources are available.

Issue	Recommendation
<p>6. Existing farmhouses and buildings will be located within the final park boundary. Detailed assessment of these buildings was not possible however it is unlikely they will have been constructed to a sufficient BAL (bushfire attack level) rating to enable re use for public purposes without significant native vegetation clearance.</p> <p>Vacant buildings in remote public areas are typically subject to high levels of vandalism and ongoing security/repair/maintenance costs may be significant.</p>	<ul style="list-style-type: none"> • Retain existing houses where they can be leased as rental properties to provide ongoing income and increase passive surveillance in the park. • Relocate, remove or demolish other buildings as part of the land development process ensuring services such as electricity and water are documented and secured to enable consideration of other future long term park use.
<p>7. Significant threat posed by the wild fire to both park infrastructure and adjoining properties.</p> <p>Ecological burning will also continue to be an important park management tool to control fuel loads, to promote natural regeneration of native flora, control weeds and enhance biodiversity.</p>	<ul style="list-style-type: none"> • Provide and maintain designated fire breaks in accordance with CFA standards. • Ensure a minimum BAL 12.5 rating for new buildings within 60m of the park. In some cases, building regulations will require a rating in excess of 12.5 • Ensure new infrastructure within the park is bushfire resistant where possible to reduce ongoing maintenance/ replacement costs after fire events.
<p>8. Lack of information on Cultural Heritage Values, cost and complexity of undertaking a Cultural Heritage Management Plan (CHMP) due to the size of the park and likely long term and staged nature of facilities development.</p>	<ul style="list-style-type: none"> • Liaise with the Wurundjeri to further investigate the park's cultural heritage values and potential cultural heritage interpretation opportunities. • Ensure CHMPs completed by landholders as part of adjoining developments also include the new parkland areas and consider the range of activities to be undertaken in the park to ensure this work does not need to be undertaken at a later date. • Seek specialist archaeological advice to confirm CHMP requirements for new works proposed in the masterplan and to determine the most cost and time efficient strategy for implementation of works. This is likely best done in conjunction with future development assessments.

STAGE 1 PARK DEVELOPMENT

0-5 YEARS

Key Objectives

- Establish the Granite Hills Community Park with access from Cravens Road.
- Improve walking access and loops for local residents by connecting the existing paths within the park.
- Increase regional awareness of the park by provision of facilities to enable Council managed events and activities to be held in the park. These may include planting days, school visits/activities, senior citizens visits and events such as cross country running, orienteering, scouts/guides activities.
- Minimise park operation costs by restricting public vehicle access and maintaining on site passive surveillance through continued private leasing of existing houses.
- Continue ongoing weed control and revegetation programs focusing on areas with existing natural values.

1 GRANITE HILLS PARK

Refer Sketch Concept 1 & 2. Develop Granite Hills Park as a new major community park within the Quarry Hills Regional Parkland. In accordance with the City of Whittlesea Open Space Strategy the new community park will provide municipal level facilities that encourage informal and unstructured recreation activities and use of open space in a high quality landscape setting. The park will build upon the distinctive geology, topography, historical and biodiversity values of the area encouraging both children and adults to be active, social and outdoors. Facilities will include:

- New regional playground including junior and toddler play facilities, high ropes course and flying fox - zip line for older children and adults.
- Basketball half court and irrigated lawn areas for informal games, community events and celebrations
- Sealed and unsealed walking tracks and circuits for people of all abilities and fitness levels.
- Barbecue facilities and picnic shelters with tables for large family groups.
- Public toilets and car parking including 50 spaces, designated bus and disabled parking and grass overflow area for major events.
- Ornamental lake and wetland with boardwalk.
- Cultural heritage and biodiversity values interpretation and self guided walking discovery trails.

- 2 Retain the existing farm shed as Habitat HQ, providing for shelter, storage and outdoor education. Retain restricted public vehicle access via the existing unsealed road for organised events only.

- 3 Retain the existing house lease to provide increased site security and surveillance in the short-medium term.

4 ATRIUM RESERVE

Refer Sketch Concept 3. Establish local visitor area including:

- Level and grass flat open space as informal kick about area.
- Provision of picnic table and new landscape planting.
- Prune existing vegetation as required to maintain views and passive surveillance into the reserve.
- Retain existing access track for maintenance and emergency vehicle access only.

- 5 Establish unsealed graded all-ability path link from Atrium Reserve to Granite Hills Park to enable completion of walking loops of 3 and 5km including seats at key resting viewing points.

- 6 Establish unsealed path link between Atrium Reserve and Eagle Shelter completing the link through to Foothills Park.

7 REGENT STREET

Passive open space and natureplay areas.

- Establish a local node with minimal embellishment that provides passive grass play areas and opportunities for non-structured play such as early years education and natureplay. Remove old farm fences and machinery. Retain existing horse stables as a gateway point and focus of passive use area.
- Provide unsealed path links from Regent Street to Atrium Reserve and Granite Hills Park using existing driveway and new paths where needed.

DRAWING KEY

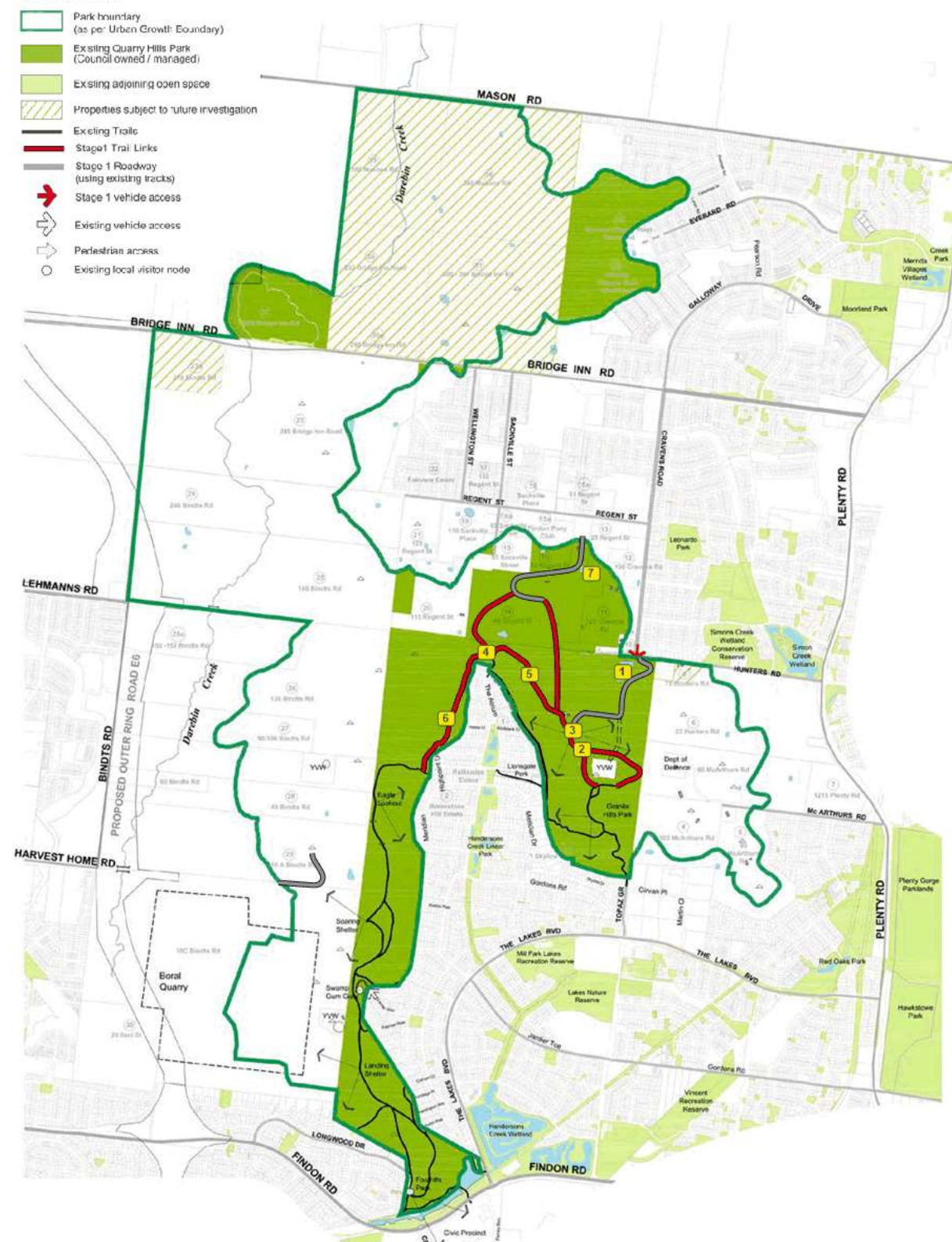


Fig.6 Stage 1 Park Development. For larger version of the plan, refer to Appendices.

SKETCH CONCEPT OPTIONS

SKETCH CONCEPT 1 - OVERALL GRANITE HILLS COMMUNITY PARK



Photo 9: Views from new Granite Hills visitor picnic and car park area



Photo 10: Views to historic and landscape features



Photo 12: Cravens Road future entry to Parklands



Photo 11: Future Granite Hills Park playground area

Granite Hills Park
Regional Visitor Node

SKETCH CONCEPT OPTIONS

SKETCH CONCEPT 2 - GRANITE HILLS PARK CONCEPT

OVERALL DESIGN INTENT

As outlined in the City of Whittlesea Open Space Strategy, Granite Hills Park will be developed as one of four new municipal community parks across the municipality. The new park will form the main visitor destination within the broader Quarry Hills Regional Park. The new Granite Hills Park will provide municipal level facilities that encourage informal and unstructured recreation activities and use of open space in a high quality landscape setting. The park will build upon the distinctive geology, topography, historical and biodiversity values of the area encouraging both children and adults to be active, social and outdoors.

The new park will incorporate the following features and facilities, subject to detailed design:

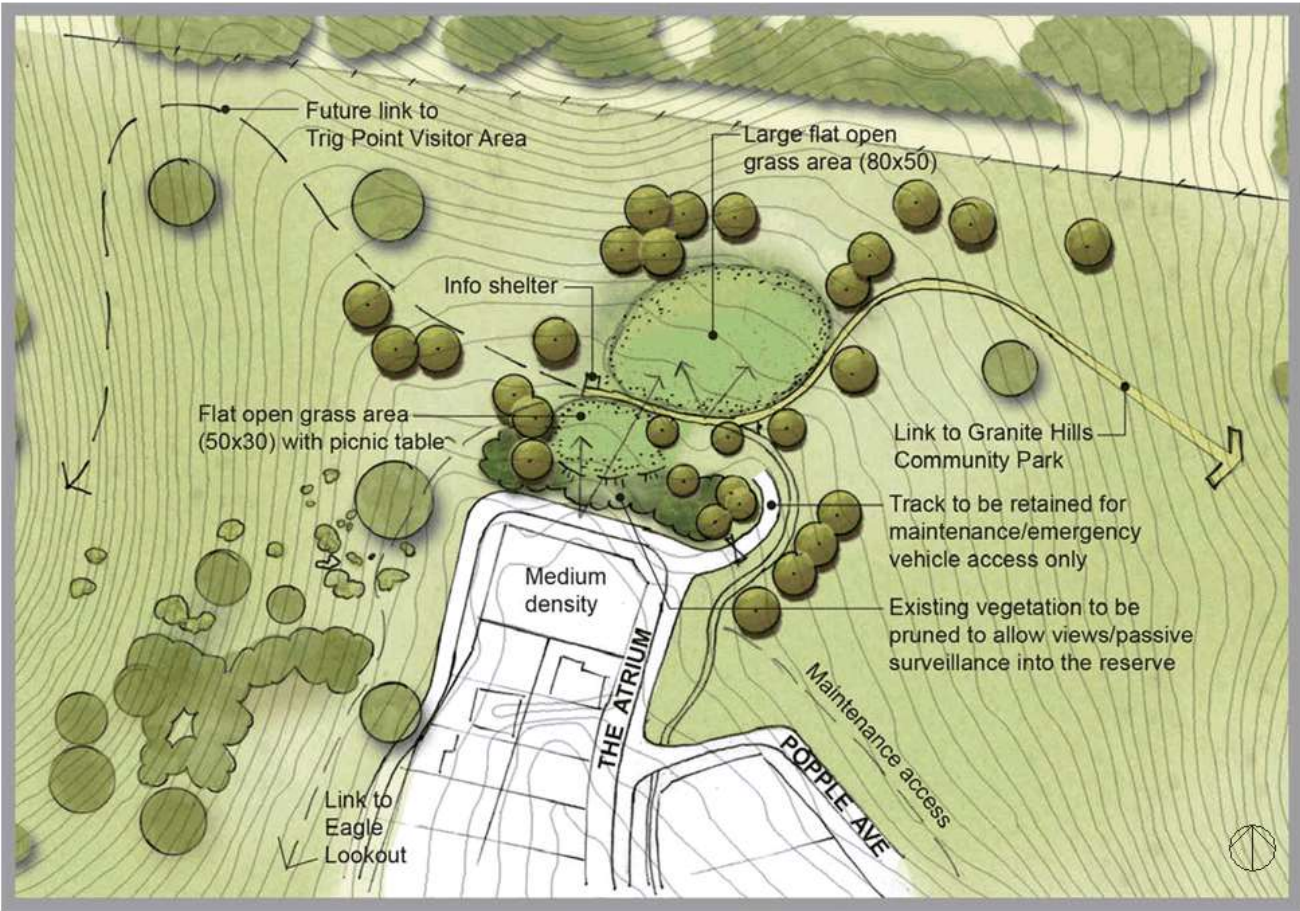
- 1 New park entry direct from Cravens Road including an after-hours vehicle control gate and main park entry signage.
- 2 Main car park to incorporating best practice WSUD stormwater management and shade trees with up to 50 parking spaces, 2 accessible parking bays, bus parking and turnaround.
- 3 Extensive grass over flow parking with gate access for peak use periods and major events.
- 4 Sealed access road to the new car park with speed control and provision of elevated parking bays overlooking the lake and lawns.
- 5 Regional Playground with toddler, junior and senior facilities reflective of the iconic geological features, natural materials and play elements.
- 6 Gully drainage line will be shaped and revegetated using indigenous species providing pre treatment of stormwater prior to entering the lake.
- Low bridge/boardwalk crossings and informal rock crossing to form part of nature based play elements
- 7 High Ropes Course utilising timber poles and rope climbing elements for more dynamic and adventurous play in a natural setting.
- 8 Super Fly Zipline established using the natural site topography includes a dramatic 200m long double line for teenagers and adults with a shorter 50m long double line Mini Me Zipline for younger children.



- 9 Ornamental Lake to replace the existing farm dam with formal concrete edge to the lawn area, open water and indigenous wetland revegetation to the inlet zone.
- 10 Custom Designed Picnic Shelters incorporating long banquet tables and extensive seating for larger family groups.
- 11 Barbeque and Picnic Facilities located within easy access of car parking areas and toilets.
- 12 Main Lawn is to be 150m long x 80m wide gently graded and irrigated with recycled water when available to provide a high quality surface for informal games and events.
- 13 Oak Lawn is to be elevated above the new drainage line and main lawn area using a classical stone ha ha wall.
- 14 Circuit Paths providing a sealed concrete path around the main lawn (500m) and a longer (1km) unsealed all ability walking loop section around the lake and Oak lawn.
- 15 Fitness Stations are to be incorporated into the main lawn circuit walk.
- 16 Historic Stone Dairy building and surrounding remnant foundations are to be secured and protected while retaining public access via new set of informal steps to an interpretation area and lookout.
- 17 Public Orchard is to be re-established with a range of heritage fruit tree species in rows.
- 18 Large Oak Trees are to be protected, retaining clear views to them from the picnic areas and playground.
- 19 Retain the existing unsealed maintenance access and incorporate into future shared trail link along Hunters Road.
- 20 Establish revegetation to screen views to sheds in 160 Cravens Road. Longer term when this property is redeveloped investigate opportunities to establish complementary commercial and community based facilities.
- 21 Replace the existing park boundary fence using natural timber post and rail.
- 22 Restrict public vehicle access to the existing unsealed road retaining walking and cycling access only to the summit viewing areas.
- 23 Dogs are to remain on lead in the park to protect the large existing kangaroo population.

PRELIMINARY SKETCH CONCEPT OPTIONS

SKETCH CONCEPT 3 - ATRIUM RESERVE CONCEPT



STAGE 2 PARK DEVELOPMENT

5-10+ YEARS

Key Objectives

- Extend public vehicle access and improve all ability access into the park and increasing the use of recreational facilities established in Stage 1.
- Expand walking links to new future parkland areas established on the west side of the park including Trig Point and Darebin Creek via Harvest Home Road.
- Expand walking links to Simons Creek Wetland and McArthurs Road.
- Offset park operational costs by retaining leased grazing where possible within the park and releasing private residential properties where possible.
- Continue ongoing weed control and revegetation programs focusing on areas with existing natural values.

8 MERNDA WEST (EVERARD ROAD RESERVE)

- Establish local visitor area including public parking minimum 5 spaces and graded access into the park at Everard Road.
- Provide walking tracks, seats and lookouts as per the endorsed MDG Park Concept Plan.

9 FINDON ROAD PEDESTRIAN CROSSING

- Improve pedestrian access and signage at the Civic Precinct and provide a safe crossing point at Findon Road, with links to Quarry Hills Regional Parkland for local residents and workers accessing the park on foot or bike.

10 Upgrade visitor facilities at the Granite Hills Park and Summit.

11 Install vehicle control, widen and resurface existing roadway and investigate public vehicle access (approx 1km) to summit viewing areas.

12 Retain new park areas on Hunters Road and McArthurs Road for leased grazing while ensuring protection of existing trees and native vegetation.

13 Establish linear public open space and trail link from Granite Hills Park to Simons Creek Wetland through leased grazing land.

14 Establish linear public open space and trail link from McArthurs Road to Simons Creek Wetland through leased grazing land.

15 Ensure direct public road links to future park entry and regional visitor node from Harvest Home Road during implementation of the Quarry Hills PSP.

16 Establish a new regional visitor area accessible from Harvest Home Road via the existing YVW service road with new walking path links to Trig Point, Eagle Shelter and on to Granite Hills Park.

17 Establish fire access and maintenance/walking tracks to new park areas as they establish along Bindts Road.

18 Undertake control of Gorse and other invasive weeds in new parkland areas as development occurs along Regent Street.

19 Offset park operation costs by re-leasing private properties where possible.

20 TOPAZ GROVE

- Refer Sketch Concept 4. Establish local visitor area including (subject to commencement of adjoining development):
 - Formalise 6 unsealed public car parking spaces
 - Upgrade park entry fencing, signage and landscaping.
 - The visitor node will be installed following construction of the extension of Topaz Grove to be undertaken by the abutting landholding at the time of development.

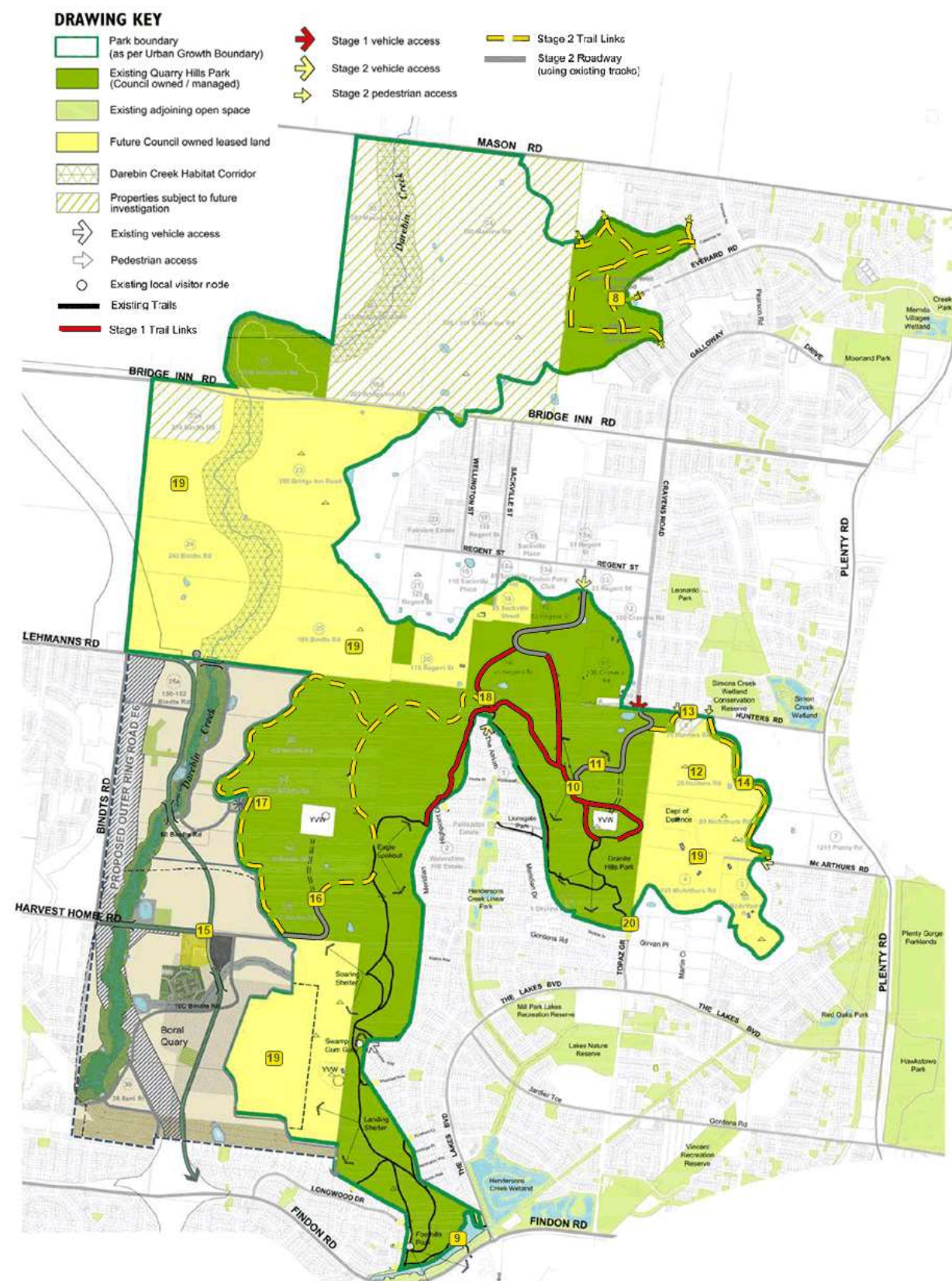


Fig.7 Stage 2 Park Development. For larger version of the plan, refer to Appendices.

PRELIMINARY SKETCH CONCEPT OPTIONS

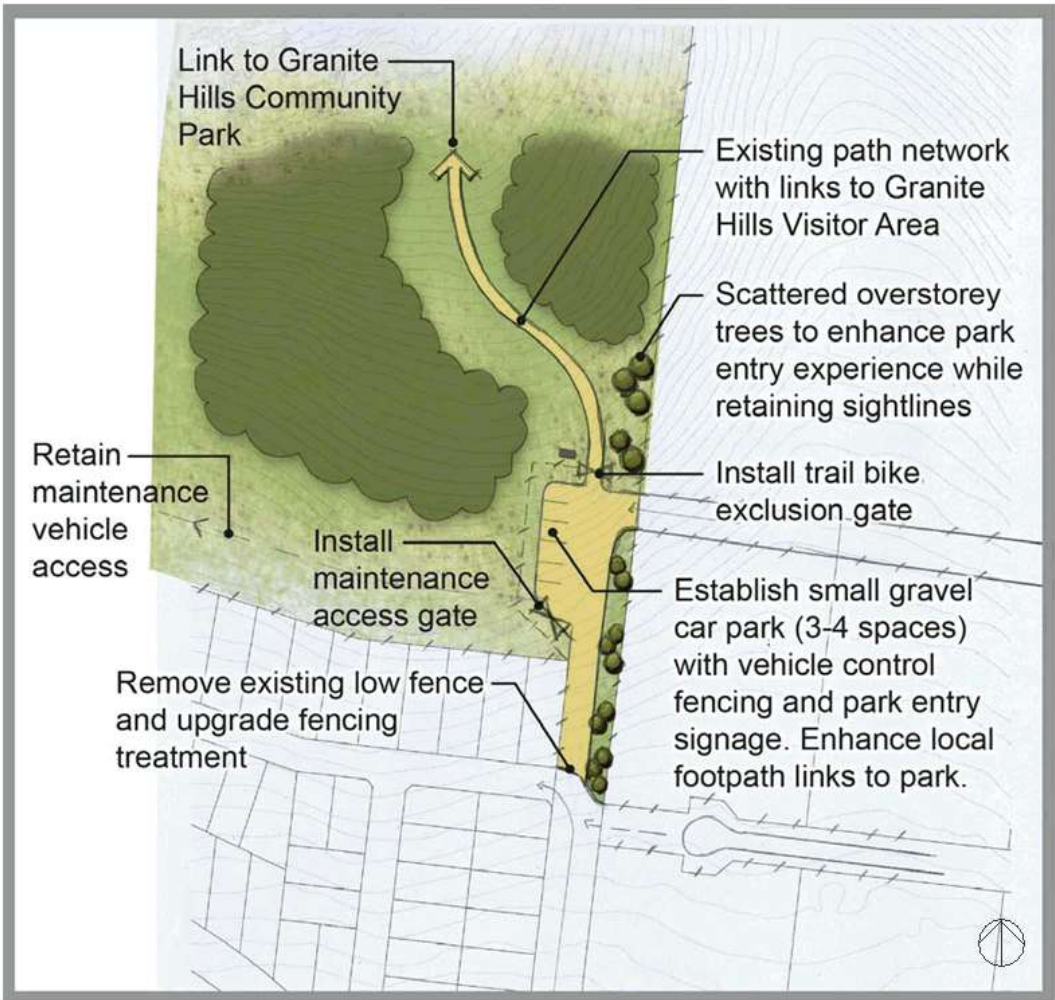
SKETCH CONCEPT 1 - TOPAZ GROVE CONCEPT



Photo 15: Existing low fence to be removed



Photo 16: Existing path network with links to Granite Hills



Topaz Grove Local Visitor Area

STAGE 3 PARK DEVELOPMENT

10-20+ YEARS




















Key Objectives

- Establish a linear open space corridor and trail to link the northern and southern sections of the park.
- Establish a second regional visitor node to be accessed via Harvest Home Road including picnic facilities, toilets and public vehicle access enhancing all ability access into the western section of the park.
- As surrounding residential development proceeds, establish local park access areas at Regent Street, Bridge Inn Road and Lehmanns Road.
- Expand walking links to and from new local park access nodes and to the Darebin Creek open space corridor once established.
- Offset park operation costs by retaining leased grazing as nominated within the park and re-leasing private residential properties where possible.
- Continue ongoing weed control and revegetation programs focusing on areas with existing natural values and improving links from the park to Darebin Creek.

- 21** Expand the new regional visitor area accessible from Harvest Home Road to include:
- Upgrade of the existing YVW service road to allow public vehicle access into the park.
 - Provision of picnic tables, shelters and BBQ
 - 30-50 space public car park and bus parking
 - Public toilet facility
 - Electric entry gate and park signage
- 22** Provide links to the park from new development areas and facilities established within the former Boral Quarry site.
- 23** Establish a new local visitor node at Lehmanns Road with a small parking area and walking links through to Atrium Reserve and Eagle Shelter.
- 24** Enhance open space corridor recreational and habitat links between the park and new open space established along the Darebin Creek corridor as part of the Quarry Hills PSP.
- 25** Retain new park areas north of Lehmanns Road and Bridge Inn Road as leased grazing land while ensuring protection of existing trees and rehabilitation of the Darebin Creek riparian corridor.

- 26** Establish linear public open space and trail link north south from Granite Hills Park to the western end of Regent Street through leased grazing land.
- 27** Establish a local visitor node at the western end of Regent Street including public parking min.5 spaces, entry signage, picnic area and shelter and graded walking access into the park.
- 28** Establish linear public open space and trail link north south to the western end of Regent Street to Bridge Inn Road through leased grazing land.

DRAWING KEY

	Park boundary (as per Urban Growth Boundary)		Existing Trails
	Existing Quarry Hills Park (Council owned / managed)		Stage 1 Trail Links
	Existing adjoining open space		Stage 1 vehicle access
	Future Council owned leased land		Stage 2 vehicle access
	Darebin Creek Habitat Corridor		Stage 2 pedestrian access
	Properties subject to future investigation		Stage 2 Trail Links
	Existing vehicle access		Stage 2 Roadway (using existing tracks)
	Pedestrian access		Stage 3 vehicle access
	Existing local visitor node		Stage 3 pedestrian access
			Stage 3 Trail Links

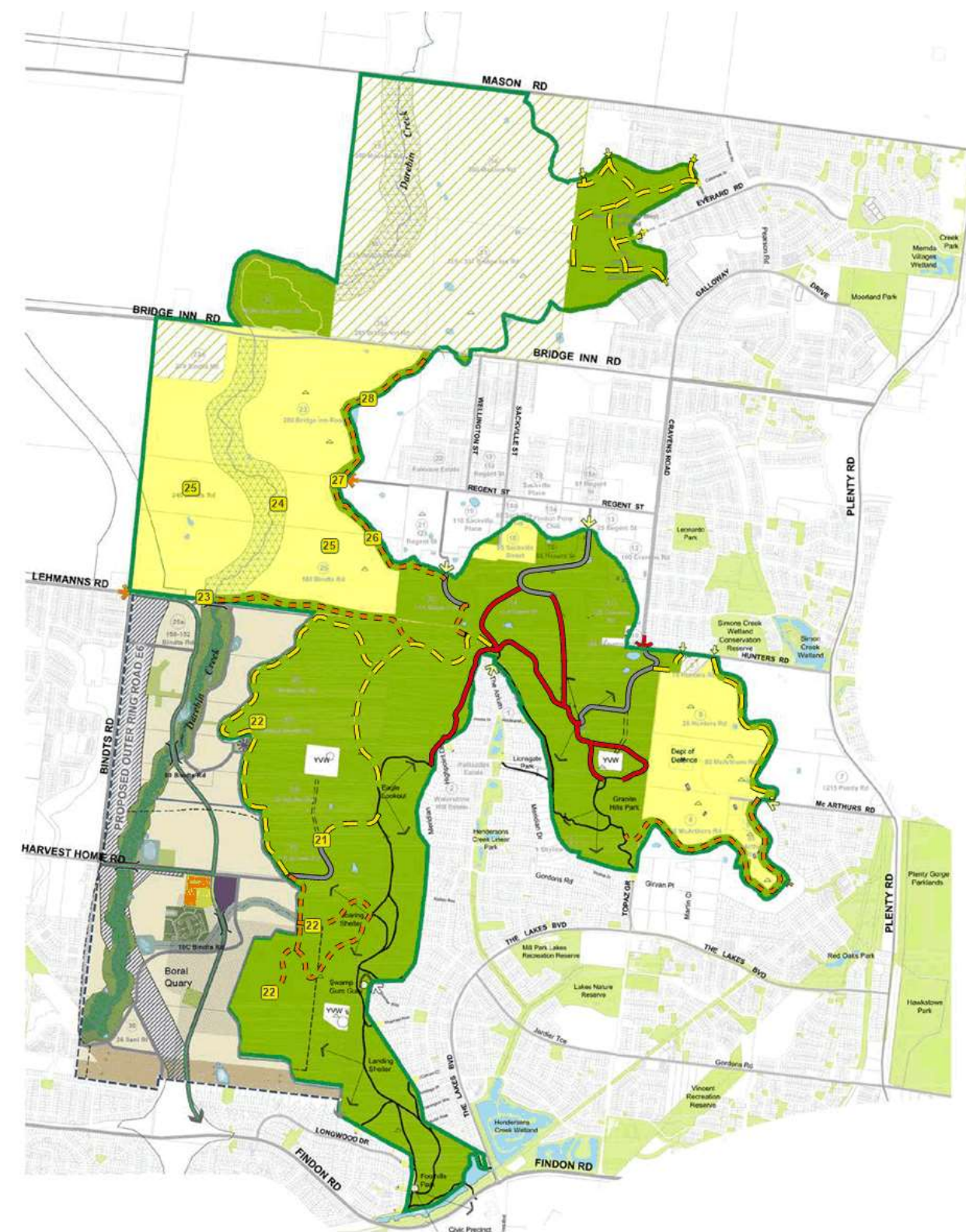


Fig.8 Stage 3 Park Development. For larger version of the plan, refer to Appendices.

OPEN SPACE INFRASTRUCTURE PLANNING

Facilities	GRANITE HILLS PARK Cravens Rd (Regional)	THE ATRIUM (Local)	TOPAZ GROVE (Entry)	FOOTHILLS PARK (Local)	SWAMP GUM GULLY (Local)	EVERHARD ROAD (Local)	HARVEST HOME ROAD (Regional)	Mc ARTHURS ROAD (Entry)	RECENT STREET WEST (Local)	LEHMANNS ROAD (Entry)	RECENT STREET SOUTH (Local)
Barbecues	•			⊙			•				
Car parking – bus access	•				⊙		•				
Car parking – disabled parking	•	•			⊙		•				
Car parking large (20+ vehicles)	•				⊙		•				
Car parking medium (10-20 vehicles)					⊙						
Car parking small (4-9 vehicles)		•	•			•		•	•	•	•
Drinking fountains	•	•				•	•		•		•
Festivals and events	•					•	•				
Exercise equipment	•						•				
Garden beds - feature / decorative	•	•				•	•		•		
Large open grassed areas for unstructured recreational use	•	•				•	•				
Lighting	•						•				
Paths – all ability	•	•				•	•		•		•
Paths – informal	•	•	•			•	•	•	•	•	•
Paths – shared pedestrian/cycle				⊙	⊙		•				
Playground - major	•						•				
Playground - minor				⊙							•
Picnic Tables	•	•		⊙		•	•		•		•
Public Toilets	•						•				
Rubbish bins	•						•				
Seating	•	•		⊙	⊙	•	•		•		•
Shelters – information	•	•		⊙	⊙	•	•		•		•
Shelters – picnic/shade	•			⊙	⊙	•	•				•
Signage – wayfinding/interpretive	•	•	•	⊙	⊙	•	•	•	•	•	•
Trees - large canopy shade	•	•				•	•	•	•		•
WSUD	•	•			⊙	•	•	•	•	•	•

⊙ Existing facility • Proposed facility

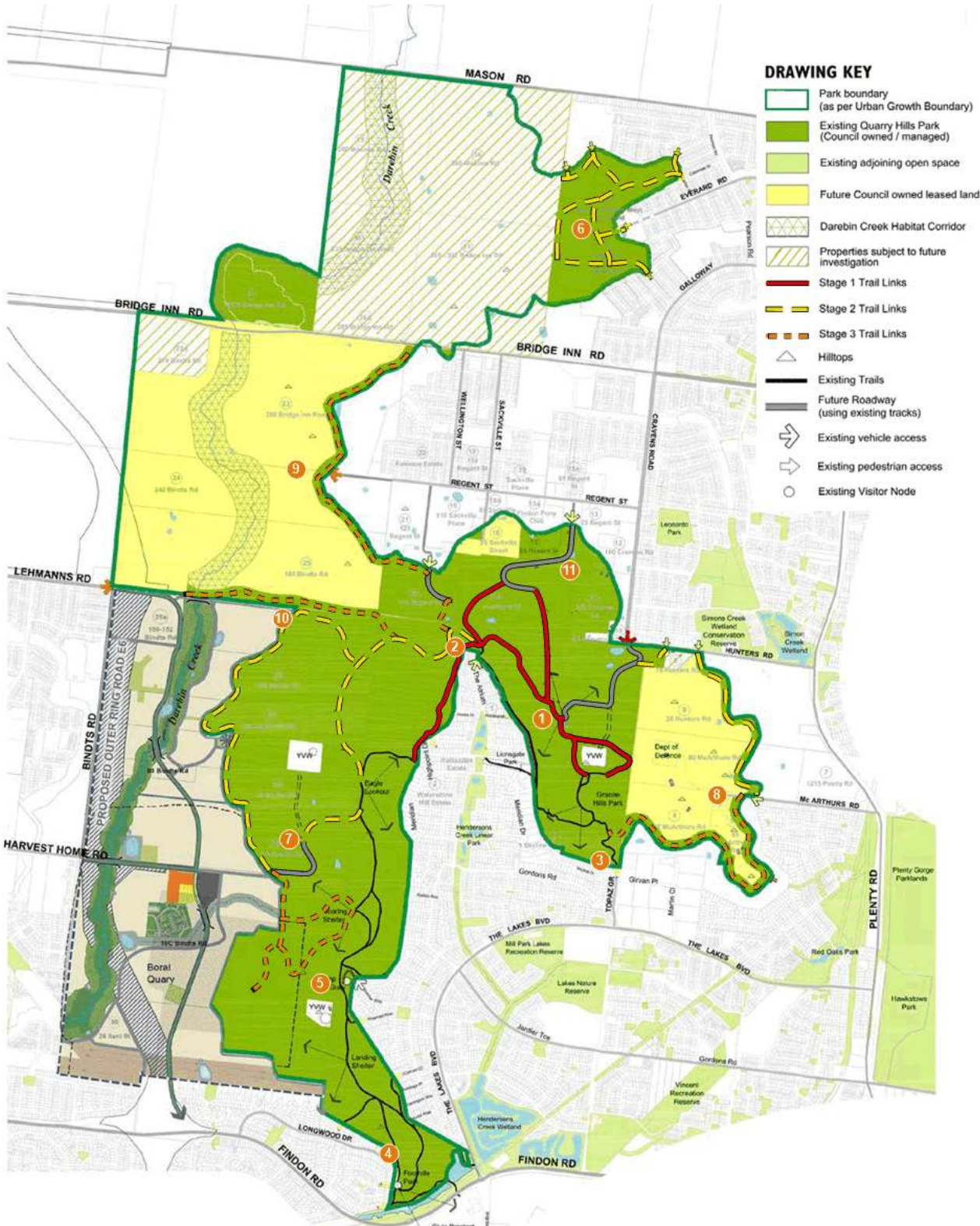
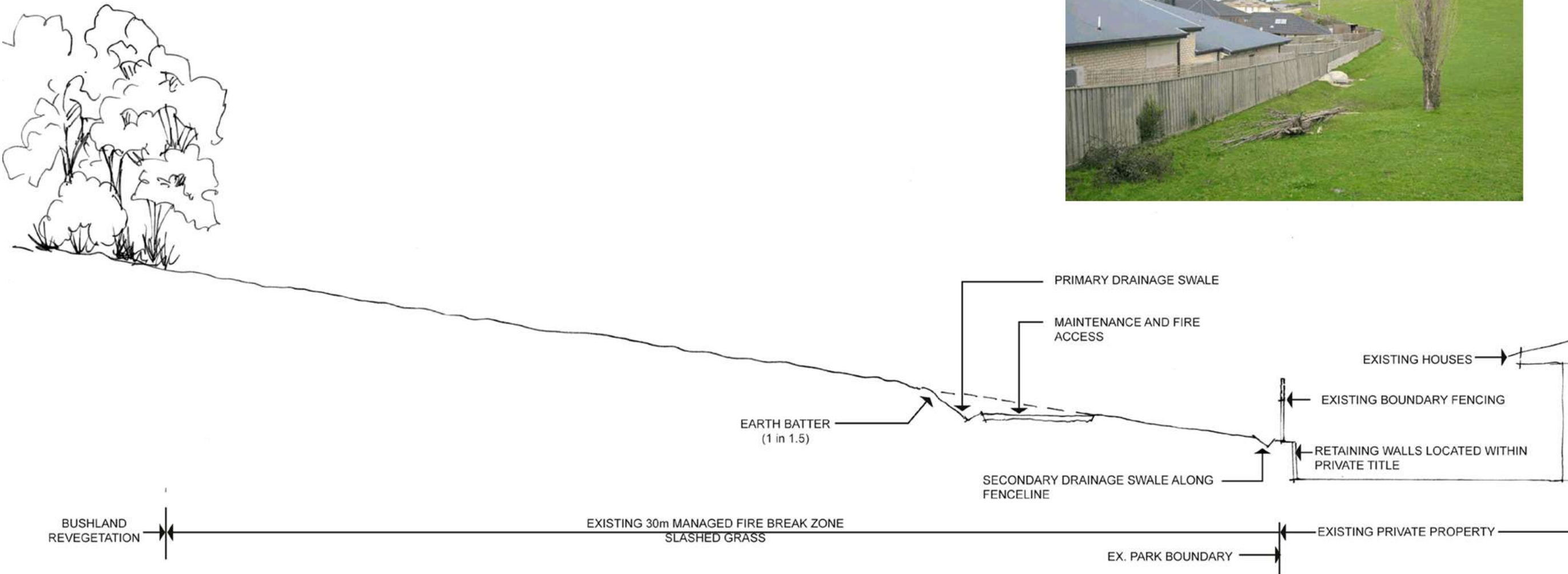


Fig.9 Overall Vision Plan. For larger version of the plan, refer to Appendices.

APPENDIX I
Park Interface Treatments

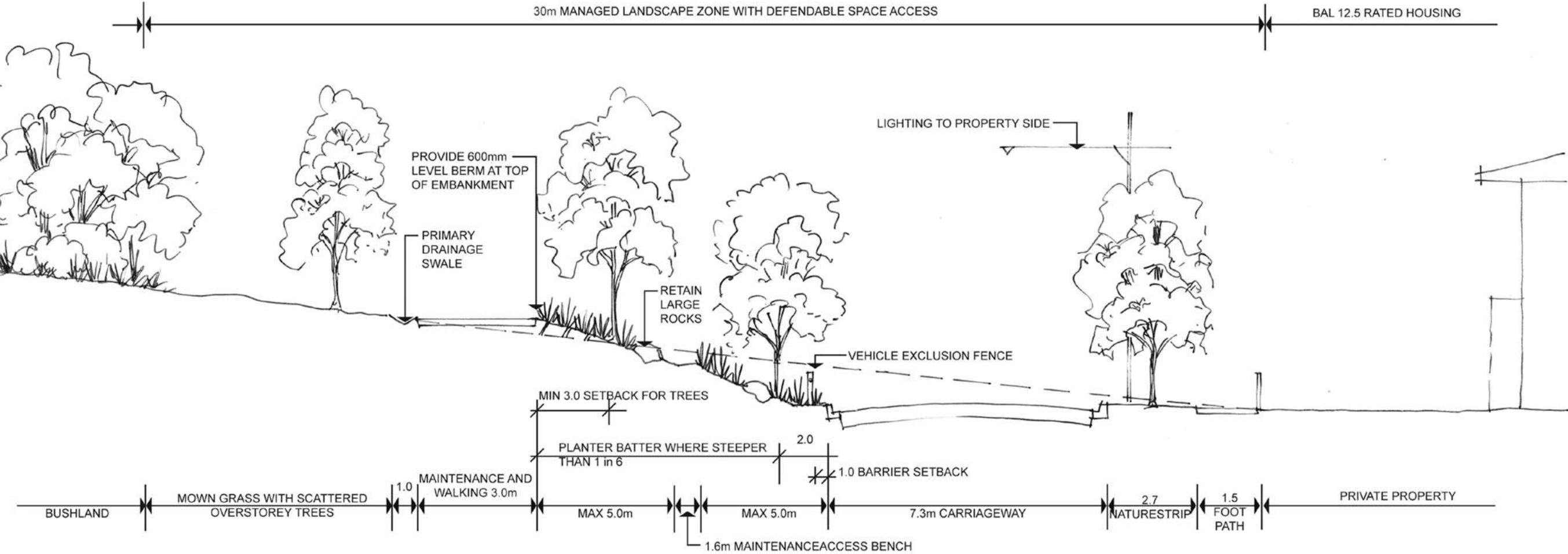
EXISTING REAR BOUNDARY LOT INTERFACE (Not Preferred)

Scale 1:100 @ A3



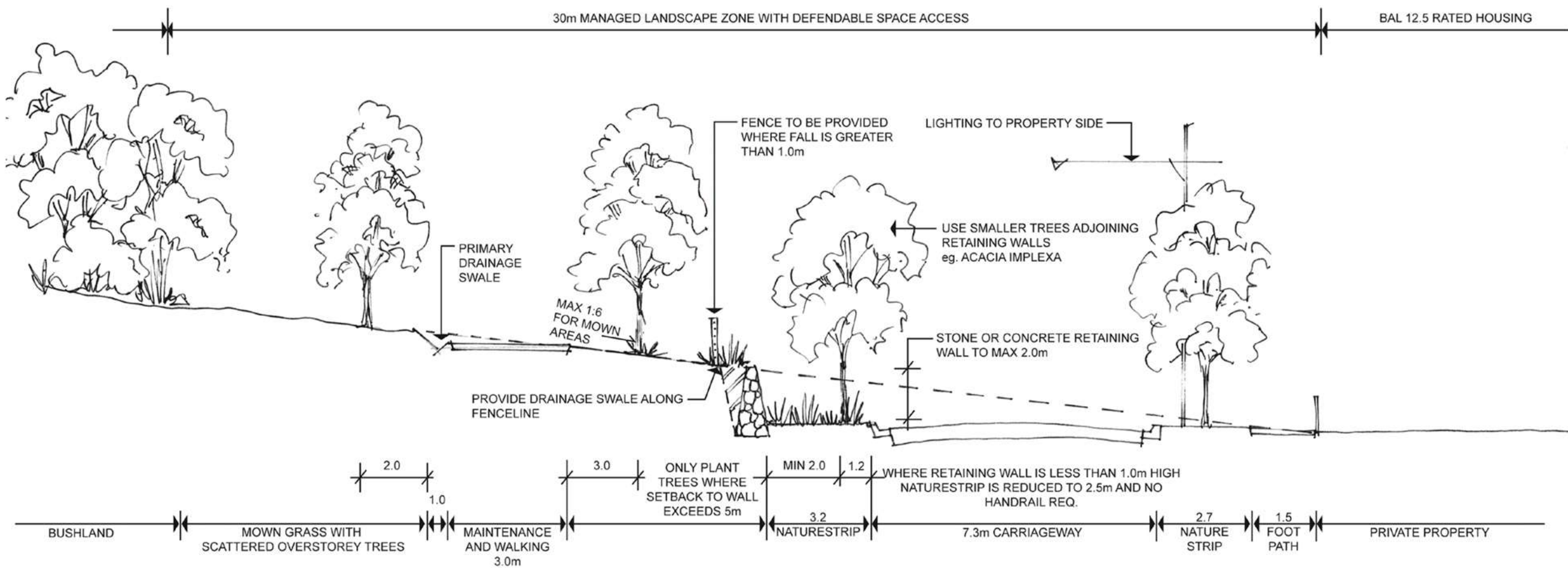
TYPE [A] – PLANTED EMBANKMENT INTERFACE

Scale 1:100 @ A3

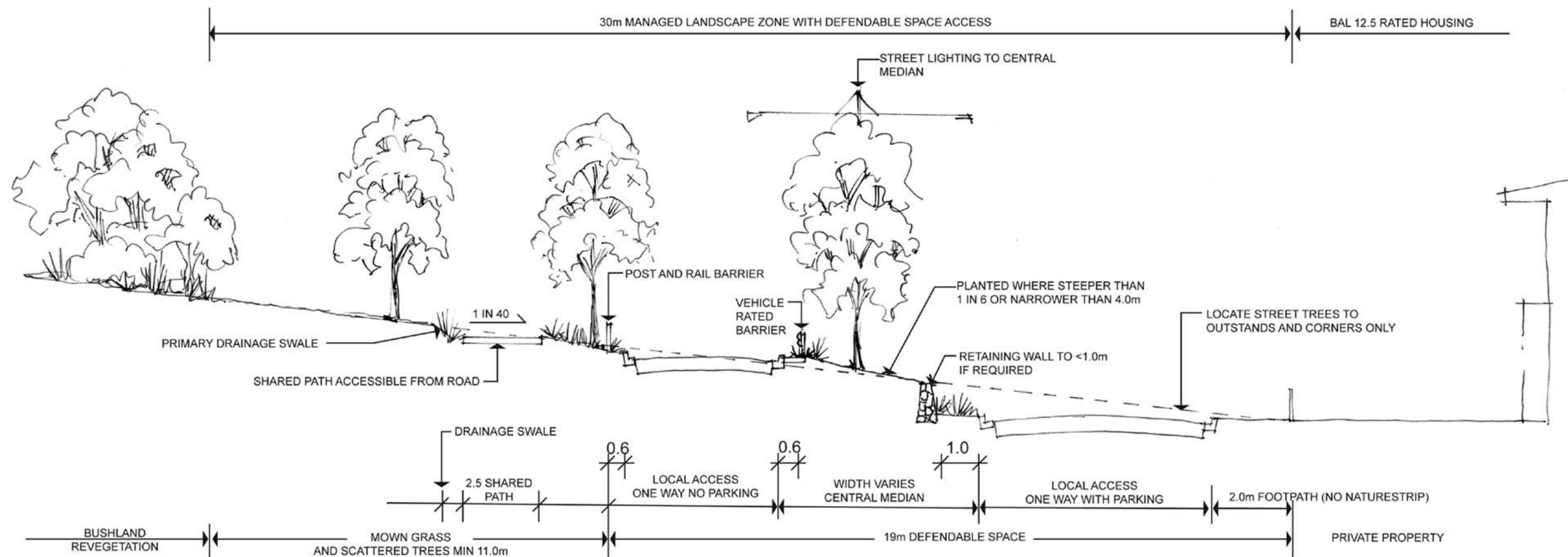


TYPE [B] – RETAINING WALL TO PARK INTERFACE

Scale 1:100 @ A3

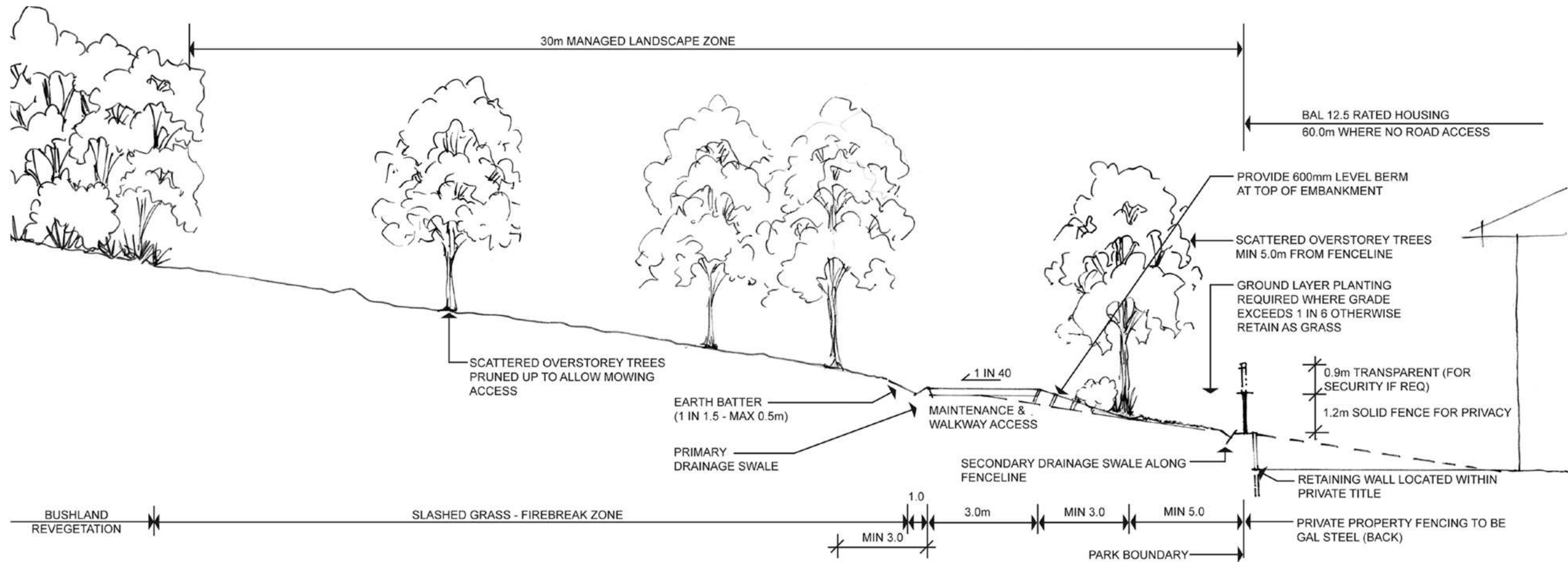


Scale 1:100 @ A3



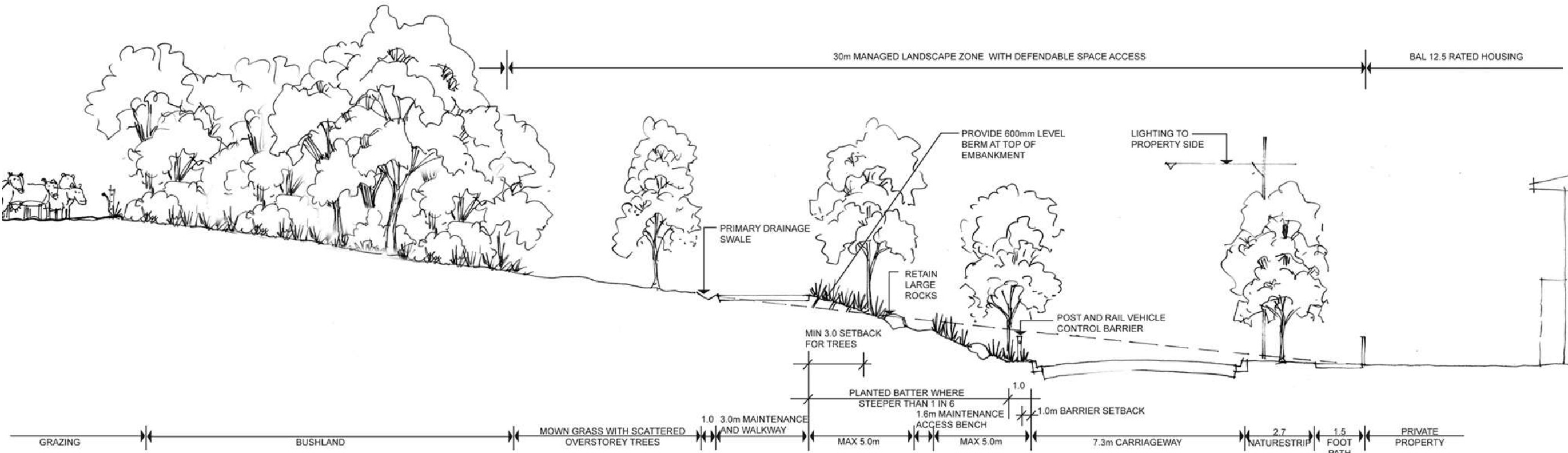
TYPE **D** – REAR BOUNDARY LOT INTERFACE

Scale 1:100 @ A3



TYPE [E] – LINEAR OPEN SPACE CORRIDOR & TRAIL ADJACENT TO LEASED GRAZING LAND

Not to scale



APPENDIX II

Park Inventory & Property Handover

PARK INVENTORY & PROPERTY HANDOVER

Address	Recommendations
McARTHURS RD – HUNTERS RD SOUTH EASTERN SECTION OF THE PARK	
No.3 1 Skyline Drive <i>No current land agreement in place</i>	<ul style="list-style-type: none">Currently for sale with a 4 bedroom house on site.When eventually incorporated into the park investigate opportunity to re-lease as a private residential property to generate income for the park.Previously suggested as potential depot site. This is not supported due to steep access into the park and proximity to adjoining residential properties.
No.4 105 McArthurs Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none">Not likely to redevelop soon due to the steepness of available developable land.When eventually incorporated into the park provide a walking trail and managed bushfire buffer zone to the south and eastern park perimeter linking McArthurs Rd through to Topaz Gve.
No.5 95 McArthurs Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none">Retain majority of land as re-leased grazing/or other rural use with strict controls on protection of environmental values and landscape amenity.Review condition of dwellings at time of transition to parkland. Investigate opportunity to re-lease as private residential property to generate income for the park.
No.6 25 Hunters Rd <i>Agreement in place</i>	<ul style="list-style-type: none">When eventually incorporated into the park establish a walking trail and managed bushfire buffer zone along the eastern park perimeter linking McArthurs Rd to Hunters Road and Simon Creek Wetland.Retain majority of property as re-leased grazing/or other rural use with strict controls on protection of environmental values and landscape amenity.No dwellings on site.
No.8 75 Hunters Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none">Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.9 80 McArthurs Rd <i>Agreement in place</i>	<ul style="list-style-type: none">Retain restricted access to Dept. of Defense site and residential dwelling both of which will remain in private ownership and will be fenced with a rural type fence.When eventually incorporated into the park develop a Small Local Visitor Entry area at McArthurs Rd entry to the park with 3-4 on road car parking spaces.Establish a walking trail and managed bushfire buffer zone to the eastern park perimeter eventually linking McArthurs Rd to Hunters Rd and Simons Creek Wetland.Retain majority of property as re-leased grazing/or other rural use with strict controls on protection of environmental values and landscape amenity.Dwelling will remain in private ownership as per S173 agreement.

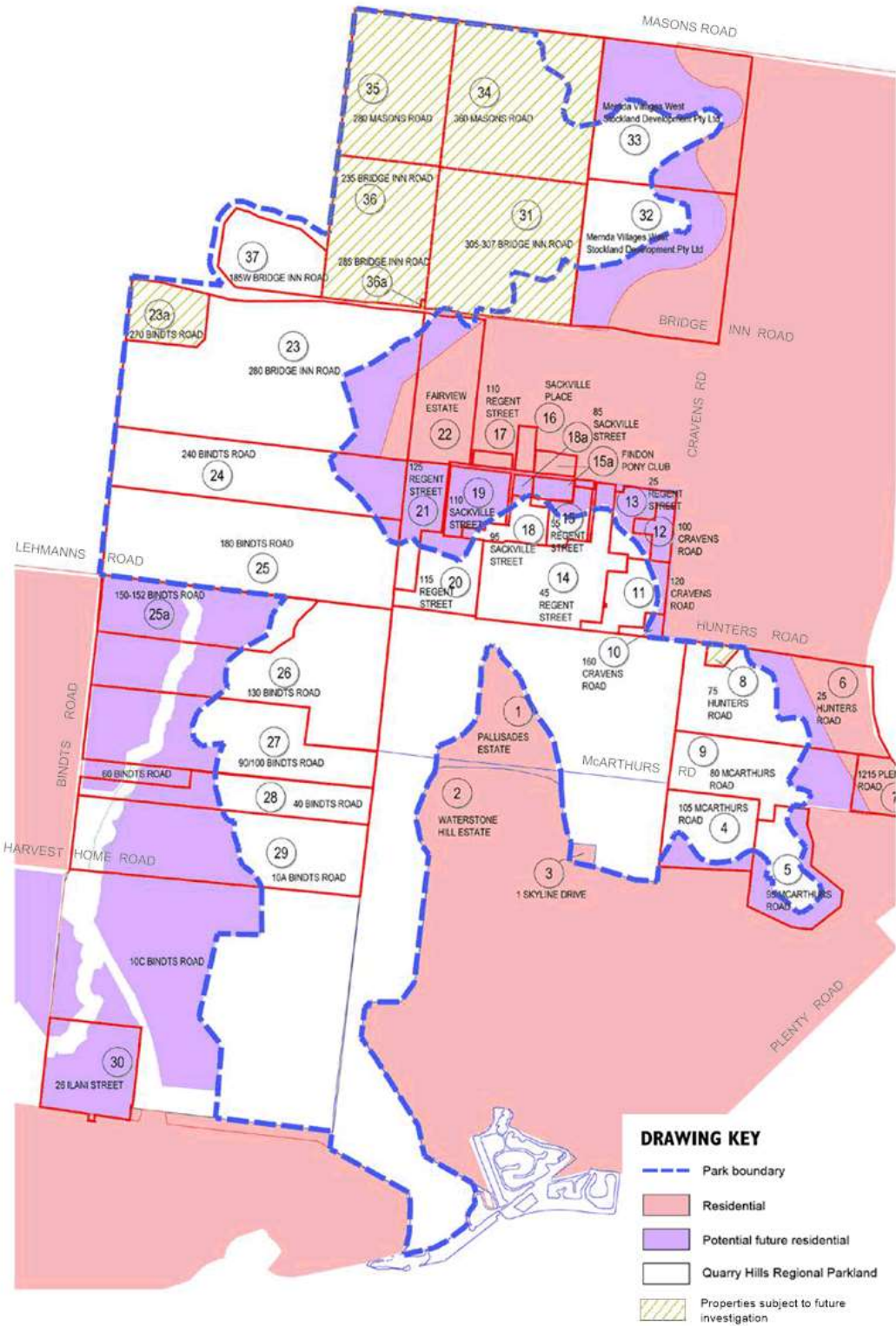


Fig.10 Quarry Hills Regional Parkland Property Addresses

PARK PROPERTY INVENTORY

Address	Recommendations
REGENT ST – CRAVENS RD CENTRAL EAST SECTION OF THE PARK	
No.10 160 Cravens Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Review condition of dwellings at time of transition to parkland ownership includes heritage building from Separation Estate. When eventually incorporated into the park control weeds and incorporate into open space at the entry to Granite Hills Park from Cravens Rd. Establish revegetation to screen views to shed. Investigate opportunities to establish complementary commercial and community based facilities.
No.11 120 Cravens Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> Review condition of dwellings at time of transition to parkland ownership – assume removal. When eventually incorporated into the park control weeds and incorporate into open space at Granite Hills Park. Provide enhanced habitat and conservation opportunities and parkland buffer to adjoining 45 Regent Street. Establish graded maintenance access into the park from the new development area.
No.13 25 Regent St <i>Agreement in place</i>	<ul style="list-style-type: none"> Development plan approved, small parcel of land in Council ownership which will have no access. Access will be via 45 Regent Street. Control weeds and incorporate into open space at Granite Hills Park. Provide enhanced habitat and conservation opportunities and parkland buffer to adjoining 45 Regent Street. Establish graded maintenance access into the park from the new development area.
No.14 45 Regent St <i>Agreement in place</i>	<ul style="list-style-type: none"> The property contains important remnant vegetation for inclusion within the park and elevated house with spectacular 360 degree views of the surrounding area. Ridgeline connections offer opportunity to develop walking trails and north-south connection for the Mernda West development area. Decommission old farm dam near northern entry and establish grassy open space around pony stables for low impact passive use taking advantage of relatively flat area. Investigate opportunity for reuse of pony stables for community group purposes e.g. outdoor playgroups / bush kinder etc. Investigate opportunity to lease or commercially redevelop the house in partnership with community groups or community service providers. Further investigate feasibility to develop site as a cultural and sustainability precinct destination, e.g. Community Environmental Park.

Address	Recommendations
No.15 55 Regent St <i>Agreement in place</i>	<ul style="list-style-type: none"> Review condition of dwellings at time of transition to parkland ownership – assume removal. Establish graded maintenance access into the park from the new development area. When incorporated into the park control weeds and incorporate into open space at Granite Hills Park. Provide enhanced habitat and conservation opportunities and parkland buffer to adjoining 45 Regent Street.
No.15A Findon Pony Club	<ul style="list-style-type: none"> To be included in the property discussions as it relates to funding / resourcing of future Quarry Hills acquisitions Proposal currently being put to senior management on sale for the purchase of 45 Regent.
No.18 95 Sackville St <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Review condition of dwellings at time of transition to parkland ownership – assume removal. When eventually incorporated into the park control weeds and incorporate into open space at Granite Hills Park. Provide enhanced habitat and conservation opportunities and parkland buffer to adjoining 45 Regent Street. Establish graded maintenance access into the park from the new development area.
No.18a 85 Sackville St <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Review condition of dwellings at time of transition to parkland ownership – assume removal. Establish graded maintenance access into the park from the new development area.
No.19 110 Sackville St <i>Agreement in place</i>	<ul style="list-style-type: none"> Small portion of property to be included in parkland as buffer to surrounding residential area, accompanying the transition to parkland with 95 Sackville Street.
No.20 115 Regent St <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Provides an important recreational and biodiversity link between the southern and northern hills. When eventually incorporated into the park control weeds and incorporate into open space as part of the link from Regent St south to Granite Hills Park. Review condition of dwellings at time of transition to parkland ownership. Investigate opportunity to release the house to generate ongoing income for the park or potential reuse as a park ranger residence when existing house within Granite Hills Park is no longer viable with future increase in public access and visitation to the new regional visitor area. Establish graded maintenance access into the park from the new development area.

PARK PROPERTY INVENTORY

Address	Recommendations
BINDTS ROAD CENTRAL WEST SECTION OF THE PARK	
No.21 125 Regent St <i>Agreement in place</i>	<ul style="list-style-type: none"> The hilltop property contains a significant stand of Manna Gums (<i>Eucalyptus viminalis</i>). Provides an important link between the southern and northern hills. When incorporated into the park control weeds and incorporate into the open space to provide enhanced habitat and recreational links from the existing open space through to Regent St. Establish graded maintenance access into the park from the new development area. Potential park node / entry point.
No.22 Fairview Estate <i>Agreement in place</i>	<ul style="list-style-type: none"> A small portion of the property (north-west corner) will be incorporated into the park.
No.23 280 Bridge Inn Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> The property contains a portion of Darebin Creek, some remnant wetland and the southern portion of the northern hills. When eventually incorporated into the park provide a walking trail and managed bushfire buffer zone to the eastern park perimeter linking Regent Street through to open space on Bridge Inn Rd at the Fairview Estate. Develop a Small Local Visitor node at the western end of Regent St with public car parking and picnic area. In conjunction with MW/DEPI undertake weed eradication and creek corridor revegetation along Darebin Creek. Retain majority of land as re-leased grazing/or other rural use with strict controls on protection of environmental values and landscape amenity. Establish graded maintenance access into the park from the new development area.
No.23a 270 Bindts Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.24 240 Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> This property contains a portion of Darebin Creek, good quality remnant River Red Gums and is part of the important east/west wildlife corridor. When incorporated into the park provide a walking trail and managed bushfire buffer zone to the eastern park perimeter linking Regent Street through to open space on Bridge Inn Rd at the Fairview Estate. Develop a Small Local Visitor node at the western end of Regent St with public car parking and picnic area. In conjunction with MW/DEPI undertake weed eradication and creek corridor revegetation along Darebin Creek.

Address	Recommendations
BINDTS RD WESTERN QUARRY HILLS PSP SECTION OF THE PARK	
	<ul style="list-style-type: none"> Retain majority of land as re-leased grazing/or other rural use with strict controls on protection of environmental values and landscape amenity. Establish graded maintenance access into the park from the new development area.
No.25 180 Bindts Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Limited developable area. Site has been subject of court action from EPA and heavily infested with weeds/potential contamination issues. Quarantine from Council park management area and restrict public access until contamination and weed control actions have been completed.
No.25a 150-152 Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> The property to be included in parkland as buffer to surrounding residential area, accompanying the transition to parkland with 130 Bindts Rd. When eventually incorporated into the park provide a walking trail and managed bushfire buffer zone to the western park perimeter. Develop a Small Local Visitor node at the end of Lehmanns Road with public car parking and picnic area. Ensure direct vehicle and pedestrian bridge access across Darebin Creek is provided to the park as part of the Quarry Hills PSP process. Establish graded maintenance access into the park from the new development area.
No.26 130 Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> Retain maintenance access to Yarra Valley Water site and Trig Point via the existing unsealed access road connecting into the future park from Harvest Home Rd. This route will eventually form the main western side public entry to the park.
No.27 90/100 Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> Short term consider re-leasing as grazing land while adjoining properties develop while ensuring an open space and trail link through to Eagle Shelter and Granite Hills Park from Darebin Creek.
No.28 40 Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> When eventually incorporated into the park provide a new regional visitor node with the park entry to be directly accessed from Harvest Home Rd. Ensure direct vehicle and pedestrian bridge access across Darebin Creek is provided to the park entry from Harvest Home Rd as part of the Quarry Hills PSP process.
No.29 10A Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> Protect areas of existing native vegetation and investigate opportunities for establishment of NetGain offset sites within the park as part of future development. Stockland has agreed in principle to implement conservation offsets / environmental improvement works in conjunction with requirements for Eucalypt Estate native vegetation offsets.

PARK PROPERTY INVENTORY

Address	Recommendations
NORTHERN SECTION OF THE PARK	
Boral Quarry 10C Bindts Rd <i>Agreement in place</i>	<ul style="list-style-type: none"> Quarry operations expected to cease in 7-10 years. When eventually incorporated into the park investigate future use of Boral Quarry pit area as a dedicated Mountain Bike, BMX park or other active recreation use. Establish walking and cycling links from the park through to Darebin Creek. Establish graded maintenance access into the park from the new development area. Investigate potential future use as a water re-use or storage facility.
No.31 305-307 Bridge Inn Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.32 Mernda Villages Estate <i>Agreement in place</i>	<ul style="list-style-type: none"> Establish local visitor area including public parking with minimum 5 spaces and graded access into the park at Everard Road. Provide walking tracks, seats and potential future lookout areas as per the endorsed plan.
No.33 Everard Rd Local Visitor Node <i>Agreement in place</i>	
No.34 360 Masons Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation. Establish graded maintenance access into the park from the new development area.

Address	Recommendations
NORTHERN SECTION OF THE PARK	
No.35 280 Masons Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.36 235 Bridge Inn Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.36a 285 Bridge Inn Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Inclusion of property within Quarry Hills Regional Parkland subject to future investigation.
No.37 185W Bridge Inn Rd <i>No current land agreement in place</i>	<ul style="list-style-type: none"> Council currently considering this parcel in the NVOP to 'lock up' for conservation purposes. Potential options for passive use. This property is owned by Council but does not include Darebin Creek. Establish the protected waterway corridor along the Darebin Creek and in conjunction with MW/DEPI undertake weed eradication and creek corridor revegetation and habitat improvement works.

APPENDIX III
A3 Plans

6.3.4 HUSKISSON RECREATION RESERVE MASTER PLAN, LALOR

Attachments: 1 Huskisson Recreation Reserve Master Plan [↓](#)

Responsible Officer: Director City Transport & Presentation

Author: Team Leader Public Realm Development

RECOMMENDATION SUMMARY

That Council endorse the Huskisson Recreation Reserve Master Plan

KEY FACTS AND / OR ISSUES

- The Huskisson Recreation Reserve master plan has been prepared to review the existing conditions and functions of the public open space and to guide future development and management of the reserve.
- Huskisson Recreation Reserve is located in the south western pocket of the municipality in Lalor. The park has traditionally been occupied as an active recreation reserve, being home to a football club, cricket club, a tennis club and more recently, a rugby club. In the last few years the 6.5 hectare park has seen a substantial loss in both sporting club participation and overall community use.
- There are multiple compounding reasons as to why the community do not frequent the reserve, with the main reasons being concerns for personal safety and dilapidated park infrastructure.
- The master plan seeks to address safety concerns by significantly improving the level of passive surveillance that occurs within the park. Converting some under-utilised areas of its' eastern edge to housing that will overlook the reserve.
- Community consultation and engagement has been undertaken on the draft master plan and strong support was received for the recommendations. The proposal to create new housing facing the park along the eastern boundary of the reserve received mixed feedback but was generally supported.
- In the fourth and final phase of consultation, the revised draft master plan was presented to the community with changes made from the feedback from previous consultations. The main changes were a reduction in the amount of area proposed for residential development, further strengthening of community use or passive use sporting infrastructure, relocation of the playspace and increased DDA access into the reserve from the Kingsway Drive entrance.

REPORT**BACKGROUND**

Huskisson Reserve is located in Lalor, east of Edgars Road and is bounded by Edgars Creek to the west. The reserve is a large parcel of open space within the Lalor / Thomastown catchment. Access to, and utilisation of, the reserve is poor, primarily as a result of it being 'tucked away' behind housing.

After receiving multiple complaints about drug use and antisocial behaviour at Huskisson Reserve, Council conducted a Community Day in August 2016 at the reserve to help promote the sporting clubs and to officially open the new playground and half sized basketball court. The purpose of the day was to entice locals to re-engage with their local public open space. The community feedback received from the day was that the new park infrastructure was fantastic however the community did not feel safe using it due to its isolation and lack of passive surveillance.

Huskisson Reserve is home to one permanent sporting club, the West Lalor Tennis Club which has been operating at the reserve for over 25 years. The Huskisson Reserve sports oval is utilised as an overflow ground only and no sporting clubs are based at the reserve. The tennis courts and pavilion are isolated and cannot be seen from either Kingsway Drive or Huskisson Drive.

The City of Whittlesea Open Space Strategy (2016) categorises Huskisson Reserve as a Municipal open space and suggested the following recommendations to improve usage;

- Major upgrade to unstructured and informal recreation facilities to improve access into the reserve and use of this existing open space by the existing and forecast community
- Investigation into providing a pedestrian bridge over Edgars Creek to link to Edgars Road Neighbourhood Park.

An analysis of the reserve identified the following key issues which were discussed with Councillors at a workshop in May 2017.

Community Safety – Addressing the very poor perception of public and community safety is critical to the success of the public open space. Providing a public environment where the community feel safe is a primary objective to all improvements.

Passive surveillance – Revitalisation of the park through improved facilities only is unlikely to be sustainable and successful without improved passive surveillance of the park.

Access – The reserve has extremely poor pedestrian and vehicle access. There are no concrete paths at any of the entrances to the reserve. The main vehicle access is between two residential properties and is permanently locked up via a gate. There is no direct access from Edgars Road to the reserve as the Edgars Creek prevents any connection.

Visibility – The reserve is not directly visible from any of the four perimeter roads or from the small shopping complex on Kingsway Drive.

Aged Infrastructure – Existing community infrastructure such as sporting pavilions, cricket nets and tennis courts are aged and require a full redevelopment to bring them in line with current industry standards and community requirements.

Community Ownership – There is currently very limited or no sense of community or sporting club ownership over the reserve.

Future of active recreation – The site has traditionally been utilised as an active recreation reserve, housing multiple sporting clubs. Clubs have evolved and now require two sportsgrounds to remain viable. The ability of the reserve to accommodate active recreation is questionable.

Connecting Public Open Space – New development is occurring to the north of Huskisson Reserve. This is an opportunity to enhance the connection between Pacific Epping, Deveny Road Precinct and Huskisson Recreation Reserve via the Edgars Creek corridor.

PROPOSAL

The Huskisson Recreation Reserve master plan will guide the future use and development of the reserve to ensure it can function as a high-quality park with inviting landscape features, amenities and programmed use.

The master plan key objectives are to:

1. Improve safety and promote increased activity within the reserve.
2. Create a more accessible community and social hub.
3. Upgrade sporting infrastructure and facilities.
4. Improve the natural environment and connection to Edgars Creek.
5. Establish an attractive and well maintained reserve.

A key feature of the master plan is to reconfigure the reserve layout from having only a 14% active frontage to a 35% active frontage. The higher active frontage promotes passive surveillance and in turn increases levels of perceived personal safety. This would also see a loss of approximately 9% of the existing public open space (approx. 0.57Ha).

The key recommendations and ideas presented to the community to achieve these objectives can be found in detail in Attachment 1.

The key recommendations of the master plan are:

- Establish new road and residential housing facing into the reserve to improve passive surveillance and public safety in the reserve
- Improve pedestrian and cyclist access into the reserve by constructing 3 metre wide concrete paths with links to Kingsway Drive and Deveny Road.
- Provide new picnic facilities including new shelters, BBQs and seating for large families, community groups and Bush Kindergarten.
- Relocate and expand the existing playground
- Install a pedestrian and cyclist bridge over Edgars Creek to connect Edgars Road to Huskisson Reserve.
- Provide additional indigenous tree planting to increase shade cover within the reserve.
- Advocate with Melbourne Water on the landscape quality and revegetation opportunities for Edgars Creek.
- Create an open grassed area that supports overflow and informal community sporting uses that includes a cricket pitch, soccer goals, football goals, and a new shelter.
- Relocate the fitness stations and provide more along the 3.0m wide shared paths.
- Upgrade the West Lalor Tennis Club facilities to include six courts, hot-shot courts, new lighting and new pavilion with publicly accessible public toilet facilities.
- Provide new multi-use hard stand courts which can be used for netball, basketball and other hand ball games.
- Extend and upgrade existing Kingsway Drive car park and provide DDA compliant ramp access into the reserve

The intention of a staged master plan implementation approach is to allow key priorities to be delivered early while other actions can take affect at a later stage when it is more suitable and practical.

CONSULTATION

The community and stakeholder consultation sought to demonstrate how Huskisson Recreation Reserve could be transformed into an active and welcoming park by focusing on increased activation, access and improving safety at the reserve through residential development around the inactive edges of the park. The community consultation and engagement process has included:

Phase 1 – Initial discussions with stakeholders and community

March 2017 - The engagement included an onsite school workshop, one pop up consultation event at the Lalor Hub, external and internal key stakeholder meeting and an online and hard copy survey. The consultation revealed that many community members do not feel safe in Huskisson Reserve and that the park is a primary location for drug use and distribution.

Phase 2 and 3 – Draft master plan consultation

Undertaken in September 2018 at the Lalor Library with residents and the community who are near or immediately adjacent to the reserve. The scope of the engagement was focused primarily on recommendation 7 – Establish new road and residential housing facing into the reserve to improve passive surveillance and public safety in the reserve however conversations regarding the broader Huskisson Recreation Reserve were also discussed in detail.

Undertaken in October 2018 - To seek the wider community's comments and feedback on the draft master plan the following was undertaken:

- Letter drop including a copy of the draft master plan to 6,900 properties within a 1.5km radius of Huskisson Recreation Reserve inviting comment or feedback on recommendations.
- Letter or email including a copy of the draft master plan issued to 30 local community groups or organisations
- Social media posts on various platforms
- Inclusion in the weekly leader Council Column
- Presence on the City of Whittlesea – Have Your Say website
- Interactive map via Social Pin Point to allow specific comments on key recommendations
- A pop-up information session on Saturday 6th October at the Lalor Hub Shops between 11am and 2pm.
- Attendance at the West Lalor Tennis Club Open Day on 30 September 2018.
- Sign boards erected at Huskisson Recreation Reserve.

Phase 4 – revised draft master plan consultation

Undertaken in February 2019 to seek community's comments on changes made to the draft master plan after Phase 2 and 3 of community consultation. The key change to the master plan was that the amount of residential development proposed along the edge of the reserve had been reduced. Consultation activities included a:

- Letter drop including a copy of the draft master plan to properties within a 500m radius of Huskisson Recreation Reserve inviting comment or feedback on recommendations.
- Letter or email including a copy of the draft master plan issued to 30 local community groups or organisations
- Social media posts on various platforms
- Presence on the City of Whittlesea – Have Your Say website

- A pop-up information session on Wednesday 27th February at the Huskisson Recreation Reserve Pavilion between 4pm and 7pm.
- Attendance at the West Lalor Tennis Club general meeting.
- Sign boards erected at Huskisson Recreation Reserve and local activity areas.

The pop up session was a great opportunity for local residents to see how their feedback from the previous phase of consultation was considered and actioned in the revised draft master plan. People were able to see the direct changes and also provide comment on areas where they felt the plan had strengths and weaknesses. The pop up session also encouraged locals to meet other locals and share views on how the reserve used to historically function and how they would like to see it improved for future use. Over 23 people attended the session and conversations varied from small group discussion to one on one conversation.

The three running themes captured from local residents' comment and feedback from the afternoon included:

1. Reduction of potential housing – feedback from the phase 3 consultation had been addressed through the reduction of land recommended for residential development. Although there were still some mixed opinions on the recommendation, there was more support for the area shown in the revised draft master plan.
2. Shared and flexible use – With the recommendation to remove the existing aged pavilion, the remaining infrastructure in the reserve should cater for a variety of mixed uses and encourage more passive recreation uses as opposed to active recreation.
3. Positivity for Change – recognition that change is required within the reserve and its surrounds in order for more people to use the reserve. The Lalor area is changing and the reserve will need to change too. Majority of the recommendations contribute to making the reserve a fantastic place to visit.

Key findings from the final consultation and engagement phase:

1. Mixed opinions regarding the potential loss of public open space in the Lalor area as a result of converting the edge of the park to housing. It was recognised that the reduced area recommended for residential development was an improvement from the previous version of the draft master plan.
2. It was suggested that if majority of the ideas/recommendations are implemented up front then the reserve will see increased use and will also result in increased passive surveillance without having to potentially lose public open space to roads and housing.
3. General concern that Council will not commit to improving the reserve as minimal asset renewal has occurred in the reserve over the past 15 years.
4. Reassess the configuration and layout of the tennis club redevelopment to allow for a stronger connection between the pavilion, public accessible toilet and community sport field.
5. Provide community use cricket practice nets.

Key findings 4 and 5 above have been addressed in the master plan following the consultation period.

FINANCIAL IMPLICATIONS

The estimated budget required to implement the draft master plan recommendations and actions is subject to further design development; however initial estimates place the cost at \$8.1 million (including full redevelopment of the West Lalor Tennis Club Pavilion and six tennis courts which is estimated at \$4.2M).

Revenue generated from housing conversion is proposed to be reinvested back into the reserve to in part offset the costs of the master plan implementation. It is estimated that the footprint for housing within the reserve will create nine allotments (approx. 350m² to 380m² in size) and realise an estimated return to Council of \$1.35M.

Revenue generated would be subject to the method of sale that Council may potentially pursue. Options include Council undertaking the subdivision development, or selling a consolidated single land parcel with a planning permit to a prospective developer. Design guidelines for the housing and subdivision will be developed under this scenario to underpin quality design and partly address concerns of adjoining residents.

The master plan action items have been assigned a priority for delivery which will be reflected in the forward New Works Program. High priority actions will be earmarked for budget consideration in the 2020/21 financial year.

Some action items such as the shared path from Kingsway Drive to Deveny Road are already in the New Works Program and are scheduled to be delivered in the 2019/20 financial year.

There are opportunities to seek State Government funding from grants such as the Growing Suburbs Fund, Safer Communities Fund and Sports and Recreation Victoria – Community Sports Infrastructure Fund to aid funding the implementation.

POLICY STRATEGY AND LEGISLATION

A number of existing strategic planning documents, policies and strategies have influenced the Huskisson Recreation Reserve Master Plan. A review and summary of each including any key directions relevant to the reserve and proposed Actions is included as an Appendix to the attached master plan. The documents reviewed are as follows:

- Whittlesea 2040 – A place for all
- Active Whittlesea Strategy 2019-2028
- Open Space Strategy 2016
- Playspace Planning Framework and Policy 2013-16
- Tennis Strategy 2013-2018
- Draft Multiple Sports Strategy 2017-2026
- Natural and Built Shade Policy
- Heatwave Plan

LINK TO STRATEGIC RISKS

Strategic Risk *Life Cycle Asset Management - Failure to effectively plan for the construction, on-going maintenance and renewal of Council's assets*

The Huskisson Recreation Reserve master plan project was undertaken to review the existing conditions and effectively plan for the future development and management of the reserve. As part of this, the master plan addresses the future use and development of Huskisson Recreation Reserve to ensure assets are upgraded, renewed or replaced.

Strategic Risk *Community and Stakeholder Engagement - Ineffective stakeholder engagement resulting in compromised community outcomes and/or non-achievement of Council's strategic direction*

One of the themes emanating from the multiple consultation phases was a general concern that Council will not commit to improving the reserve as minimal asset renewal has occurred in the reserve over the past 15 years. The master plan provides the community with direction and outlines actions which can be delivered to implement the master plan.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Liveable neighbourhoods
Whittlesea 2040 Key Direction	Well-designed neighbourhoods and vibrant town centres
Strategic Objective	We have open spaces that are welcoming and safe for public gathering
Council Priority	Planning and Infrastructure

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

Following extensive consultation with the community, a master plan has been prepared to guide the direction and future development of Huskisson Recreation Reserve. It responds to the issues and constraints identified, including poor perception of safety, and sets out a plan for high quality public open space creating an attractive and welcoming environment for the broader Lalor community.

RECOMMENDATION

THAT Council resolve to endorse the Huskisson Recreation Reserve master plan

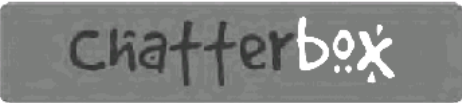




The *Huskisson Recreation Reserve Master Plan* has been prepared for Whittlesea City Council by ACLA Consultants in association with Chatterbox Projects.

Version	Revision	Date
Draft	V1	August 2017
Revised Draft	V2	March 2018
Final Draft	V3	April 2019

The adoption of the *Huskisson Recreation Reserve Master Plan* by Council does not constitute a decision to proceed with any identified opportunities. It provides a long-term concept to guide decision making and will be subject to future decisions and funding considerations by Council.



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Existing native vegetation at Huskisson Recreation Reserve. Image: ACLA.

Chapter 1: Background

Introduction

Overview

Huskisson Recreation Reserve in Lalor is a 6.5ha reserve, one of the City of Whittlesea’s municipal open spaces located in an established urban area of the municipality, approximately 20km north of Melbourne’s CBD and 1km west of Lalor Train Station.

Huskisson Reserve is surrounded by residential development and is not highly visible or accessible which lessens opportunities for passive surveillance and inhibits safe community use. Under Council’s Open Space Strategy 2016 the reserve is cited for a major upgrade to its unstructured and informal recreation facilities to improve access and the use of this open space by the existing and forecast community.

Huskisson Recreation Reserve is bounded on the west by the Edgars Creek corridor which is identified as a future waterway corridor for environmental improvement and also forms part of the Municipality’s linear open space network. The Open Space Strategy 2016 also recommends investigating the provision of a pedestrian bridge over Edgars Creek into the reserve from the Edgars Road Neighbourhood Park as well as working in consultation with Melbourne Water to determine a route for the shared trail along Edgars Creek.

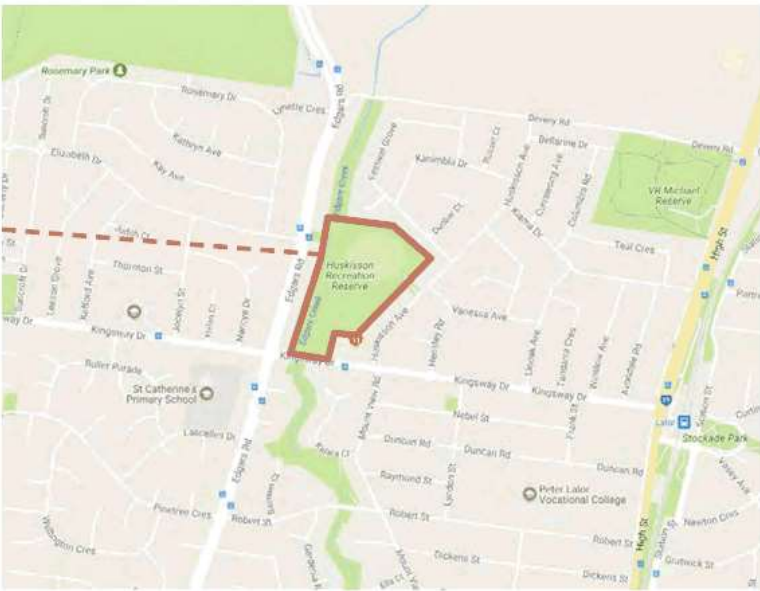


Master Plan Aims

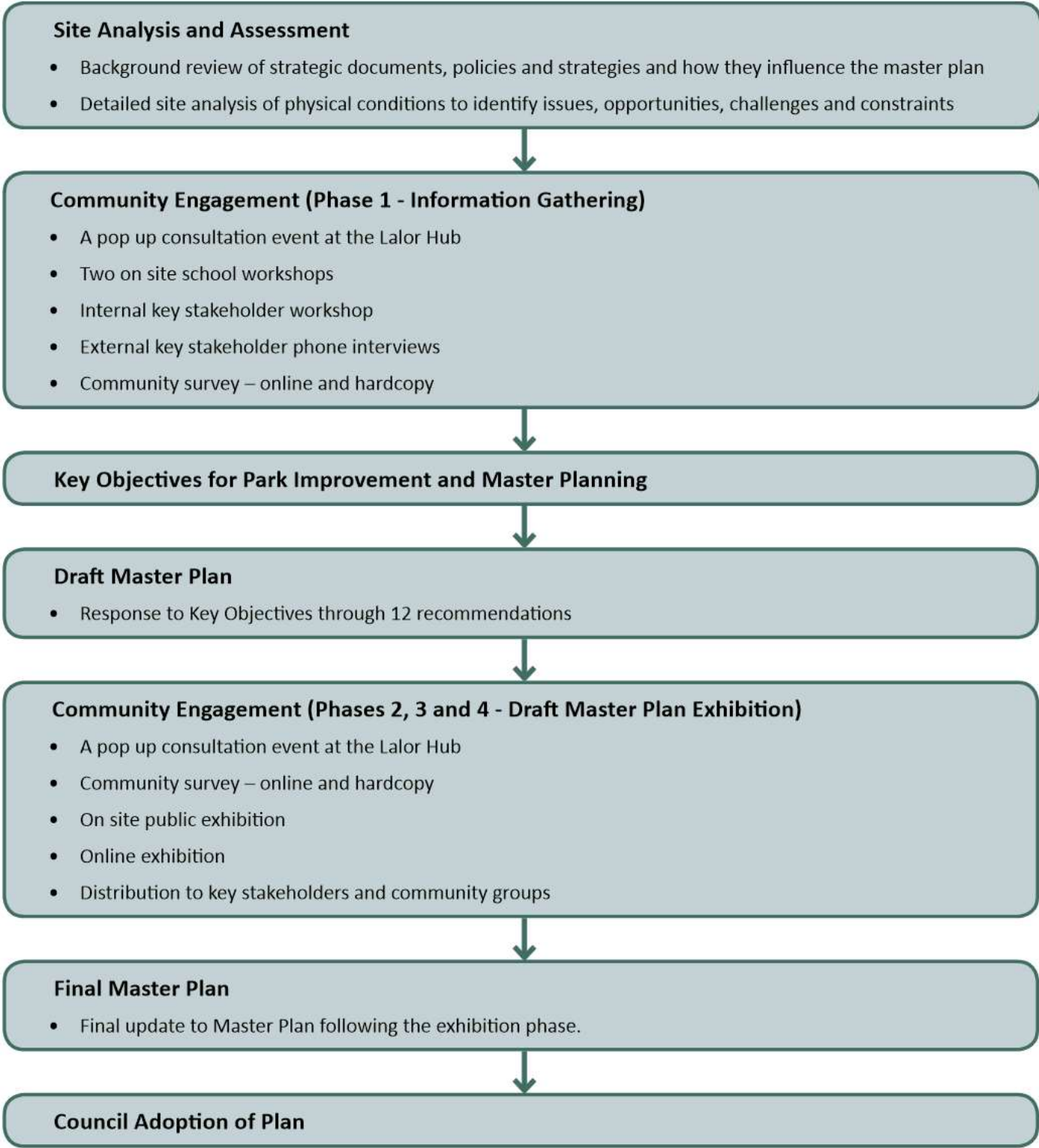
The aim of this master plan is to address the reserve’s structure at a holistic level and suggest future works which will comprehensively improve its fundamental function, taking into account the current and future needs of the community.

The master plan endeavours to:

- Create a safe and inclusive, highly accessible reserve that supports and encourages use by people of all ages and abilities.
- Inform future capital works, as stand-alone projects, or staged with a logically cumulative sequencing.
- Promote environmental sustainability through ecological conservation and improvement, increased tree canopy cover and water sensitive urban design.
- Improve community safety through a well-considered functional layout as well as adherence to CPTED principles.



Project Method



Edgars Creek from top of embankment in Huskisson Reserve. Image: ACLA

Background Information Review

Strategies and Plans

A number of existing strategic planning documents, policies and strategies have influenced the Huskisson Recreation Reserve Master Plan. A review and summary of each including any key directions relevant to the Park is included in Appendix 1 for further information. The documents reviewed are as follows:

City of Whittlesea

- Whittlesea 2040 – A place for all
- Active Whittlesea Strategy 2019-2028
- Open Space Strategy 2016
- Playspace Planning Framework and Policy 2013-16
- Tennis Strategy 2013-2018
- Draft Multiple Sports Strategy 2017-2026
- Natural and Built Shade Policy
- Heatwave Plan

Councils of Banyule, Darebin, Hume, Moreland, Nillumbik and Whittlesea

- Northern Regional Trails Strategy 2016

Melbourne Water

- Shared Pathway Guidelines





Huskisson Recreation Reserve car park. Image: ACLA.

Chapter 2: Site Analysis and Assessment

Introduction



Huskisson Recreation Reserve currently faces a number of issues retarding its potential use by the community. There are a number of fundamental problems with the site’s structure affecting how it currently functions. This section of the plan provides a summarised analysis of these existing conditions. The purpose of the analysis is to provide relevant information on issues and deficiencies identified by the project team ensuring recommendations to mitigate these can be implemented and constructed logically.

The analysis covers a number of areas which include:

- Access and safety;
- Community infrastructure and social amenities;
- Car parking;
- Environment and landscape;
- Sporting infrastructure and facilities; and
- Park maintenance.

SITE FEATURES

- | | |
|---|----------------------------------|
| A Car Park | F Half Basketball Court |
| B Lalor Hub Shops | G Edgars Road Neighbourhood Park |
| C Jacaranda Kindergarten | H Cricket Nets |
| D West Lalor Tennis Club | I AFL / Cricket Oval |
| E Bosque Planting
sp. <i>Eucalyptus polyanthemos</i> | J Sport Pavilion |

LEGEND

- | | | | |
|--------------------------|------------------------|-------------------------|---------------------------------|
| Photo View | Waterway | Existing BBQ | Existing Bench |
| Existing Property Fence | Pedestrian Desire Line | Existing Picnic Setting | Existing Litter Bin |
| Existing Concrete Paving | Rear of Properties | Existing Bus Stop | Existing Fitness Equipment |
| Future Shared Path | Existing Goal Post | Existing Light Pole | Existing Maintenance Gate |
| Existing Timber Bollards | Existing Scoreboard | Existing Sport Light | Existing Accessible Car Parking |
| Existing Log Barriers | Existing Coach Box | Existing Seat | Existing Gate |

Site Analysis

Access and Safety

Access and safety are the two main issues affecting how Huskisson Recreation Reserve functions. The space faces significant physical and social barriers to continuous use. It is surrounded on the east and north boundaries by residences backing onto the reserve. To the west, Edgar’s Creek poses another significant barrier with houses on Edgars Road backing onto the creek and the reserve as well. To the south the Jacaranda Kindergarten and Lalor Hub shops visually and physically hinder access from Kingsway Drive. All this amounts to very little passive surveillance of the reserve and its visual isolation makes antisocial behaviour prominent.

Physical access is also limited. Pedestrian access from the car park servicing the Kindergarten and the West Lalor Tennis Club only leads to the club facilities, not into the reserve. There is also no pedestrian access to the reserve from Edgars Road, no shared path along Edgars Creek and no internal path network. DDA compliance where steep embankments exist and universal access is also an issue.

Vehicle access to the pavilion car park is often restricted to prevent illicit activities. The access gate is usually locked and the vehicle exclusion fence and bollards either side of the gate are often rammed and damaged by cars.



View of Huskisson Reserve from Kingsway Dr



Properties backing onto the Reserve



Edgars Road Neighbourhood Park

Community Infrastructure and Social Amenities

Huskisson Reserve has had a relatively recent upgrade to its community infrastructure including a new playground, social gathering space with BBQ and shelter, basketball half court and outdoor exercise equipment. A bosque of Eucalyptus polyanthemus is planted to the south of these new facilities.

The Edgars Road Neighbourhood Park located on the west side of Edgars Creek can be seen from within the reserve and also has an old playground with combination units, swings, slides and rockers. The playgrounds are within 200m of each other, however with no direct pedestrian bridge access over Edgars Creek from the neighbourhood park to Huskisson Reserve, the playgrounds service different communities. Should a bridge be constructed the older of the two playgrounds would become redundant.

Park furniture in Huskisson Reserve consists of two benches, a seat, a picnic setting, litter bin and drink fountain. Furniture is limited to the new playground area.



New playground, social gathering space with BBQ and shelter, basketball half court, outdoor exercise equipment and tree bosque

Site Analysis

Car Parking

Car parking at Huskisson Reserve is provided in two locations. The car park to the south of the reserve, accessible from Kingsway Drive, services the West Lalor Tennis Club and the Jacaranda Kindergarten. It comprises an asphalt surface with treated pine log barrier vehicle exclusion fencing. There are thirty line-marked parking spaces including two accessible parking bays. Maintenance access to the Kindergarten is provided through the car park. The north-west corner of the car park is within Melbourne Water’s 1 in 100 year flood line.

The second car park is associated with the sports pavilion and is located south-east of the oval, accessible from Huskisson Avenue via an access road and entry gate. The pavilion car park also has asphalt surfacing with forty-seven line-marked parking spaces including one accessible bay. A maintenance access gate to the reserve is provided south of the pavilion.



Timber bollards around pavilion car park



Kindergarten / Tennis Club car park



Embankment between reserve and car park

Environment and Landscape

Huskisson Recreation Reserve’s landscape is generally characterised by open grass areas and self-contained garden beds with mature trees mostly to the north of the site. As the Reserve is adjacent Edgars Creek, it contains two Environmental Vegetation Classes, both Plains Grassy Woodland (VVP EVC 55_61) and Creekline Grassy Woodland (VVP EVC 68). While most of the planting on site is native it is confined mainly to the north of the oval and the rest of the reserve is lacking vegetation resulting in few refuges for shade. An exception is the bosque of Eucalyptus polyanthemus planted near the playground which, though small now, could offer shade in the future.

Edgars Creek is an open grass channel next to the site however south of Kingsway Drive it flows through a concrete channel until reaching Ziebell’s Farmhouse. There is a Friends of Edgars Creek group that perform management and enhancement of Edgars Creek however the area they are concerned with is between Edwardes Lake Reservoir and the Merri Creek in Coburg. Consequently the northern reaches of the creek are far more degraded and less ecologically and hydrologically sound.



Mature trees north of the oval



Edgars Creek open grass channel



Mature trees and large dense shrubs

Site Analysis

Sporting Infrastructure and Facilities

There are two main sporting facilities present in the reserve: (1) the tennis courts and clubhouse used by the West Lalor Tennis Club; and (2) the sports pavilion and oval. The Darebin Charges Cricket Club is currently the only sporting club using the pavilion and oval. There are also cricket practice nets south of the oval in poor condition with two bays and concrete surfacing. New outdoor exercise equipment has also been installed near the new playground/picnic area.

The tennis club has four courts and is located at the south end of the reserve. To the west of the club the land falls away steeply to the creek making access difficult. The current arrangement of fences also mean there is a spine of unused space to the south and east of the club area.

The sports pavilion is an aged facility and requires upgrading or replacement to bring it in line with current standards and community expectations. The football/cricket oval is surrounded by low galvanised chain mesh fencing and has two coaches' boxes, a scoreboard and sports lighting. The alignment of the field and cricket pitch do not conform to the recommended north-south orientation for these sports.



Cricket practice nets



Sports oval with fencing and lighting



Outdoor exercise equipment

Park Furniture and Maintenance

Huskisson Reserve faces a number of maintenance issues due to illegal activity. Used syringes are often found throughout the reserve including the oval playing surface and within the playground mulch. Council maintenance regimes are not able to effectively reduce the risk and often parents and clubs perform a sweep of the area before use.

Council's maintenance team are responsible for most of the reserve however Melbourne Water also perform maintenance works along Edgars Creek. Melbourne Water undertake grass mowing along the top of the bank and along the grass corridor as well as remove rubbish and debris from in and around the natural waterway channel every three months. They also mow the steep bank of the waterway, down to the channel, every six months.



Used syringes sometimes found on oval



Steep grass bank between reserve and creek



Dead trees in garden bed



School Ideas Workshop with Lalor Gardens Primary School students. Image: ACLA

Chapter 3: Community Engagement - Phase 1 - Information Gathering

Consultation Summary Results - Phase 1

Introduction

This section provides a summary of consultation activities undertaken and an overview of the key findings and priority areas identified to inform the future development of Huskisson Reserve. These summaries are extracted from the *Huskisson Reserve, Lalor Community Engagement Report, March 2017*. Refer to Appendix 2 for the full report.

The following consultation activities were designed and undertaken to collect information on the needs of current and future users of the reserve:

- Commencement meeting with the project manager
- A pop up consultation event
- Two on site school workshops
- Internal key stakeholder workshop
- External key stakeholder phone interviews
- Community survey – online and hardcopy

Pop Up Event

Due to the possibility that the community would have reservations coming to Huskisson Reserve due to known unsociable behaviour, the Pop Up Consultation event was held at the Lalor Hub, a small shopping centre on Kingsway Drive on Saturday 25 February between 10am and 1pm. There was free face painting and morning tea for those who attended.

The project team engaged with approximately 40 people at this pop up, 35 of whom completed a survey. Many people engaged at this pop up event were not even aware that there was a reserve nearby as it is not visible from Kingsway Drive or Huskisson Avenue.

School Ideas Workshops

Two school workshops were held with Lalor Gardens Primary School students at Huskisson Reserve on Wednesday 22 February. The workshop was held to enable students who had not been before to see the reserve before providing their feedback. There were two workshops with 20 students in each.

During the workshop students filled in a survey, drew their ideal park and engaged in some great discussions about what makes a good local park.

Community Survey

A survey was developed to seek input from user groups and the local community on the development of a Master Plan for Huskisson Reserve. A total of 109 responses were received. The results from these surveys as well as children’s drawn designs are detailed in the *Huskisson Reserve, Lalor Community Engagement Report, March 2017* (Appendix 2) and were used to generate recommendations for the master plan.



Consultation Summary Results - Phase 1

Key Stakeholder Engagement

A range of internal Council staff and external sporting groups were consulted as part of the key stakeholder engagement.

Internal Key Stakeholder Workshop

A workshop was held with staff from internal council departments to discuss Huskisson Reserve. The main issues, barriers to community use as well as strengths were identified as follows:

- Poor access was identified as a barrier to use
 - Lack of paths into and across the reserve
 - The steep embankment adjacent Edgars Creek
 - Lack of bridge access from Edgars Road.
- Visibility was identified as one of the main challenges
 - Poor visibility from surrounding roads
 - Lack of passive surveillance
 - Isolated due to houses backing onto the reserve
- The reserve is underutilised by the community
 - Antisocial behaviour and drug use make the community feel unsafe
 - The community do not feel ownership of the reserve
- The reserve does have potential
 - There are a large number of possibilities due to the space available
 - The playground, Edgars Creek and tennis courts were also listed as great assets

External Key Stakeholder Engagement

Of the external stakeholders contacted, phone interviews were undertaken with representatives of the Lalor West Tennis Club and Darebin Chargers Cricket Club. The Mernda Dragons Rugby Club is no longer located at Huskisson Reserve.

Lalor West Tennis Club

The West Lalor Tennis Club (WLTC) currently has four courts and a small pavilion. The club provided extensive information about their club including membership numbers, growth in use of the courts, their observations of community use of Huskisson Reserve and other information which assisted in understanding their future needs.

They currently have 333 members including Juniors, Seniors, Masters/Veterans, Recreational members and Social members. There are currently no Sub-Junior (Hot Shots) members. There are a number of programs and competitions currently run at the club through the year.

The WLTC is participating in Tennis Victoria's Opening Tennis program which has seen the introduction of an online booking system (Book a Court) and automatic gate access. Other improvements to the club include new lighting to the synthetic grass courts, a new access door to the pavilion and a new electronic lock on the main pavilion door. These upgrades have seen casual use of the courts increase significantly as 'Book a Court' users now have access to the club's toilet facilities and there is pin access to the pavilion for members' use and community group hire.

Darebin Chargers Cricket Club

The Darebin Chargers Cricket Club have relocated to Huskisson Reserve from Darebin. They prefer to be at Huskisson Reserve as most of their members live in the area.

They currently have 30 members and train Wednesday Nights. They also ran a Milo Program this year with 15 children and expect this to grow in 2017.

Their 1st and 2nds play on Saturdays and the 3rds on Sundays.

They would like to see some new cricket nets as two of the current nets have no matting. They would also like to see more lighting and shelter to protect the players.

They enjoy playing at Huskisson and would like to have the ground all year round to enable them to play in the Winter Cricket competition.



Consultation Summary Results - Phase 1

Current Use Summary

Consultation with a diverse range of people from the local area revealed that many community members do not feel safe using Huskisson Reserve due to its isolation and reputation as a common location for drug use. Usage by the community and sporting groups were noted as follows:

- Numerous people consulted at the Lalor Hub pop up event did not know the park existed as it is not visible from either Kingsway Drive or Huskisson Avenue.
- Many members of the Lalor West Tennis Club feel unsafe coming and going from the courts and accessing the car park.
- The Darebin Charges Cricket Club is currently the only other sporting club that uses the reserve. The cricket club are keen to stay on using the reserve, and suggested that they would like to be allocated the ground for 12 months of the year to enable them to play in the Winter Cricket competition.
- Recently a social football team has been allocated the ground, however they only play there once every three weeks, and do not bring the community to the ground.
- Neither the church nor the Jacaranda Pre-school on Kingsway Drive use the reserve, despite being located on the edge of the reserve. The church went as far as installing a basketball net within the car park in preference to accessing the one in the reserve.
- The installation of the new playground has increased the use of the reserve, however the few people we spoke to who were using the playground during the week indicated that although they love the new playground, they do not feel safe due to its isolation and lack of passive surveillance.

"Never knew there was a park here"

"It's very unappealing, and unkempt"

"Reserve is very isolated so I often feel unsafe late in afternoon"

"Huskisson Reserve is very dangerous at night as it is so secluded"

"Access is hard, no toddler access to playground, cars doing burnouts and dodgy things in the entry way, SAFETY, can't see the park, we used to go but not anymore"

"Once visibility & access is improved the surveillance also improves, therefore parklands will always be accessible & reasons for locking up the park will not be required"

"Access roadways, walking tracks will generate more use of the parklands, residential properties facing the parklands could also improve visibility & security, disability access is a must."

Community Vision

The community has indicated that they would like to have places to gather and enjoy with their family and friends, such as sheltered picnic areas and more BBQ's. They would like a park with walking paths and exercise equipment. They would like to see more people using the park so that they feel safe doing so themselves. They would like to see a bridge over Edgars Creek in order to improve access to residents living on the Edgars Road side. The community would like to see a park that is safe for them all to visit and where they can connect with their local community.

Recommendations

The master plan will need to look at significant changes if the reserve is ever going to be used by the community in greater numbers. The reserve requires new and improved access to assist with awareness of its presence as well as increasing its visibility. Simply adding new elements to the park without addressing the issues of the park's isolation and the lack of passive surveillance will not work in this instance. The park has a long history of crime and drug use and will continue to do so, especially at night, if these are not addressed.

The following elements are recommended to be included in the Huskisson Reserve Master Plan, taking into consideration feedback from key stakeholders, council staff, police and the community. Please note: some of these recommendations are outside the scope of a masterplan however are important to improving the community's access to the reserve:

Consultation Summary Results - Phase 1

Short/medium term:

- Consider the installation of lighting around the pavilion and in the car park to assist with deterring anti-social behaviour
- Consider the installation of CCTV around the pavilion and car park.
- The installation of pathways connecting existing elements including a pathway from the tennis courts into the reserve to improve access from Kingsway Drive.
- Daily (morning) collection of syringes around the carpark and pavilion.
- Installation of a sharps bin on the outside of the pavilion.
- A shared path along the creek connecting Kingsway Drive to Deveny Road and Pacific Epping.
- The installation of a bridge over Edgars Creek connecting the west side of Lalor to Huskisson Reserve.
- The inclusion of more community gathering spaces to encourage more people/groups to use the reserve.
- The inclusion of walking/running tracks around and throughout the reserve including the installation of more outdoor fitness equipment.
- The planting of more greenery and flowers in line with CPTED principles.
- Retain open areas for active play including cricket.
- The inclusion of some more playspace elements such as a big slide and a flying fox.

Long term:

- Council could consider investigating the feasibility of subdividing some of the reserve to allow for housing to be built looking into the reserve. This will assist with changing the issue of isolation and the lack of passive surveillance.
- Council could look into the feasibility of improving access and visibility from both Huskisson Avenue and Kingsway Drive.





Edgars Creek from the top of the embankment in Huskisson Reserve. Image: ACLA.

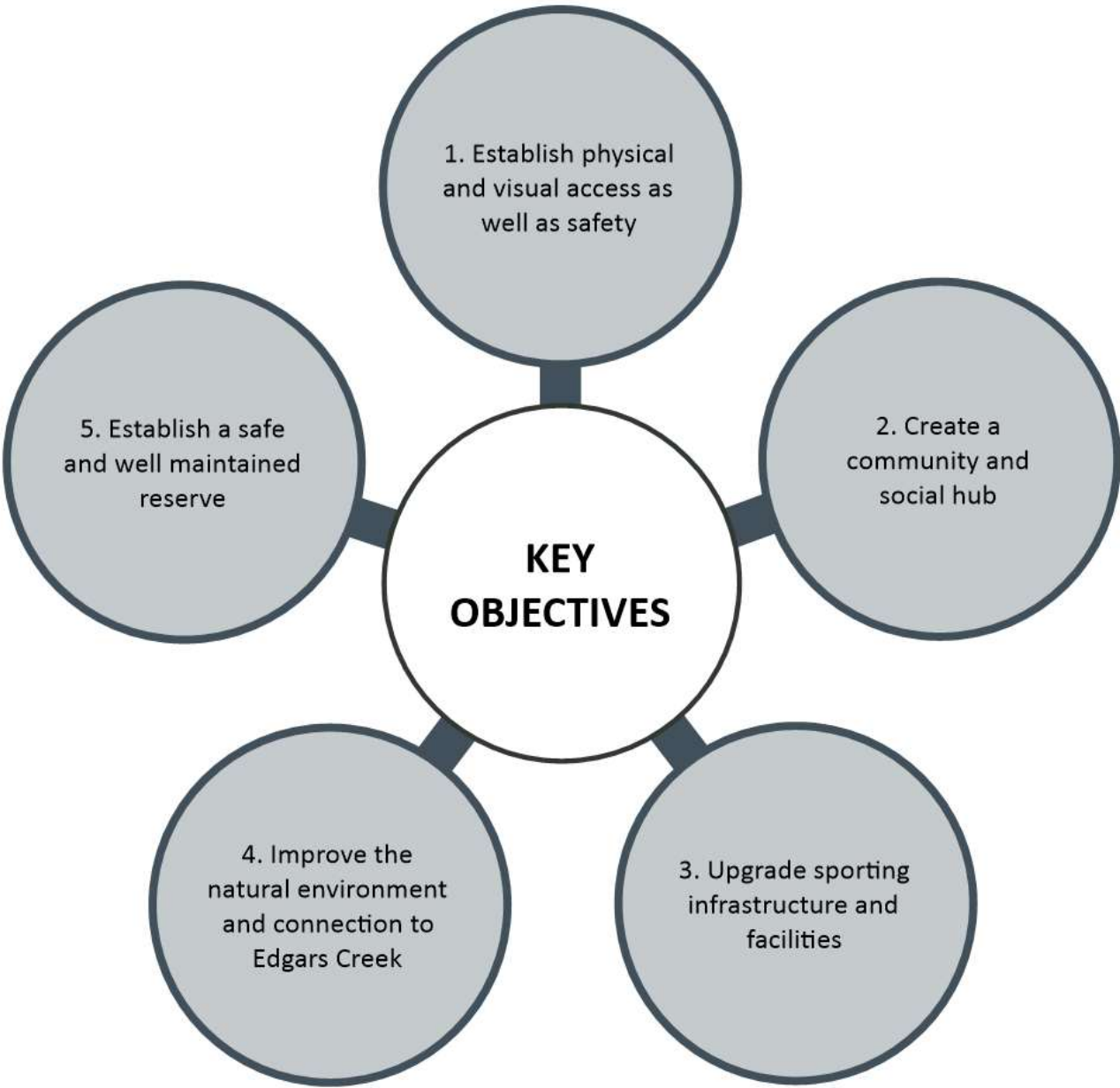
Chapter 4: Draft Master Plan

Key Objectives for the Draft Master Plan

The site analysis and consultation work undertaken has informed a vision to radically improve the functional layout of Huskisson Recreation Reserve dependent upon the delivery of five key objectives (shown opposite).



Mature indigenous trees at Royal Park



Draft Master Plan

Overview

The draft master plan was developed based on the outcomes of Phase 1 of consultation as well as the Key Objectives. The draft master plan (shown opposite) addresses safety and access, improves the facilities within the reserve and creates a space for the community to enjoy. The proposed improvements are outlined in twelve (12) recommendations.

- 1 Improve pedestrian and cyclist access into the reserve by constructing 3 metre wide concrete paths with links to Kingsway Drive and Deveny Road.
- 2 Provide new picnic facilities including new shelters, barbecues and seating for large families or community groups.
- 3 Relocate and expand the existing playground.
- 4 Install a pedestrian and cyclist bridge over Edgars Creek to connect Edgars Road to Huskisson Recreation Reserve.
- 5 Plant additional indigenous trees to increase shade cover within the reserve.
- 6 Advocate to Melbourne Water on the landscape quality and revegetation opportunities for Edgars Creek.
- 7 Establish new road and residential housing facing into the reserve to improve passive surveillance and public safety in the reserve.
- 8 Create a new 110 metre diameter community sports field with new sports fencing that includes a cricket pitch, soccer goals, football goals, a new shelter and drinking fountain.



- 9 Relocate the fitness stations and provide more along the 3 metre wide shared paths.
- 10 Upgrade the West Lalor Tennis Club facilities providing six courts, new lighting and new pavilion with accessible public toilet facilities.
- 11 Provide new multi-use hard courts, which can be used for netball, basketball and other hand ball games.
- 12 Provide new car park with lighting and a design that is considerate of water running into the creek.



Huskisson Reserve playspace, picnic area and exercise station. Image: ACLA.

Chapter 5: Community Engagement - Phases 2 and 3 - Draft Master Plan Exhibition

Consultation Summary Results

Introduction

Following the preparation of the draft master plan two additional phases of consultation were undertaken to gauge responses to the master plan from the community and relevant groups. The draft master plan (shown opposite) was exhibited to the community for feedback.

The consultation period closed on 12 October 2018 and summaries of the engagement process and findings are included in the sections below.

A fourth phase of consultation was conducted in February 2019 following changes made to the draft master plan from the comments received during the previous two consultation phases.

- 1 Improve pedestrian and cyclist access into the reserve by constructing 3 metre wide concrete paths with links to Kingsway Drive and Deveny Road.
- 2 Provide new picnic facilities including new shelters, barbecues and seating for large families or community groups.
- 3 Relocate and expand the existing playground.
- 4 Install a pedestrian and cyclist bridge over Edgars Creek to connect Edgars Road to Huskisson Recreation Reserve.
- 5 Plant additional indigenous trees to increase shade cover within the reserve.
- 6 Advocate to Melbourne Water on the landscape quality and revegetation opportunities for Edgars Creek.
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- 11 Provide new multi-use hard courts, which can be used for netball, basketball and other hand ball games.
- 12 Provide new car park with lighting and a design that is considerate of water running into the creek.

Consultation Summary Results - Phase 2

Consultation Phase 2

Community Meeting with residents adjacent to the reserve

Prior to the exhibition of the draft master plan to the wider community, a consultation session was held with residents near or immediately adjacent Huskisson Recreation Reserve in order to discuss its past and future. The session was conducted to provide information to the immediate residents on the master plan as well as receive comments and feedback on the plan and recommendations, particularly the recommendation to ‘Establish a new road and residential housing facing onto the reserve to improve passive surveillance and public safety in the reserve’. A summary of outcomes is listed below.

- 6 out of 145 invited residents attended.
- 5 out of the 6 people in attendance supported all 12 recommendations.
- General reservations around Council’s commitment to improve the reserve.
- Very strong commentary around problem drug use and antisocial behaviour in the reserve.
- Very strong support to upgrade and redevelop Huskisson Recreation Reserve.



Consultation Summary Results - Phase 3



Consultation Phase 3

Wider community engagement seeking comments and feedback on the draft master plan and twelve recommendations

The following consultation activities were undertaken to collect feedback on the draft master plan and twelve recommendations:

- Letter drop including a copy of the draft master plan to 6,900 properties within a 1.5km radius of Huskisson Recreation Reserve inviting comment or feedback on recommendations.
- Letter or email including a copy of the draft master plan issued to community groups or organisations
- Social media posts on various platforms
- Inclusion in the weekly leader Council Column
- Presence on the City of Whittlesea – Have Your Say website
- Interactive map via Social Pin Point to allow specific comments on key recommendations
- A pop-up information session on Saturday 6th October at the Lalor Hub Shops between 11am and 2pm.
- Attendance at the West Lalor Tennis Club Open Day on 30 September 2018.
- Sign boards erected at Huskisson Recreation Reserve.

Lalor Hub Shops Pop Up

Over thirty people attended the pop up consultation session held on Saturday 6th October at the Lalor Hub shops to give their feedback on the draft master plan.

The three running themes captured from peoples comment and feedback from the day include:

- Cleanliness – ‘whatever makes the reserve clean’. ‘Clean up the reserve’. ‘Edgars Creek needs to be cleaned up’. ‘Clean up the dumped rubbish and graffiti’. ‘Clean up the syringes’.
- Behaviour (drug use) – there is a perception that the reserve and its surrounds are known for bad or ‘dodgy’ behaviour. ‘What are council and the police doing to fix this behaviour?’
- Positivity for Change – recognition that change is required within the reserve and its surrounds in order for more people to use the reserve. The Lalor area is changing and the reserve will need to change too.

Consultation Summary Results - Phase 3

Feedback from Key Community Groups

Primary Schools (Epping, Lalor Gardens and St Catherine’s)

- These three primary schools currently use the Huskisson Reserve oval for inter-school sports every Friday in Terms 1, 2 and 4.
- Due to the proximity of Huskisson Reserve compared to other ovals, which are too distant to be practical, all of these schools emphasised the importance of having access to the oval there.
- Most of the schools access the reserve by bus while some walk.
- Without access to Huskisson Reserve all of these schools would not have a place for certain sports, mainly AFL football, soccer and cricket but also interschool sports including softball and rounders.

Indigenous Community Groups

Feedback was gathered from local Indigenous Community Groups via Bubup Wilam:

- Create cultural spaces (indoor and outdoor), that suit everybody; all cultural groups, children, families etc.
- Council could become a leader in the development of community spaces by approaching all designs with an indigenous lens/focus.
- Create community meeting rooms which have 'talking walls' which capture indigenous history, prior to settlement and on-going, mapping out history.
- Set up meeting rooms in indigenous colours and design - a meeting space for everyone to use which recognises Australia's first people. Provide rooms with equipment for presentations so the Wurundjeri could hold information/ education sessions.
- Amphitheatres, outside gathering spaces, fire pits, and indigenous plants all create opportunities for people to gather.



Consultation Summary Results - Phase 3

Jacaranda Preschool

Through consultation and an excursion to the reserve children and staff from Jacaranda Preschool provided their feedback on how they currently use the reserve, what limits them from using the reserve and what they think of the park and public space. Families at the preschool were also surveyed for their thoughts, experiences and hopes for Huskisson Reserve.

- Jacaranda Preschool are the first to run 'Bush Kinder' in Whittlesea and are currently considering expanding the model to other kindergartens.
- Bush Kinder runs twice a week for 3 hours, in Terms 2 and 3.
- Jacaranda Preschool does not currently use Huskisson Reserve for Bush Kinder though they are expressing an interest in trialling it as their new site as a result of the excursion that was undertaken to explore the reserve.
- Requirements for bush kinder include elements such as: Uneven ground, trees to climb, sticks for building, large rocks for climbing. 'Loose parts' play tools like tractor tyres, PVC pipes or logs would be ideal. A meeting space with seating e.g. around a fire pit, or an amphitheatre. Some flexibility built into the space so it can target all ages. Also providing access to water for mud play and shelter from wind and some rain. A natural barrier at the creek line would be needed which could be as simple as planting trees and shrubs.
- Other general feedback from the staff highlighted the continual need to inspect their area for sharps prompting suggestions to provide safe sharps disposal bins in appropriate locations around the reserve.

Victoria Police (Mill Park)

As personal safety is a key concern for Huskisson Reserve feedback on the draft master plan was sought from the local Victoria Police at Mill Park. Key comments and considerations are as follows:

- The inclusion of dwellings facing the reserve will help to accomplish an increase in natural surveillance, increasing perceptions of safety for park users and further increase risk to offenders.
- The inclusion of residential dwellings will also assist in creating territorial reinforcement. By clearly defining private space, a sense of ownership will hopefully develop. It should also increase legitimate use of the reserve.
- Consideration needs to be given to ensure access control creates clear boundaries between public, semi-public and private areas.
- The draft master plan for Huskisson Reserve will be a substantial improvement to the area.

West Lalor Tennis Club

Feedback from the West Lalor Tennis Club on the draft master plan has been positive regarding the proposed redevelopment of the tennis club facilities. Their main concern is the timing of improvements. They advised that based on current membership and the growth rate of competition teams they will exceed their court capacity in two years. The age and dilapidated condition of their facilities is also an issue. Other club preferences are listed as follows:

- Maintain a standalone public toilet within the reserve rather than integrate a public toilet into a future built pavilion.
- Increase participation through the provision of two additional tennis courts and improve the approach from car parking areas to the pavilion to ensure access is Disability Discrimination Act (DDA) compliant.
- Support the continued use of the 'Book a Court' system.
- Increase the size of car parking to ensure adequate parking is available when club events are on
- Allow future provision of Hot Shot courts within Huskisson Reserve.

Men's Shed Lalor

As the Men's Shed are beginning to look for a new location they expressed an interest, during this phase of consultation, for Huskisson Recreation Reserve to be considered as a potential site. Their requirements would need to be considered against the revised master plan incorporating all other points raised from the consultation.

Key Findings Summary - Phases 2, 3 and 4

Key Findings Summary

A summary of key findings and recommendations from all methods of obtaining feedback is listed below:

1. Mixed opinions regarding the potential loss of public open space in the Lalor area as a result of converting the edges of the park to housing. It was suggested that if majority of the ideas/ recommendations are implemented up front then the reserve will see increased use and will also result in increased passive surveillance without having to lose public open space to roads and housing.
2. General concern that Council will not commit to improving the reserve as minimal asset renewal has occurred in the reserve over the past 15 years.
3. General concern that Council will not fund improvements/ upgrades unless public open space is sold.
4. Reassess the configuration and layout of the tennis club redevelopment including associated car parking, water sensitive urban design and public lighting.
5. Strengthen the community use aspect of the large sports field area to accommodate multiple sporting codes and to accommodate regular school group participation i.e. interschool sports.
6. Extend the north-south path to connect to Deveny Road as part of the recommendation.





Huskisson Reserve oval and pavilion. Image: ACLA.

Chapter 6: Final Master Plan

Introduction

The feedback gathered from Phases 2, 3 and 4 of consultation has confirmed the relevance of the Key Objectives developed for the Draft Master Plan. These Objectives (shown opposite) will be delivered through the implementation of twenty-three (23) Actions proposed in the Final Master Plan.

The two main areas of community concern, highlighted by the consultation, include the loss of public open space though conversion to housing and the poor perceptions of safety within the reserve.

The Final Master Plan balances both of these concerns by proposing housing along the eastern side of the park, still effectively increasing the reserve’s active frontage and passive surveillance, whilst also retaining public open space and mature trees along the northern boundary of the reserve.

The updated master plan also incorporates changes to improve the functionality of the reserve for the community, local schools, preschools and sporting groups based on the needs and priorities identified through consultation.



Example of a shared path

Final Master Plan - Actions 1-12



- LEGEND**
- Project Boundary
 - Existing Tree
 - Proposed Tree
 - Proposed Garden Bed
 - Concrete Paving
 - Pedestrian Bridge
 - Proposed High Sports Fence
 - Proposed Vehicle Exclusion Fence
 - AFL Goal Post
 - Existing Gate
 - Existing Maintenance Gate
 - Proposed Maintenance Gate
 - Proposed Seat
 - Litter Bin
 - Drink Fountain
 - Proposed Distance Markers



1 Example of a shared path along a creekline



3 Example of distance markers



8 Example of timber post and cable fence



10 Example of cricket practice nets

Final Master Plan - Actions 1-12



5 Example of a truss bridge with mesh walkway



6 Example of medium density development



11 Example of fitness station area



12 Example of a 10m x 8m shelter with seats

Master Plan Implementation		
Action No.	Action	Priority
1	Improve pedestrian and cyclist access into the reserve by constructing a 3m wide concrete shared path from the Kingsway drive car park to the north boundary of the site providing seating rest points at regular intervals. Remove selected existing trees to facilitate the installation of the proposed path.	High
2	Construct a path network within the reserve with 2.5m wide concrete paths.	Medium
3	Create a 500m walking/running route with distance markers every 100m.	Medium
4	Remove the Edgars Road Neighbourhood Playground including all play equipment, timber edging and soft fall mulch. Include new planting to north and south park boundaries to enhance the entry.	High
5	Install a 60m long pedestrian bridge across Edgars Creek with path connections from Edgars Road and to the proposed shared path.	High
6	Council to subdivide land along the eastern boundary introducing housing facing into the reserve to improve passive surveillance.	High
7	Construct a new road from Huskisson Avenue into the reserve including stormwater drainage, kerbs, nature strips, street trees, vehicle crossovers, footpaths and street lights as well as on street 90° and parallel parking.	High
8	Provide new vehicle exclusion fencing along the frontage to Kingsway Drive as well as along the boundary between the reserve and the proposed road. Include maintenance access point to proposed oval.	Medium
9	Construct a new multiuse oval for school and community use including a cricket pitch and AFL goals. The proposed oval can accommodate a 135m x 110m AFL oval, an 110mØ Cricket field and a 105m x 68m Soccer pitch.	Medium
10	Provide a new two bay community cricket practice net with synthetic pitches.	Low
11	Provide two fitness stations within the reserve with 3-4 pieces of equipment each.	Low
12	Provide a 10m x 8m shelter over a paved seating area near the oval for protection from sun and rain. Include spectator seating as well as a litter bin.	Low

Final Master Plan - Actions 13-24



- LEGEND**
- Project Boundary
 - Existing Tree
 - Proposed Tree
 - Proposed Garden Bed
 - Concrete Paving
 - Pedestrian Bridge
 - Proposed High Sports Fence
 - Proposed Vehicle Exclusion Fence
 - AFL Goal Post
 - Existing Gate
 - Existing Maintenance Gate
 - Proposed Maintenance Gate
 - Proposed Seat
 - Litter Bin
 - Drink Fountain
 - Proposed Distance Markers



13 Example of a neighbourhood playspace



14 Example of Bush Kindergarten area



17 Example of a half basketball court



19 Example of indigenous tree planting in grass

Final Master Plan - Actions 13-24



15 Example of a picnic area with shelter



16 Example of Hot Shots tennis facilities



23 Community planting day along the creek



24 Example of a rain garden

Master Plan Implementation		
Action No.	Action	Priority
13	Relocate equipment from the existing playspace to the new location and integrate with additional play items and equipment. Also include Council seating, bike rails and drink fountain.	Medium
14	Create a space with indigenous planting and natural elements which preschools can use for bush kindergarten. There is potential to include an outdoor meeting place or amphitheatre referencing the local indigenous community.	Medium
15	Provide a picnic area including paving, shelter, picnic settings, seat, benches, BBQ and litter bin to service the proposed playspace and bush kindergarten area.	Medium
16	Upgrade the West Lalor Tennis Club facilities to provide: six tennis courts with high mesh sports fencing; lighting; bike rails; spectator seating; two hot shots courts; and a new 450m2 sports pavilion including an accessible public toilet facing the reserve.	High
17	Construct a new basketball half court south of the new oval with Council seating, drink fountain and litter bin.	Low
18	Upgrade and extend the existing car park adjacent the Jacaranda Kindergarten to include additional parking spaces, garden beds and tree planting as well as an accessible route from the car park level to the reserve and tennis courts.	High
19	Provide additional indigenous tree planting in grass to increase shade cover within the reserve.	Medium
20	Remove small trees and large shrubs from existing garden beds and trim lower branches of trees that are retained to improve sight lines.	High
21	Provide low indigenous planting to existing and proposed garden beds in line with CPTED principles.	Low
22	Commence discussion with Melbourne Water on the environmental and landscape quality of Edgars Creek and future revegetation programs.	High
23	Incorporate revegetation works at Edgars Creek into Council's annual Community Planting Program.	Medium
24	Investigate diverting local stormwater runoff into a raingarden to reduce nutrient loads and suspended solids as well as slow the speed of stormwater before discharging it into Edgars Creek.	Medium



Edgars Creek looking south towards Kingsway Drive. Image: ACLA.

Chapter 7: Appendices

Appendix 1: Review of Relevant Plans, Policies and Strategies

Council Strategies and Plans

A number of the City of Whittlesea’s existing strategic planning documents, policies and strategies have influenced the *Huskisson Recreation Reserve Master Plan*. The following section contains summaries of the main background documents reviewed including any key directions relevant to the reserve.

Whittlesea 2040 – A place for all

The City of Whittlesea’s 2040 – A Place For All is a long term vision supporting the municipality to be ready for the challenges and opportunities that the future will bring, and ensures that the City of Whittlesea is a great place to live now and in the future.

Whittlesea 2040 outlines four interconnected goals which have been identified as essential elements to realising the core vision. Goals:

- 1. Connected Community
- 2. Liveable neighbourhoods
- 3. Strong local economy
- 4. Sustainable environment

The community consultation undertaken for Whittlesea 2040 included over 4,000 people participating through submissions, workshops and forums. Feedback was received from all ages ranging from 3 years to 85+. Listed below are the key goals related to the actions and objectives in the master plan:

Goal 1 – Connected community

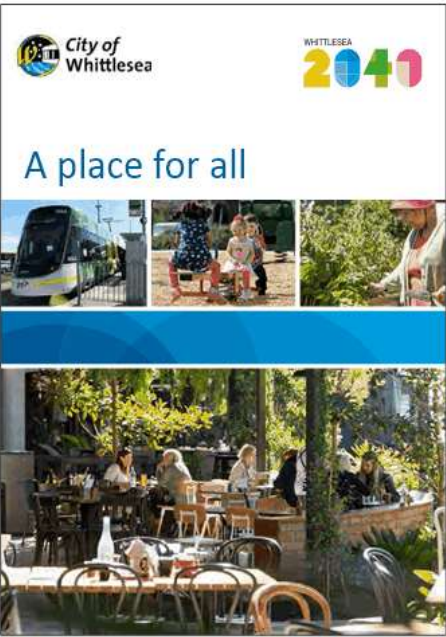
- A socially cohesive community
- A healthy and safe community
- A participating community

Goal 2 – Liveable neighbourhoods

- Well-designed neighbourhoods and vibrant town centres

Goal 4 – Sustainable environment

- Valued natural landscape and biodiversity
- Climate ready
- Leaders in clean, sustainable living



Appendix 1: Review of Relevant Plans, Policies and Strategies

City of Whittlesea Active Whittlesea Strategy 2019-2028

The City of Whittlesea’s *Active Whittlesea Strategy 2019-2028* is an evidence-based strategy and action plan to guide the planning, provision and promotion of sport, leisure and recreation programs, services and facilities within the City of Whittlesea over the next ten years. Active Whittlesea aims to increase the number of residents who are physically active by 10 per cent and includes actions to achieve the overall goal of: **75 per cent of residents participating in one or more hours of physical activity per week by September 2028**. To achieve this goal Council will implement three key directions, consistent with community feedback and grounded in evidence-based practice.

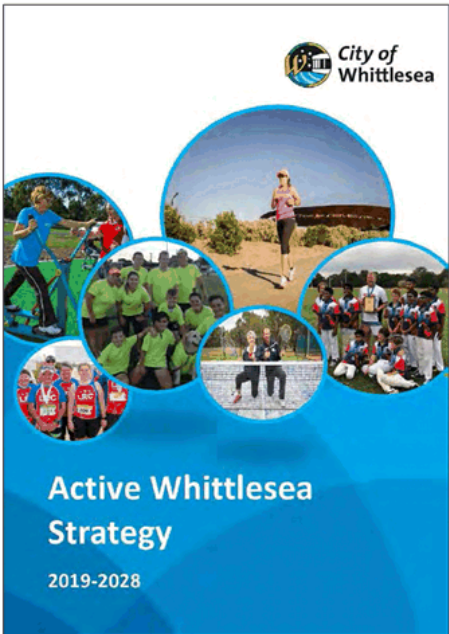
Key Direction 1	Communications and Promotion — increasing the physical literacy and community awareness of inclusive participation opportunities
Key Direction 2	Responsive Programs and Partnerships — programs that respond to local needs and partnerships that share skills, knowledge and resources to generate positive community outcomes
Key Direction 3	Open Space / Infrastructure — ensuring local communities have access to places and spaces that are safe, inclusive, accessible and meet their needs

A two-year implementation plan will be developed to deliver the objectives and actions outlined in *Active Whittlesea*. Consultation undertaken for the Active Whittlesea Strategy highlighted a number of community priorities which relate to Huskisson Recreation Reserve. Stakeholders identified the need for:

- Diverse infrastructure and free-to-public local facilities such as exercise equipment, bike paths and walking trails to reduce time, cost and location barriers
- Safer environments to be active including more lighting and public toilets in open spaces
- Club development opportunities to ensure sports clubs create a welcoming and inclusive environment for under-represented groups such as women, newly arrived communities and people with a disability
- Flexible and affordable opportunities for seniors, families, youth and low-income groups to be active, noting Council programming, leisure centres and local play spaces as popular solutions

Priority Actions applicable to Huskisson Recreation Reserve include:

- 2.1 Support, promote and facilitate club development opportunities to build capacity of existing and new sports clubs and strengthen participation from under-represented groups
- 3.1 Improve equity, accessibility and safety of community spaces through the development of infrastructure plans and the delivery of inclusively designed new works projects
- 3.4 Connect, improve and expand existing travel networks to create built environments that support active travel, incidental exercise and physical activity



Appendix 1: Review of Relevant Plans, Policies and Strategies

City of Whittlesea Open Space Strategy 2016

The recently endorsed City of Whittlesea *Open Space Strategy 2016* outlines the strategic direction for the future planning, provision design and management of open space in the Municipality until 2026. The City of Whittlesea’s public open space network is expected to fulfil a number of key roles including provision for formal and unstructured recreation, passive outdoor enjoyment and play, ecological improvement and conservation, mitigation of the urban heat island effect and climate change as well as the protection and promotion of the community’s cultural heritage values.

The open space survey undertaken for the Strategy identifies low levels of open space use in established urban areas which is attributed to a number of reasons including a lack of diversity in open space character, poor visibility of open space, lack of trees and shade, lack of path access to existing facilities and the poor condition of facilities. The Strategy therefore focuses on improving the quality of existing open space to improve and encourage usage by the existing and forecast community.

Under the Strategy Huskisson Recreation Reserve is identified as a Municipal open space reserve in an established urban area of the Municipality and is cited for a major upgrade to its unstructured and informal recreation facilities.

Huskisson Recreation Reserve is located along the Edgars Creek corridor which is identified as a future waterway corridor for environmental improvement and also forms part of the Municipality’s linear open space network. The Strategy recommends improving the biodiversity along the waterway through appropriate levels of planting as well as working in consultation with Melbourne Water to improve connections and accessibility through constructing a continuous shared trail along Edgars Creek and additional walking path links. In Huskisson Reserve this may involve providing a pedestrian bridge over Edgars Creek to form a connection to Edgars Road Neighbourhood Park. Other suggestions for possible improvement include improved lighting, provision of public toilets and an upgrade to the existing sporting facilities.



Appendix 1: Review of Relevant Plans, Policies and Strategies

The City of Whittlesea’s *Tennis Strategy 2013-2018* was created to guide provision and maintenance of tennis facilities and clubs to meet the community’s current and projected needs. The Strategy identifies five strategic directions to address the issues facing tennis in the Municipality and direct the future provision and maintenance of facilities:

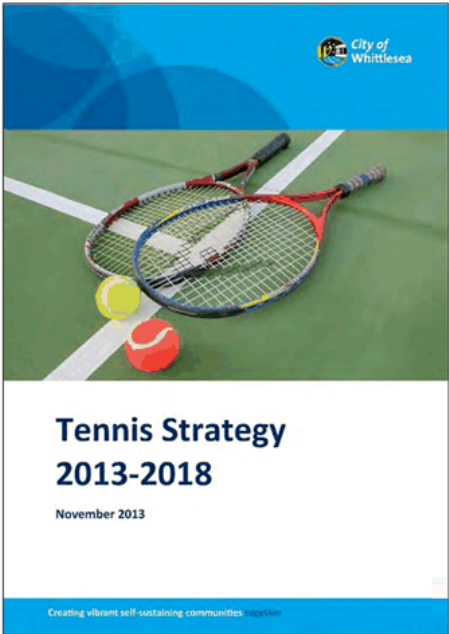
- 1. Undertaking a program of maintenance and capital works upgrades to ensure courts meet minimum standards.
- 2. Short and long term planning to address the current and future court provision gaps.
- 3. Review and amend lease agreements to ensure these facilitate the best outcomes for clubs, Council and the community.
- 4. Creating better partnerships and relationships between Council, tennis clubs, local associations, private facility operators, schools and Tennis Victoria to increase participation and improve use of tennis facilities.
- 5. Providing the necessary resources and services to clubs to allow them to remain sustainable and continue to deliver the sport to the community.

Huskisson Recreation Reserve is currently the home ground for the West Lalor Tennis Club, which has a growing membership base through improved club development and marketing. The Club have partnered with RMIT and local schools to offer a broader range of programs with a focus on player development. The current facility has four courts, two clay and two Sand Filled Artificial Grass (SFAG). Under the 2007 Pavilion Strategy the West Lalor Tennis Club pavilion is classified as a Neighbourhood facility.

To achieve the five strategic directions outlined in the Strategy Council also formulated a list of forty-four prioritised actions. The following apply to Huskisson Recreation Reserve:

Reference	Strategic Direction	Action	Priority
14.4.2	2	Council to work with West Lalor Tennis Club to undertake strategic planning with the club to ensure that their vision aligns with Council’s future plans.	High
14.1.9	1	Reconstruction work to the pavilion to bring it up to the 2007 Pavilion Strategy standards.	High
14.1.8	1	Courts 1 and 2 to be reconstructed with concrete base. Replacement of nets, poles and fencing to be included. Competition standard sports lighting to be included with court redevelopment.	Medium
14.1.13	1	Sports lighting system on courts 3 and 4 to be redesigned and upgraded to competition standard. Fencing to be repaired and replaced.	Medium

The Strategy also outlines resurfacing options for court upgrades. Through exploring other options for surfacing Council have determined the standard offering for new and redeveloped courts will be Sand Filled Artificial Grass SFAG or acrylic (plexi-pave only). Though these are Council’s preferences it is still recommended Clubs also be given a choice of acrylic (including plexi-cushion), clay, synthetic clay or SFAG so the installed surface reflects the needs of the members.



Appendix 1: Review of Relevant Plans, Policies and Strategies

Draft Multiple Sports Strategy 2017-2026

The *Draft Multiple Sports Strategy 2017-2026: Broadening opportunities for participation in sport* provides information and direction on how Council can support less traditional or emerging sports to ensure residents have access to a range of sport and recreation opportunities. The Strategy investigates the needs and demands of 34 different sports and makes recommendations on future facility requirements and development opportunities to support the growth of these sports.

Each sport covered in this Strategy has been given a level of priority to help guide Council resources and investment into their future planning and development. Ten sports were given a high priority as these are seen to have the greatest demand at the local level.

The high priority sports have been identified as:

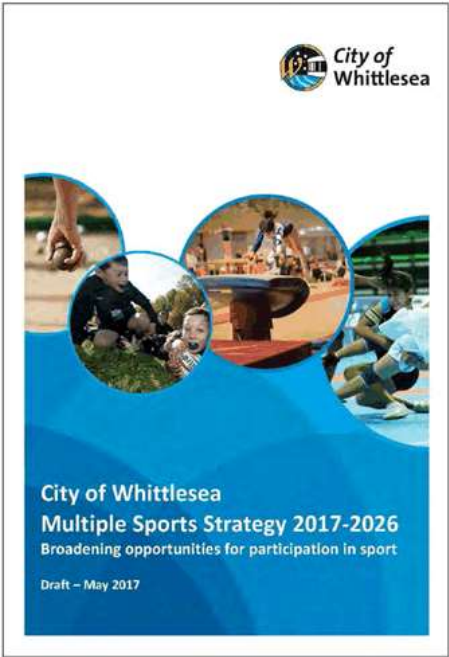
- Athletics
- Baseball
- Calisthenics
- Dance
- Softball
- Gymnastics
- Martial Art
- Touch Football
- Rugby League
- Rugby Union

Seven sports have been identified as second tier priority:

- Hockey
- Badminton
- Bocce
- Croquet
- Kabaddi
- Volleyball
- Table Tennis

In addition to the sports above, 17 sports were identified as requiring no action in the short term.

Huskisson Recreation Reserve does not currently have facilities for any of the sports listed in the report. Should future need arise in the local community the reserve could be assessed again to determine the feasibility of introducing new facilities to the site.



Appendix 1: Review of Relevant Plans, Policies and Strategies

Northern Regional Trails Strategy 2016

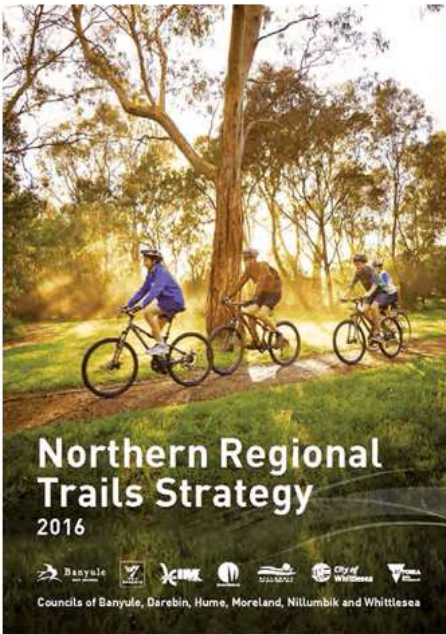
The 2016 *Northern Regional Trails Strategy* defines a vision and plan for the future of the off-road recreational trail network in Melbourne’s north region in the Local Government Areas of Banyule, Darebin, Hume, Moreland, Nillumbik, Whittlesea and Yarra.

The intent of the Strategy is to improve and expand on existing assets to create a highly connected, functional off-road trail network. An effective regional trail network would provide increased access to open space and recreation; improve community health and cohesion; enhance connectivity; and reduce traffic congestion.

The Strategy outlines the social, transport, economic and environmental benefits of a well-integrated regional trail network and, through rigorous assessment, identifies 120 existing off-road regional trails and 96 proposed trails, spanning 780 kilometres of accessible trails across the northern region. Design Guidelines have also been developed to inform the design of the network noting particularly an aspirational (preferred) shared path width of 4 metres and a minimum shared path width of 3 metres.

Of the 96 proposed trails 29 have been identified as priorities as they most strongly align with regional priorities and have the highest potential for immediate implementation. Section Six of the Strategy contains summaries of each priority trail project and includes individual cost-benefit analyses.

In the City of Whittlesea the Edgars Creek Trail is identified as one of the priority trails with the key benefits being its access to activity centres, regional scale leisure centres and train stations as well as the large local population catchment it services. The Strategy also notes the potential for the trail north of Childs Roads to be partially funded through developer contributions.



Appendix 1: Review of Relevant Plans, Policies and Strategies

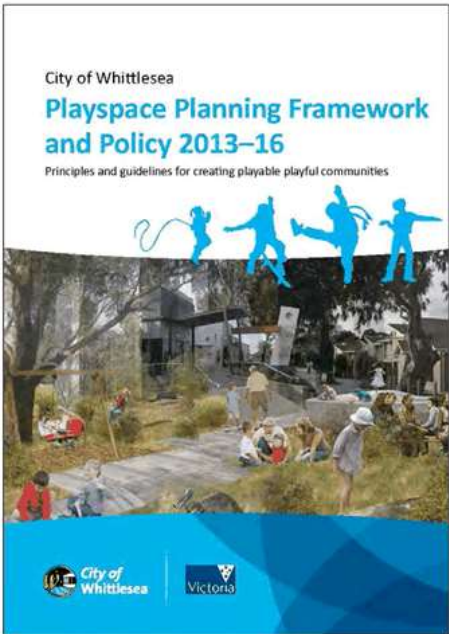
City of Whittlesea Playspace Planning Framework and Policy 2013-16

The City of Whittlesea’s *Playspace Planning Framework and Policy 2013-16* is a comprehensive document aimed at informing Council officers and developers responsible for providing or maintaining playspaces within the Municipality with an understanding of the value and principles of play. The Policy reflects current research into the importance of play and nature play for children as well as adults and acknowledges that play happens everywhere while providing direction on how to design and provide best practice play environments in delineated municipal playspaces and playgrounds.

As Huskisson Recreation Reserve is designated a Municipal open space under the *Open Space Strategy 2016* it is a recommendation in the Strategy that the reserve include a District level playspace.

In the Playspace Planning Framework and Policy a district playspace is often collocated with a sports or passive recreation reserve and provides a broad range of play and social opportunities for all abilities and ages, with amenities catering to a longer stay. These reserves are likely to have features such as off-street parking, toilets, skate park, rebound wall, half-court basketball and barbecues.

With regard to provision of new playspaces or upgrades to existing the Policy also clearly states the imperative need to engage with the community and also notes the community’s own declared wish to be involved in the planning and design process of their playspaces.



City of Whittlesea Natural and Built Shade Policy

The City of Whittlesea’s *Natural and Built Shade Policy* outlines Council’s commitment to taking a preventative approach to protecting the community from over-exposure to ultra violet radiation (UVR) through the adequate provision of best practice public facilities and environments that provide shade and shelter, particularly in high risk areas such as early years facilities, playspaces and outdoor community gathering spaces. Another of the key policy principles includes the prioritisation of the provision of canopy trees and urban forest where possible, to provide shade as well as help reduce pollution, mitigate the urban heat island effect, and improve social and mental wellbeing.

Appendix 1: Review of Relevant Plans, Policies and Strategies

City of Whittlesea Heatwave Plan

The City of Whittlesea’s *Heat Plan* outlines Council’s proposed actions and responses in regard to extreme heat and heatwave events which have been identified as one of the most serious municipal risks. An assessment of the suburbs most affected by heat identifies Lalor, Thomastown and Bundoora as having extremely high heatwave vulnerability.

Council’s longer-term planning for heat uses a framework to examine four environmental components, with impacts and adaptations for extreme heat and heatwaves identified in each. Longer term efforts to mitigate the effects of heat on Council and the community should address each of these.

- The Built/Physical environment, which includes all components of the human made landscape
- The Social environment, which includes all social and cultural interactions, including service delivery and support
- The Economic environment, which includes all components that contribute to economic activity, including human resources
- The Natural environment, which includes all natural environmental features

Melbourne Water Shared Pathway Guidelines

Melbourne Water’s *Shared Pathway Guidelines* were developed to inform the planning, design, construction, upgrade and maintenance of shared pathways associated with waterways particularly in relation to flooding considerations, the preservation of the waterway and protection of other related Melbourne Water assets. The guidelines also provide insight into the most effective way to liaise with Melbourne Water in relation to the shared path construction.



6.4 CORPORATE SERVICES**6.4.1 LEASE - 3ME NETWORK AUSTRALIA (RADIO) - PART OF 100W GREAT EASTERN WAY SOUTH MORANG****Attachments:** 1 **Site Plans** [↓](#)**Responsible Officer:** **Director Corporate Services****Author:** **Senior Property Officer****RECOMMENDATION SUMMARY**

1. Resolve that Council officers commence the statutory processes required under the *Local Government Act 1989*, to lease part of Council's land located at 100W The Great Eastern Way, South Morang, to 3ME Network Australia.
2. Invite and consider public submissions received pursuant of *Section 223 of the Local Government Act 1989* and that all findings be presented in a report to Council at its earliest convenient meeting.
3. Present a further report to Council following the close of the submission period.

KEY FACTS AND / OR ISSUES

- 3ME Network Australia seek to enter a lease with Council to enable the relocation of a telecommunication facility (in accordance with planning permit 2018-717318). The tower and shelter will be built within a 25m² footprint (5m x 5m) of the reserve, located south of the Hillsvie Recreation Reserve soccer pitches (within the Ausnet high voltage powerline easement). 3ME is Australia's first commercially owned 24 hr Arabic radio network broadcasting on 1638AM.
- The lease will be for an initial term of ten years subject to two further terms of five years each. A commencement rental of \$24,000 per annum (plus GST – full market rental) will be charged and reviewed annually by fixed 4% increments. Council also reserve the right to undertake a market rent review at the end of the initial term and all further terms. All terms and conditions will be drawn in consideration of the existing lease held with Melbourne Water and all telecommunication leases held by Council.

REPORT**BACKGROUND**

The existing 3ME Network Australia telecommunication facility is located on land which was recently declared surplus to Melbourne Water's requirements, and therefore will be sold on the open market and requiring the relocation of the telecommunication facility.

3ME Network Australia and Melbourne Water representatives have recently approached Council officers seeking an agreement to decommission and relocate an existing telecommunication facility that is located within Melbourne Water's land at 91 Williamsons Road South Morang to an appropriate Council site (see *Attachment 1 – Site Plans*).

The proposal will enable 3ME Network Australia to enter a lease with Council for the relocation of a new telecommunication facility (built in accordance with planning permit 2018-717318).

3ME Network Australia will construct a 30m high tower and equipment shelter within a 25m² footprint (5m x 5m) of the reserve, located south of the Hillsvie Recreation Reserve soccer pitches (within the Ausnet high voltage powerline easement). The equipment shelter will be a colour bond construction (1.8m high) and be serviced by an isolation power transformer that will be connected to the closest pits within Vincent Drive and the Ausnet high voltage towers. Earth mats will be installed within all areas where the existing walking tracks cross over trenched electrical cabling.

The installation of services will not impact on the Hillsvie conservation reserve nor interrupt existing recreational uses carried out on the Hillsvie pitches.

3ME Network Australia is Australia's first commercially owned 24hr Arabic radio network broadcasting from Parramatta on 1638AM.

PROPOSAL

For 3ME Network Australia to enter a lease with Council to facilitate the construction of a new 30m high impact telecommunication facility (in accordance with planning permit 2018-717318) on the proposed Council owned land.

The lease will be for an initial term of ten years subject to two further terms of five years each. A commencement rental of \$24,000 per annum (plus GST – full market rental) will be charged and reviewed annually by fixed 4% increments. Council also reserve the right to undertake a market rent review at the end of the initial term and all further terms. All terms and conditions will be drawn in consideration of the existing lease held with Melbourne Water and all telecommunication leases held by Council. Terms, will include but be limited to, the payment of rent, rates and taxes, insurance, legal costs, maintenance and the removal of any unwanted improvements at the expiry of the lease or each of the further terms (if exercised).

CONSULTATION

Council officers have referred the proposal to all relevant internal departments to ensure that there were no objections (referencing both the planning permit and lease term conditions).

PUBLIC SUBMISSIONS

Public submissions will be invited on the proposed lease under Section 223 of the *Local Government Act 1989*. An advertisement will be placed in the Whittlesea Leader newspaper and Council's website (public notice section) on Tuesday 11 June 2019, requesting that public submissions be received by 12 noon on Wednesday 10 July 2019.

FINANCIAL IMPLICATIONS

Council's Manager Property, Rates & Valuations has proposed that a commencement rental of \$24,000 per annum plus GST (full market rental) be charged and reviewed annually by fixed 4% increments. Council will reserve the right to undertake a market rent review at the end of the initial term and all further terms.

POLICY STRATEGY AND LEGISLATION

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

LINK TO STRATEGIC RISKS

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

The proposed lease will ensure that 3ME Network Australia's 24hr Arabic radio broadcasting network is retained despite the de-commissioning and sale of Melbourne Water's land located at 91 Williamsons Road, South Morang.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Strong local economy
Whittlesea 2040 Key Direction	Successful, innovative local businesses
Strategic Objective	Our local, industrial and regional business communities are supported to thrive in our City
Council Priority	Health and Wellbeing

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 leasing of Council land and the relocation of the new 30m high impact telecommunication facility (in accordance with planning permit 2018-717318) will not impact on the Hillsview conservation reserve nor interrupt existing recreational uses carried out on the Hillsview pitches. The proposed lease will provide a rental income to Council of \$24,000 (plus GST) per annum over the term of the lease and enable the decommissioning and relocation of the existing tower situated within the Melbourne Water's land at 95 Williamsons Road, South Morang.

RECOMMENDATION

THAT Council resolve to:

1. Invite public submissions in accordance with Section 190 and 223 of the *Local Government Act 1989*, on its intentions to lease the land located at 100W The Great Eastern Way, South Morang, to 3ME Network Australia. The lease will be drawn under the following terms and conditions –
 - a) The Tenant will be offered a lease for an initial period of 10 years with two further terms of five years each.
 - b) The Tenant will pay a commencement rental of \$24,000 per annum (plus GST), annually adjusted by fixed 4% increments, and to undertake a market rent review at the end of the initial term and all further terms.
 - c) The construction of a new telecommunication facility will be built in accordance with planning permit 2018-717318.
2. Establish an advisory Committee of Council comprising of South East Ward Councillors to consider any written submissions received on the proposal and make recommendations to Council on any such submissions.
3. Authorise the Chief Executive Officer to carry out administrative procedures necessary to enable Council to carry out its functions under Section 223 of the *Local Government Act 1989*.
4. Receive a further report on the proposed lease following the close of the submission period.

ATTACHMENT 1 – SITE PLANS



Lease – 100W The Great Eastern Way South Morang



Future Findon Road extension

Melbourne Water land– 91 Williamsons Rd South Morang (telecommunication tower)



**Lease – 100W The Great Eastern Way
South Morang**

**Melbourne Water land– 91 Williamsons Rd
South Morang (telecommunication tower)**

6.4.2 LEASE - AUSNET SERVICES - MILL PARK LEISURE CENTRE REDEVELOPMENT**Attachments:** 1 **Site Plan** [↓](#)**Responsible Officer:** **Director Corporate Services****Author:** **Senior Property Officer****RECOMMENDATION SUMMARY**

1. Resolve that Council officers commence the statutory processes required under the *Local Government Act 1989*, to lease part of Council's land located at 29W Morang Drive, Mill Park (Mill Park Leisure Centre), to Ausnet Services ('Ausnet').
2. Invite and consider public submissions received pursuant of *Section 223 of the Local Government Act 1989* and that all findings be presented in a report to Council at its earliest convenient meeting.
3. Present a further report to Council seeking approval to grant a lease to Ausnet, for the purposes of providing a new power kiosk that will supply energy to the Mill Park Leisure Centre (once redeveloped) and surrounding recreational and care uses.

KEY FACTS AND / OR ISSUES

- Council adopted the Major Leisure and Aquatic Facility Strategy (MLAFS) in March 2014. The Strategy provides direction on the delivery of major leisure and aquatic facilities over the next 20 years. A recommendation of the strategy is to redevelop Mill Park Leisure Centre (MPLC).
- As part of the works currently being undertaken it is required to upgrade the power supply to the site, and therefore a new power kiosk needs to be installed by Ausnet. The total cost of the works is \$121,931 for which Ausnet has asked Council to contribute \$500 plus GST.
- Without these works the newly redeveloped facility will not have enough power to operate.
- A lease will be drawn for a period of 30 years and provide a further term of 20 years. A rental of \$0.10 per annum (peppercorn rental fixed in perpetuity, plus GST) will be charged in lieu of the financial contribution provided by Ausnet installing the new power kiosk.

REPORT**BACKGROUND**

Council adopted the Major Leisure and Aquatic Facility Strategy (MLAFS) in March 2014. The Strategy provides direction on the delivery of major leisure and aquatic facilities over the next 20 years. A recommendation of the strategy is to redevelop Mill Park Leisure Centre (MPLC). Council Awarded a contract to Commercial Industrial Construction Group Pty Ltd on 3 July 2018 for the Redevelopment of the Mill Park Leisure Centre. As part of the works currently being undertaken it is required to upgrade the power supply to the site, and therefore a new power kiosk needs to be installed by Ausnet. The total cost of the works is \$121,931 for which Ausnet has asked Council to contribute \$500 plus GST. Without these works the newly redeveloped facility will not have enough power to operate.

A lease, commencing 1 April 2019, will be drawn for a period of 30 years and provide a further term of 20 years. A rental of \$0.10 per annum (peppercorn rental fixed in perpetuity, plus GST) will be charged in lieu of the financial contribution provided by Ausnet installing the new power kiosk.

Ausnet have provided a draft lease to Council officers for review and have requested formal approval be granted to allow for installation works to occur immediately following Council's recommendation and closure of the public submission process. The premises will be approximately 10m by 6m in dimension and will require carriageway easements to allow for the provision of underground and overhead cable connections. All terms and conditions of the lease will be drawn in consideration of peppercorn leases held by Council, including the payment of rent (if demanded), rates and taxes, insurance, legal costs, maintenance and the removal of any unwanted improvements at the expiry of the lease or each of the further terms (if exercised). The lease is to run concurrently with the redevelopment of the Mill Park Leisure Centre.

PROPOSAL

To commence the statutory processes required under the *Local Government Act* to lease part of Council's land adjacent to the Mill Park Leisure Centre redevelopment, located at 29W Morang Drive, Mill Park, to Ausnet Services ('Ausnet'). The lease will allow for the provision of a new power kiosk that will supply energy to the Mill Park Leisure Centre (once redeveloped) and surrounding recreational and care uses.

PUBLIC SUBMISSIONS

Public submissions will be invited on the proposed lease under Section 223 of the *Local Government Act 1989*. An advertisement will be placed in the Whittlesea Leader newspaper and Council's website (public notice section) on Tuesday 11 June 2019, requesting that public submissions be received by 12 noon on Wednesday 10 July 2019.

FINANCIAL IMPLICATIONS

A rental of \$0.10 per annum (peppercorn rental fixed in perpetuity, plus GST) will be charged in lieu of the financial contribution provided by Ausnet installing the new power kiosk (total cost of the works is \$121,931).

POLICY STRATEGY AND LEGISLATION

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

LINK TO STRATEGIC RISKS

Strategic Risk *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

The proposed lease and installation of the new power supply kiosk will ensure suitable delivery of the Mill Park Leisure Centre redevelopment at a minimal financial cost to Council. The kiosk will also enable other neighbouring community services (i.e. DPV Health, Mill park softball) to have access to power supply upgrades.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Enabling the vision
Whittlesea 2040 Key Direction	Making it happen
Strategic Objective	Our Council explores and develops collaborative approaches and partnerships to deliver services, buildings and community spaces
Council Priority	Organisational 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

Lease of part of Council's land adjacent to the Mill Park Leisure Centre redevelopment at 29W Morang Drive, Mill Park, to Ausnet, will enable the installation of the required new power kiosk to service the Mill Park Leisure Centre and surrounding recreational and care facilities at minimal financial cost to Council.

RECOMMENDATION

THAT Council resolve to:

1. Invite public submissions in accordance with Section 190 and 223 of the *Local Government Act 1989*, on its intentions to lease part of Council's land adjacent to the Mill Park Leisure Centre redevelopment, located at 29W Morang Drive, Mill Park, to Ausnet Services ('Ausnet'). The lease will enable the installation of a new power kiosk to replace the existing power supply servicing the Mill Park Leisure Centre and surrounding recreational and care facilities. The lease will be drawn under the following terms and conditions –

- a) The Tenant will be offered a lease for an initial period of 30 years and offer one further term of 20 years.
 - b) The Tenant will pay an annual rental of \$0.10 (peppercorn rental fixed in perpetuity plus GST) (if demanded) in recognition of Ausnet's financial investment provided by Ausnet installing the new power kiosk.
- 2. Establish an advisory Committee of Council comprising of South East Ward Councillors, to consider any written submissions received on the proposal and make recommendations to Council on any such submissions.
- 3. Authorise the Chief Executive Officer to carry out administrative procedures necessary to enable Council to carry out its functions under Section 223 of the *Local Government Act 1989*.
- 4. Receive a further report on the proposed lease following the close of the submission period.



LOCATION PLAN

Parking Schedule

New Car Parks	264
New Accessible Car Parks	12
Total New Carparks	276

Accessible Parking Notes:
 Accessible Car Parking Spaces to be constructed in accordance with AS2990.6.
 Each accessible car space is to be identified with a white symbol of access on a blue square background in accordance with AS/NZS 2890.6 Clause 3.1.

The accessible car space is to be outlined with unbroken lines of 80 - 100 mm width on all sides excepting any side delineated by a kerb, barrier, or wall in accordance with AS/NZS 2890.6 Clause 3.2(a).
 The adjacent shared area is to be outlined with unbroken lines of 80 - 100 mm width on all sides excepting any side delineated by a kerb, barrier, or wall, and marked with 45 x 10° angled stripes of 150 - 200mm width, set 200 - 300mm apart (AS/NZS 2890.6 Clause 3.2(b)(ii)).

Legend - Fixtures

- HYD Fire Hydrant shown indicatively only to nominal location. Refer to Hydraulics drawings for scope.
- GP Stormwater / Grated Pit shown indicatively only.
- Existing Tree - To Remain shown indicatively only (refer to Landscape documentation for scope).
- Accessible Shared Space Bulbhead 1500mm dia bollard, 1500mm high above ground level with rounded top, paint 'safety yellow' compliant with AS1428 and AS2890.6.
- Bollard (Fixed), refer to Civil Documentation for specification.
- Bollard (Removable), refer to Civil Documentation for specification.
- NOTE: Bollards at MFLC forecourt and front path by Landscape Architect - refer to Landscape documentation for specification and layout.
- External Flood Light - refer to Electrical Documentation for specification.

Legend - General

- Out of Scope
- New Extension (Main Building)
- Asphalt Road / Carpark
- New Landscaping - planting and paving (refer Landscape drawings)

NOTES:
 Refer to Landscape drawings for paving, and planting types and allocations.
 Refer to Civil drawings for carpark surface details, water-sensitive urban design, drainage requirements and further information.
 Car Park Lighting to Electrical Engineers documentation.

Date	No.	Amendment
12.12.18	C4	Soft Ball Carpark Amendment
23.11.18	C3	Car Park Lighting Clarification Update
21.11.18	C2	Car park Lighting Clarification
27.04.18	C1	Construction Issue



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Project
Mill Park Leisure Centre
 33 Morang Drive Mill Park

Drawing
Site Plan



Project Date	15 Nov 2016
Plot Date	14/12/2018 9:04:21 AM
Drawn	AD
Checked	LC
Scale	1 : 500 @A1

Project No.	316
Drawing No.	A-002
Revision	C4

CONSTRUCTION ISSUE

6.4.3 LEASE - CITYWIDE SERVICE SOLUTIONS - EPPING DEPOT - 68-96 HOUSTON STREET EPPING

Attachments:

1	Houston Street Accommodation ↓
2	Duffy Street Accommodation ↓

Responsible Officer: Director Corporate Services

Author: Senior Property Officer

RECOMMENDATION SUMMARY

1. Resolve that Council officers commence the statutory processes required under the *Local Government Act 1989*, to lease part of Council's Epping depot located at 68-96 Houston Street and 51-59 Duffy Street, Epping, to CityWide Service Solutions ('Citywide').
2. Invite and consider public submissions received pursuant of *Section 223 of the Local Government Act 1989* and that all findings be presented in a report to Council at its earliest convenient meeting.
3. Present a further report on the proposed lease following the close of the submission period.

KEY FACTS AND / OR ISSUES

- The Parks and Open Space Maintenance Services contracts allows for the continued high level presentation of the city and of the city's parks and street tree network. This contract is the largest that Council has awarded in its history.
- Citywide was awarded contract 2016-201B for a period of six years (commencing 1 April 2019) The contract has provision for two further options of three years and one year respectively. Under contract 2016-201B, a lease of Council land must be offered to Citywide for the same period (and specified terms) to that stated within the contract.
- A lease gross rental of \$44,000 per annum (plus GST and outgoings) is to be charged in accordance with the rates tendered under the Parks & Open Space maintenance contract CT 2016-201B. The rent will be reviewed annually to CPI ('*All Melbourne index*') at the anniversary date of the lease commencement date (1 April 2019). Council will reserve the right to undertake a market rent review at the expiry of the initial term and each of the further terms.

REPORT**BACKGROUND**

Council, at its meeting held on 2 October 2018, formally resolved that contract number 2016-201 for Parks & Open Space Maintenance Services is awarded for a term commencing 1 April 2019 to 31 March 2025 with extension options to 31 March 2029:

- To Green Life Group for Part A (Parks Maintenance)
 - For the total year one lump sum price of \$8,068,352.33; and
 - For the tendered schedule of rates with total expenditure estimated at \$58,261,917.
- To Citywide Service Solutions for Part B (Trees Maintenance)
 - For the total year one lump sum price of \$2,606,200, and
 - For the tendered schedule of rates with total expenditure estimated at \$17,824,315.

The purpose of this contract is to maintain a network of high quality open space areas, park trees and streetscapes.

As part of the contract conditions, CityWide was awarded suitable accommodation facilities to house its staff within the Epping Depot (*see Attachment 1 – Houston Street Accommodation*) along with the provision of suitable material stock-piling areas (*Attachment 2 - Duffy Street Accommodation*). The lease areas would replicate that tendered and awarded to CityWide Service Solutions in 2009 under contract CT090801.

All terms and conditions of the lease will be drawn up in consideration of similar leases held by Council, including the payment of rent (monthly basis), rates and taxes, insurance, legal costs, maintenance and the removal of any unwanted improvements at the expiry of the lease or each of the further terms (if exercised). The lease is to run concurrently with the contract and to be surrendered at the same date as the contract is terminated or surrendered.

PROPOSAL

To commence the statutory processes required under the *Local Government Act* to lease part of Council's Epping depot located at 68-96 Houston Street and 51-59 Duffy Street Epping, to CityWide Service Solutions, for the purposes of providing staff accommodation and material stock-piling services under the Parks & Open Space maintenance contract CT 2016-201B.

PUBLIC SUBMISSIONS

Public submissions will be invited on the proposed lease under Section 223 of the *Local Government Act 1989*. An advertisement will be placed in the Whittlesea Leader newspaper and Council's website (public notice section) on Tuesday 11 June 2019, requesting that public submissions be received by 12 noon on Wednesday 10 July 2019.

FINANCIAL IMPLICATIONS

A lease gross rental of \$44,000 (full market rental, plus GST and outgoings) is to be charged in accordance with the rates tendered under the Parks & Open Space maintenance contract CT 2016-201. The rent will be reviewed annually to CPI (*'All Melbourne index'*) at the anniversary date of the lease commencement date (1 April 2019). Council will reserve the right to undertake a market rent review at the expiry of the initial term and each of the further terms..

POLICY STRATEGY AND LEGISLATION

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

LINK TO STRATEGIC RISKS

Strategic Risk *Contractor Management - Failure to manage contractors to deliver agreed outcomes*

The proposed lease to CityWide Service Solutions will ensure that suitable staff accommodation and material stock-piling facilities are provided under the Parks & Open Space maintenance contract CT 2016-201B. The provision of facilities ensures efficiencies of services carried out and ensure Council officers retain a direct and accessible relationship with its appointed contractors.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Sustainable environment
Whittlesea 2040 Key Direction	Valued natural landscapes and biodiversity
Strategic Objective	We support our community to be environmentally aware and active
Council Priority	Environmental 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

To commence the statutory processes required under the *Local Government Act* to lease part of Council's Epping depot located at 68-96 Houston Street and 51-59 Duffy Street, Epping, to CityWide Service Solutions, for the purposes of providing staff accommodation and material stock-piling services under the Parks & Open Space maintenance contract CT 2016-201B.

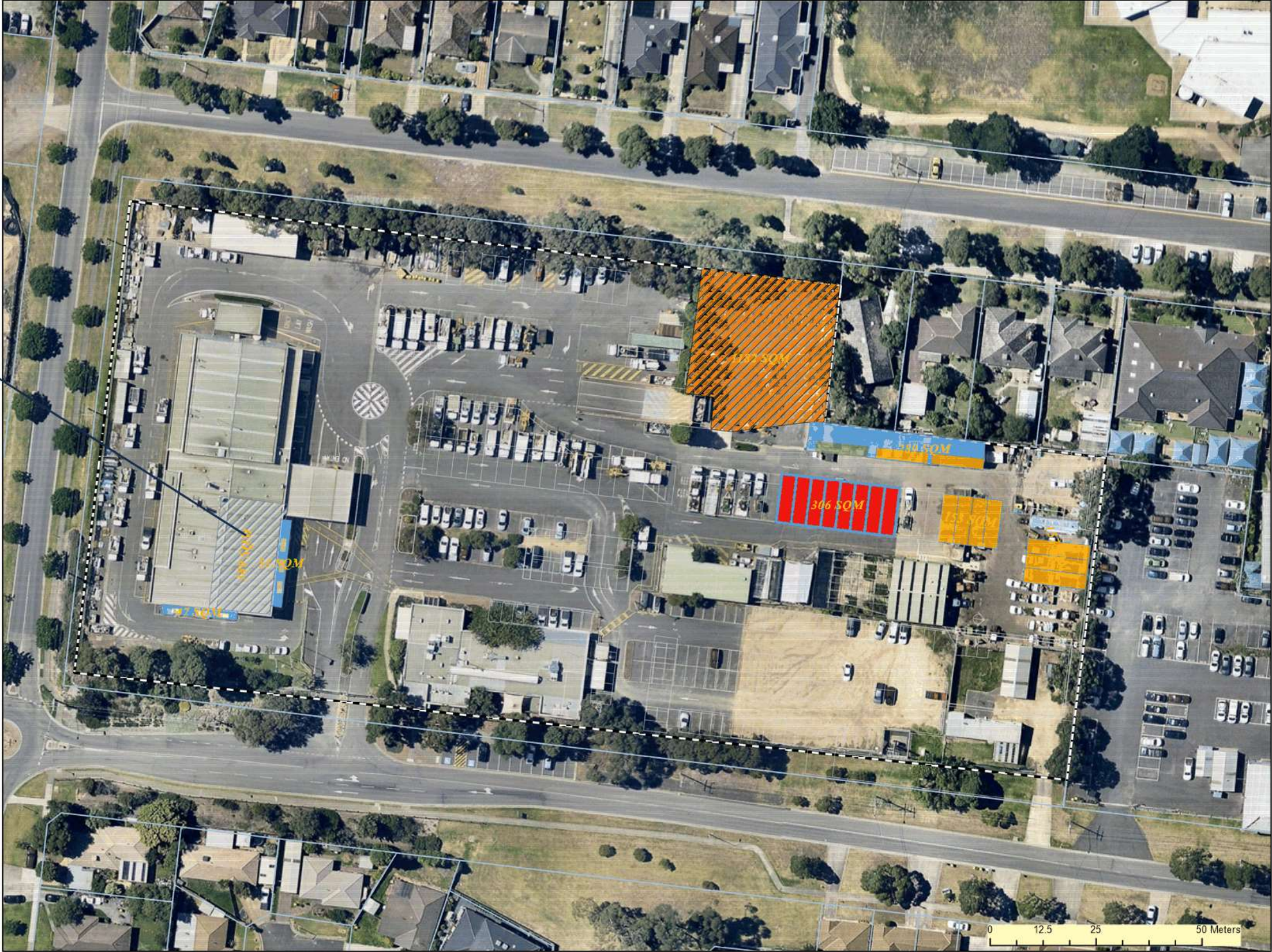
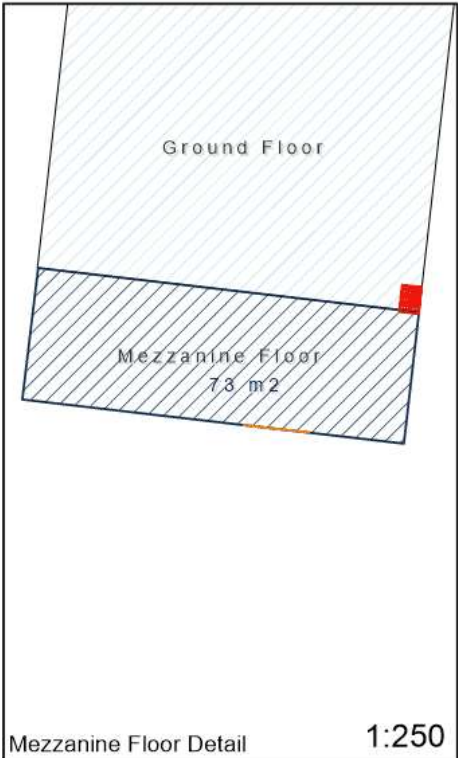
RECOMMENDATION

THAT Council resolve to:

1. Invite public submissions in accordance with Section 190 and 223 of the *Local Government Act 1989*, on its intentions to lease part of Council's Epping depot located at 68-96 Houston Street and 51-59 Duffy Street, Epping, to CityWide Service Solutions, for the purposes of providing staff accommodation and material stock-piling services under the Parks & Open Space maintenance contract CT 2016-201B. The lease will be drawn under the following terms and

conditions –

- a) The Tenant will be offered a lease for an initial period of six years with options for further terms of three years and one year respectively.
 - b) The Tenant will pay a commencement rental of \$44,000 (plus GST and outgoings) in accordance with the rates tendered under the Parks & Open Space maintenance contract CT 2016-201B.
 - c) The rent will be reviewed annually to CPI (*'All Melbourne index'*) at the anniversary date of the lease commencement date (1 April 2019). Council will reserve the right to undertake a market rent review at the expiry of the initial term and each of the further terms.
2. Establish an advisory Committee of Council comprising of South West Ward Councillors, to consider any written submissions received on the proposal and make recommendations to Council on any such submissions.
 3. Authorise the Chief Executive Officer to carry out administrative procedures necessary to enable Council to carry out its functions under Section 223 of the *Local Government Act 1989*.
 4. Receive a further report on the proposed lease following the close of the submission period.





City of Whittlesea

Produced by: Sultana Nasrin | Senior GIS Officer
Date of plot: 19/02/2018
Council Ref: 171832

Provision of Parks & Open Space Maintenance Services 2016-201
PART B- Tree Maintenance
Appendix 6: Accommodation - Houston Street, Epping Depot

Parks & Open Space Department
Tel: (03) 9401 0564
Fax: (03) 9409 9841
Internet: <http://www.whittlesea.vic.gov.au>

Accommodation
TOTAL AREA 2187 SQM

- 22 M TRAVEL TOWER [1]
- OFFICE /MACHINERY STORAGE 389 SQM
- LARGE HEAVY FLEET [8]
- SHARED SPACE 1182 SQM
- OPERATIONAL LIGHT FLEET [6]
- PARKING ALLOCATION = 1005 SQM
- HEAVY FLEET + MOBILE PLANT [9]



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Provision of Parks & Open Space Maintenance Services-2016-201
PART B- Tree Maintenance
Appendix 7 : Accommodation - Duffy Street, Epping Depot

Parks & Open Space Department
Tel: (03) 9401 0564
Fax: (03) 9409 9641
Internet: <http://www.whittlesea.vic.gov.au>

Produced by: Sultana Nasrin | Senior GIS Officer
Date of plot: 19/02/2018
Council Ref: 171832

Legend

TYPE
 Shared Use Area



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6.4.4 2019 PROCUREMENT POLICY REVIEW

Attachments:

1	Revised Procurement Policy (marked-up) ↓
2	Revised Procurement Policy (clean) ↓

Responsible Officer: Director Corporate Services

Author: Team Leader Procurement

RECOMMENDATION SUMMARY

That Council resolve to adopt the revised Procurement Policy.

KEY FACTS AND / OR ISSUES

The Procurement Policy has been reviewed in accordance with legislative requirements to conduct an annual review in each financial year. Staff and Councillors were consulted for input. A range of amendments are proposed, including:

- An additional point in the 'Principles' section listing IBAC recommendations as a source that informs the policy.
- A paragraph in the 'Scope' section to accommodate the application of any regional procurement policy that may be developed.
- A new section 4.2 addressing Performance Targets and corresponding amendments in the 'Performance Indicators' section.

REPORT**BACKGROUND**

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

The Procurement Policy has now been reviewed based on feedback that has been collected since the last review in 2018. All feedback received was carefully considered and amendments have been drafted to ensure the Policy remains relevant, effective and up to date.

PROPOSAL

Detailed below are a range of proposed amendments to the Procurement Policy which have arisen during the review process. All proposed amendments are clearly identified in the marked-up copy of the Policy (refer to Attachment 1). A 'clean' copy of the policy that is recommended for adoption is provided at Attachment 2.

1. IBAC Recommendations

The Victorian Independent Broad-based Anti-corruption Commission (IBAC) regularly reports findings of investigations into corruption in public institutions. IBAC also recently published a Local Government Integrity Frameworks Review detailing a range of recommended good practices. Such documents are regularly assessed for potential improvements to our policy.

On this occasion no specific changes have been proposed which originate from IBAC recommendations, however the policy 'Principles' section now lists IBAC recommendations as a source that informs the policy.

2. Regional collaboration

City of Whittlesea is a member of the Northern Region group of councils. There has been a significant increase in collaboration between members of the group which has delivered excellent value for our respective communities. It is noted, however, that some complexities have arisen due to policy discrepancies between member councils.

To address this the City of Whittlesea proposed the development of a Regional Procurement Policy which would apply to all collaborative procurement activity undertaken within the region. That proposal is supported by all other members of the Northern Region Procurement Excellence Network and development of the framework has commenced.

A paragraph has been added to the 'Scope' section of the City of Whittlesea Procurement Policy to accommodate the application of any regional policy that is developed.

3. Performance targets

In January and February 2019 the City of Whittlesea Executive Leadership Team endorsed performance targets relating to:

- Percentage savings in the procurement of capital works and recurring services
- The percentage return on procurement investment
- Sustainable Procurement spend as a percentage of total procurement spend.

These strategic procurement initiatives have already had a very positive impact in terms of savings achieved and increasing the amount of sustainable procurement spend. A new section 4.2 (Performance Targets) has been inserted. Corresponding amendments have also been made in the 'Performance Indicators' section which immediately follows. Note that

the actual targets are likely to increase over time so, to avoid unnecessary policy amendments, they have not been detailed in the policy.

All references to the 'Procurement Development Plan' have been updated to read 'Strategic Procurement Plan' (in which the actual performance targets have been set).

CONSULTATION

The Procurement Policy is publicly available via Council's website. Submissions were invited from Councillors and staff involved with procurement activity. All feedback received was carefully considered and amendments have been proposed to ensure the Policy remains relevant, effective and up to date.

CRITICAL DATES

The revision of the Procurement Policy has been completed within this financial year in accordance with the requirements of Section 186A(7) of the *Local Government Act 1989*.

FINANCIAL IMPLICATIONS

The efficient and effective procurement of goods and services is an outcome of good governance and effective financial management. It ensures that public funds are used in a proper manner and that best value is achieved.

POLICY STRATEGY AND LEGISLATION

The Procurement Policy has linkages with legislation and a range of internal and external strategies and policies (refer to page 4 of Attachment 2).

LINK TO STRATEGIC RISKS

Strategic Risk *Financial Sustainability - Inability to meet current and future expenditure*

The effective management of strategic procurement is evidenced by amendments relating to a regional collaboration policy and the setting of performance targets. The maximisation of savings and sustainable procurement spend is a key action in the mitigation of financial sustainability risks.

Strategic Risk *Fraud and Corruption - Failure to prevent and/or detect fraudulent activity and corruption which may result in serious financial or reputational damage*

The effective management of fraud and corruption risks is evidenced by amendments relating to incorporation of IBAC recommendations. The implementation of such recommendations where practicable will help to ensure Council's systems and processes are robust.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Enabling the vision
Whittlesea 2040 Key Direction	Making it happen
Strategic Objective	Our Council explores and adopts best practice models
Council Priority	Organisational 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

The revised Procurement Policy effectively sets direction to ensure Council's procurement activities are conducted with an appropriate balance of probity and efficiency. The Policy sets the framework for best practice procurement across the organisation.

RECOMMENDATION

THAT Council resolve to adopt the revised Procurement Policy appended at Attachment 2.



Procurement Policy

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Policy statement

Council is committed to adopting appropriate best practice purchasing and contracting principles, policies, and procedures for the procurement of all goods, services and works.

It is recognised this will enhance achievement of Council objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining value for money. These lead to a better result for the City of Whittlesea in the provision of services for the community.

Principles

This Policy is informed by:

- The Municipal Association of Victoria Model Procurement Policy
- The good practice guide titled “Public Sector Procurement: Turning Principles into Practice” published by the Victorian Auditor-General’s Office, and
- The Victorian Local Government Best Practice Procurement Guidelines
- Recommendations of the Victorian Independent Broad-based Anti-corruption Commission

Objectives

The procurement policy will:

- provide policy and guidance to the City of Whittlesea to allow consistency and control over procurement activities
- demonstrate accountability to ratepayers
- provide guidance on ethical behaviour in public sector procurement
- demonstrate the application of elements of best practice in procurement
- increase the probability of obtaining the Best Value outcome (as defined in the [Local Government Act 1989](#)) when procuring goods, services and works.

These objectives will be achieved by requiring that the City of Whittlesea’s contracting, purchasing and contract management activities:

- Support the City of Whittlesea’s corporate strategies, aims and objectives
- Span the whole life cycle of an acquisition and take sustainability considerations into account
- Achieve demonstrable value for money and quality
- Are conducted, and are seen to be conducted, in an impartial, fair and ethical manner

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- Seek continual improvement through innovative and technological initiatives
- Generate and support business in the local community wherever practicable.

Context/Rationale

This Procurement Policy is made under Section 186A of the [Local Government Act 1989](#). This section of the Act requires councils to prepare, approve and comply with a Procurement Policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by Council.

This Policy applies to all contracting and procurement activities at the City of Whittlesea and is applicable to Councillors, Council officers and temporary employees, contractors and consultants while engaged by the City of Whittlesea.

Scope

The procurement policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

If a regional procurement policy that applies to the City of Whittlesea is adopted, that policy shall take precedence whenever collaborative procurement activity is undertaken within the region.

Measurement

The outputs and outcomes related to this Policy will be assessed according to the tools available through Council's Evaluation Framework, and reported back to Council.

Key linkages

All City of Whittlesea policies comply with the *Victorian Charter of Human Rights and Responsibilities*.

This policy has clear linkages to a range of codes, charters, legislation and Council documents:

- [Local Government Act 1989](#)
- [Competition and Consumer Act 2010](#)
- City of Whittlesea Procurement Procedures and Guidelines
- City of Whittlesea Purchasing and Accounts Payable Manual
- City of Whittlesea Codes of Conduct and Disciplinary Policy
- City of Whittlesea Performance Improvement Policy
- [MAV Procurement Contract Management Guidelines](#)
- Australian Standard Code of Tendering (AS 4120—1994)

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- [Council's Stretch Reconciliation Action Plan 2017-2020](#)

This policy will help guide Council's work delivered through City of Whittlesea's:

- [Procurement Development Plan](#) [Strategic Procurement Plan](#)
- [Environmental Sustainability Strategy 2012-2022](#)

Procedures

1 Preliminaries

1.1 Definitions and Abbreviations

Term	Definition
Act	Local Government Act 1989 .
Aggregated Purchasing Contract	A contract established by the City of Whittlesea, government or a nominated agent for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
City of Whittlesea	This is the entire organisation, including all staff and elected representatives.
Commercial in Confidence	Information that, if released, may prejudice the business dealings of a party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide value for money.
Contract Management System	The electronic suite of software applications used by the City of Whittlesea Staff to issue tenders, communicate with suppliers and to perform all actions relating to the establishment and management of contracts.
Council	Council's elected representatives (the Mayor and Councillors).
Council staff	Includes all Council officers, temporary employees, contractor and consultants while engaged by Council
Local Business	A commercial business with an operational premises that is physically located within the municipal borders of the City of Whittlesea

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Probity	Within government, the word "probity" is often used in a general sense to mean "good process". A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the City of Whittlesea's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Schedule of Rates Contract	A standing offer arrangement based on a Schedule of Rates contract that sets out rates for goods and services which are available for the term of the agreement but without a commitment to purchase a specified value or quantity of goods or services.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit a quotation by tender followed by evaluation of submissions and selection of a successful bidder or tenderer in accordance with pre-determined evaluation criteria.
Total Contract Sum	The potential total value of the contract including any requested and approved allowance for variations but excluding pending extension options.
Value for Money	Value for money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • Contribution to the advancement of Council's priorities • Non-cost factors such as fitness for purpose, quality, service and support • Cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

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1.2 Treatment of GST

All monetary values stated in this policy include GST unless specifically stated otherwise.

2 Effective Legislative and Policy Compliance and Control

2.1 Ethics and Probity

2.1.1 Requirement

The City of Whittlesea's procurement activities shall be performed in an open and transparent manner with demonstrated integrity, fairness and accountability that meets or exceeds proper ethical expectations and all legal requirements.

2.1.2 Conduct of Councillors and Council staff

Council staff who are responsible for managing or supervising contracts are prohibited from performing any works under the contract they are supervising. Councillors and Council staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- Treat potential and existing suppliers with equality and fairness
- Not seek or receive personal gain
- Maintain confidentiality of Commercial in Confidence information such as contract prices and other sensitive information
- Present the highest standards of professionalism and probity
- Provide all suppliers and tenderers with the same information and equal opportunity
- Be able to account for all decisions and provide feedback on them.

2.1.3 Tender Processes

All tender processes shall be conducted in accordance with the requirements of this policy, relevant legislation and processes detailed in the City of Whittlesea's approved procurement procedures.

2.1.4 Conflict of Interest

Council staff shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their official duties.

Council staff involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender evaluation panels, etc. and Councillors and Council staff awarding tenders must:

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- **Avoid** conflicts, whether actual, potential or perceived, arising between their official duties and their private interests. Private interests include the financial and other interests of Councillors, Council staff and their family members;
- **Declare** that there is no conflict of interest. Where future conflicts or relevant private interests arise, Council staff must declare any conflict to the CEO. Where actual conflict of interest is confirmed, the relevant staff must be removed from decision making in the procurement process; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

2.1.5 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender. Impartiality must be maintained throughout the procurement process so it can withstand public scrutiny.

The commercial interests of existing and potential suppliers must be protected. Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as (but not limited to) prices, discounts, rebates, profit, methodology and intellectual property.

2.1.6 Accountability and Transparency

Accountability in procurement means being able to justify and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

Therefore the processes by which all procurement activities are conducted will be in accordance with the City of Whittlesea's procurement policies and procurement procedures. Additionally:

- All Council staff must be able to account for all procurement decisions made over the lifecycle of all goods, services and works purchased by the City of Whittlesea and maintain appropriately detailed and accurate records in accordance with associated procurement procedures and legislative requirements.
- All procurement activities are to provide for an audit trail for monitoring and reporting purposes.

2.1.7 Gifts and Benefits

No member of Council staff shall seek or accept any immediate or future reward or benefit in return for the performance of any duty or work for the City of Whittlesea or where it could be reasonably perceived as influencing them or their position.

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Any gift or benefit offered to a Councillor or staff member will be dealt with in accordance with the requirements of the relevant Code of Conduct.

Offers of bribes, commissions or other irregular approaches from organisations or individuals must be promptly brought to the attention of the CEO and Council.

2.1.8 Disclosure of Information

Commercial in-confidence information received by the City of Whittlesea must not be disclosed and is to be stored in a secure location.

Councillors and Council staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotation or during tender negotiations;
- All information that is Commercial in Confidence information
- Pre-contract information including, but not limited to, information provided in tenders or subsequently provided in post-tender negotiations.

Councillors and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with tenderers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by any tenderer.

At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised, other than authorised post-tender negotiations as outlined in the City of Whittlesea's procurement procedures or guidelines.

2.2 Governance

2.2.1 Structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The CEO shall:

- Maintain a procurement management responsibility structure and delegations ensuring accountability, traceability and auditability of all procurement decisions made over the lifecycle of all goods, services and works procured by the City of Whittlesea.
- Report to Council annually on the implementation, review and general compliance with the Procurement Policy.
- Ensure that the City of Whittlesea's procurement structure operates according to processes that:

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- Are flexible enough to purchase in a timely manner the diverse range of goods, works and services required by the City of Whittlesea
- Guarantee that prospective contractors and suppliers are afforded an equal opportunity to tender
- Encourage competition
- Ensure policies that impinge on the purchasing policies and practices are communicated and implemented.

The City of Whittlesea operates a centre-led procurement structure wherein all strategy, policy, technology, best practice and networking in procurement matters will be coordinated by the Procurement Team which is within the Corporate Accountability and Performance Department in the Corporate Services Directorate.

2.2.2 Standards

The City of Whittlesea's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with:

- The Act
- Applicable policies and procedures
- Codes of Conduct for Councillors, Staff and Others
- Other relevant legislative requirements including the [Competition and Consumer Act 2010](#).

Compliance will be monitored by the City of Whittlesea's Procurement Team and minor issues will be appropriately addressed by Council staff in leadership positions. Where required, serious compliance issues will be reported by the CEO to the Audit and Risk Committee and Council.

2.2.3 Methods

The City of Whittlesea's standard methods for purchasing goods, services and works shall be by any of the following:

- Purchase order following a quotation process from suppliers for goods or services that represent best value for money under directed quotation thresholds
- Under contract following a quotation or tender process
- Using Aggregated Purchasing Contracts

unless other arrangements are authorised by Council or under appropriate delegated authority on a needs basis as required by abnormal circumstances such as emergencies.

The City of Whittlesea may, at its discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders. Typically a multi-stage tender process will

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commence with an expression of interest stage followed by a tender process involving the organisations selected as a consequence of the expression of interest stage.

Additionally, for highly complex projects the City of Whittlesea may run sequential tenders, the first to solicit solutions, the second to compete to provide the solution selected by the City of Whittlesea. Such sequential tenders may or may not be preceded by the expression of interest phase.

2.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities. Accordingly, to give effect to this principle, the availability of existing funds within an approved budget or source of funds shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council staff must only authorise the expenditure of funds within their financial delegations. City of Whittlesea funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

2.3 Procurement Thresholds and Competition

Wherever it would likely achieve best value, procurements will be arranged under a relevant Aggregated Purchasing Contract or Schedule of Rates Contract that was established in accordance with section 186 of the [Local Government Act 1989](#).

In every procurement activity all practicable efforts will be made:

- to identify potential Local Businesses that may have the capability and capacity to provide suitable works, goods or services, and
- to request at least one quotation from a Local Business.

A contracted schedule of rates or a written advertised price is considered to be a written quotation.

Obtaining sufficient quotations can sometimes be difficult, e.g. if there are few suppliers for the goods, services or works being sought or where the work is highly specialised. In such a case a Director or the CEO may waive the requirement for three quotations or tender offers.

2.3.1 Quotation Threshold

A range of quotation thresholds will apply and procurement transactions will not be split to circumvent those thresholds.

For procurements valued below \$15,000:

A minimum of one written quotation shall be obtained. After considering cost and risk the purchase shall be arranged via the most appropriate procurement option.

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For procurements valued from \$15,000 to less than \$50,000:

A minimum of three written quotations shall be obtained and a standard purchase order will be issued.

For procurements valued from \$50,000 to the public tender threshold:

A minimum of three written tenders shall be obtained and the procurement shall be arranged under a contract established via a selective Tender Process.

2.3.2 Tender Process

Tenders will be conducted in accordance with the City of Whittlesea's approved procurement procedures and invited from a sufficient number of contractors, service providers or suppliers such that there is a reasonable prospect of obtaining a minimum of three tender offers. The process involves the issue of City of Whittlesea's standard Request for Tender (RFT) documentation and requires:

- Tenders to be invited, received, evaluated and awarded to the supplier who tendered the best value for money outcome. These processes are conducted and recorded via the City of Whittlesea's Contract Management System
- Placement of the order by the issue of a standard letter of acceptance which quotes the related purchase order number
- Receipt and verification of all required compliance documents (insurances, securities, etc.) before approving commencement of services or works.

All contracts require submission of contract variation reports (if increases to the term or the contract sum are required) and a finalisation report at the end of the contract.

2.3.3 Public Tender Requirements

Section 186 of the [Local Government Act 1989](#) details circumstances when tenders or expressions of interest for contracts must be publicly advertised. This applies to contracts valued from \$150,000 (for purchases of goods or services) and \$200,000 (for purchases of works). Those values are commonly referred to as the public tender threshold.

However even if section 186 does not apply, public expressions of interest or tenders may be called if it is considered that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to better Value for Money.

For all public tenders advertised by the City of Whittlesea, a tender evaluation panel comprising of at least 3 persons must be established and a detailed Tender Probity and Evaluation Plan shall be developed, approved and strictly adhered to by that panel. Amongst other things this involves the establishment of more detailed evaluation criteria and the application of a pre-approved and sophisticated weighted scoring system.

The Tender Probity and Evaluation Plan will be completed and approved prior to the tender being advertised.

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2.3.4 Panel Contract Orders

Council awards some contracts to multiple tenderers thereby appointing a panel of preferred suppliers. Wherever practicable the allocation of orders for works, services or goods under such panel contracts will be undertaken in accordance with the relevant procurement method described above. The allocation, variation and finalisation of panel contract orders may be approved by the CEO or under delegated authority.

2.4 Delegation of Authority

2.4.1 Requirement

Delegations define the limitations within which Council staff are permitted to work. Delegation of procurement authority allows specified Council staff to approve certain purchases, quotations, tender and contractual processes without prior referral to Council. This enables the City of Whittlesea to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

As such, Council has delegated responsibilities as detailed below relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for contract management activities.

2.4.2 Delegations

2.4.2.1 Council staff

The CEO shall maintain a documented scheme of procurement delegations, identifying the Council staff authorised to make such procurement commitments in respect of goods, services and works on behalf of Council and their respective delegations.

For procurements where the Total Contract Sum does not exceed the CEO's financial delegation the following actions may be approved under delegated authority:

- Contract awards
- Contract term extensions
- Contract variations
- Contract finalisations
- Short listing of pre-qualified suppliers.

2.4.2.2 Delegations Reserved for Council

For procurements where the Total Contract Sum exceeds the CEO's financial delegation the following commitments and processes must be approved by Council:

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- Contract awards
- Contract term extensions
- Contract sum increases
- Contract finalisations.

2.5 Internal Controls

The CEO will install and maintain a framework of internal controls over procurement processes that will ensure:

- More than one person is involved in and responsible for a transaction end to end
- Transparency in the procurement process
- A clearly documented audit trail exists for procurement activities
- Appropriate authorisations are obtained and documented
- Systems are in place for appropriate monitoring and performance measurement.
- A process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the Executive Leadership Team, the Audit and Risk Committee and Council.

2.6 Commercial Information

Procurement activities will be carried out in a way that supports Council staff in meeting their obligations to ensure information of a commercially sensitive or confidential nature is obtained, stored, processed or published (where applicable) in an appropriate manner in accordance with the relevant procedures and guidelines.

2.7 Risk Management

2.7.1 General

Risk Management is to be appropriately planned and carried out at all stages of procurement activities in order to protect and enhance the City of Whittlesea's capability to prevent, withstand and recover from interruption to the supply of goods, services and works and to generally protect the City of Whittlesea's interests.

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each part of the sourcing, transition, delivery and finalisation stages of procurement. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

2.7.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the City of Whittlesea to risk.

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The City of Whittlesea will minimise its risk exposure by measures such as:

- Using standard contracts that include current, relevant clauses
- Requiring security deposits where appropriate
- Referring specifications to relevant experts where appropriate
- Requiring contractual agreement before allowing the commencement of work
- Using or referring to relevant Australian Standards (or equivalent)
- Effectively managing the contract, including monitoring and enforcing performance.

2.8 Contract Terms

All contractual relationships must be documented in writing based on the standard terms and conditions approved for use by Council staff. Where this is not possible, prior approval to use varied terms and conditions must be obtained from Team Leader Procurement who may seek specialised procurement and legal advice as required.

To protect the best interests of the City of Whittlesea, terms and conditions must be settled in advance of any commitment being made with a supplier.

2.9 Endorsement

Council staff must not publicly endorse any products or services without the permission of the relevant Director or the CEO.

2.10 Dispute Resolution

Where relevant, the City of Whittlesea contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes escalating to legal action.

2.11 Category Management

A 'Category' is an area of spend determined by known market boundaries separating different products, services or industries. Category management recognises that suppliers within a certain market are likely to have similarities which enable a tailored approach to procurement that achieves Value for Money.

The Council has a Category Management approach to procurement which brings together expertise from across the Council to identify the most appropriate and effective approach to deliver the Council's outcomes through sourcing and supply arrangements.

The main objective of category management is to reach a point where all or a very high percentage of the Council's spend within a category is being channelled through approved arrangements, aligned with strategic priorities such that value is maximised on every dollar

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of expenditure. An example of this is the aggregation of City of Whittlesea's temporary agency staff appointments. The new arrangement resulted in savings of around 10% and improved levels of reporting and control over spend.

2.12 Contract Management

Good contract management ensures goods, services or works are delivered to the required standards of quality and quantity as intended by the contract by:

- Establishing a system monitoring and achieving the responsibilities and obligations of all parties under the contract
- Providing a means for the early recognition of issues and performance problems and the identification of solutions
- Adhering to the City of Whittlesea's risk management framework and relevant Occupational Health and Safety and sustainability requirements.

City of Whittlesea contracts are to include contract management requirements commensurate with the complexity of the procurement. Furthermore, contracts are to be proactively managed by the member of Council staff responsible for the delivery of the contracted goods, services or works to ensure the City of Whittlesea, and therefore the community, receives Value for Money.

Contract Management is to be conducted by Council staff in accordance with the processes, requirements and guidelines detailed in the City of Whittlesea's approved procurement procedures.

2.13 Variation of contracts

Contracts occasionally require variation to address unforeseeable circumstances or to take advantage of opportunities to achieve better Value for Money. Such variations are requested, approved and documented in accordance with the City of Whittlesea's systems and approved procurement procedures.

The approval of variations by the Council (or a delegate with a limit exceeding the Total Contract Sum) protects against incremental increases beyond approved thresholds (commonly known as 'scope creep').

2.14 Significant Contracts

Council awards some contracts that are strategically critical and of relatively high value. In recognition of their importance to the community the Executive Leadership Team has designated these as 'significant contracts' and appointed Contract Owners to help ensure their successful delivery.

The role of the Contract Owner is to provide additional senior oversight of the management of a significant contract by:

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- regularly meeting the Contract Manager to review reports and discuss performance;
- providing direction and guidance on key decisions, and
- ensuring that the CEO and Council are briefed as necessary.

Contract Owners promote timely and effective response to emerging issues in significant contracts with the aim of protecting Council's interests and ensuring community satisfaction.

2.15 Performance Standards

Council staff will ensure that the required performance standards and specifications relating to delivery of works, goods and services are met. To achieve this, staff will undertake (under the guidance of the Procurement Team) all reasonable actions and exercise all of the City of Whittlesea's rights as are necessary to protect the interests of the Council and the community; including the enforcement of consequences for contractual non-compliance.

When the need arises to take serious action to enforce performance standards (e.g. litigation or invocation of penalty clauses) the Director of the department managing the contract shall brief Council on the background, proposed action and the resultant outcomes.

3 Demonstrate Sustained Value

3.1 Integration with Council Strategy

Council's procurement policy shall support the overall strategic direction as set out in the Community Plan (Whittlesea 2025), the [Procurement Development Plan](#) [Strategic Procurement Plan](#) and other relevant adopted Council strategies.

3.2 Achieving Value for Money

3.2.1 Requirement

The City of Whittlesea's procurement activities will be carried out on the basis of obtaining value for money. This means minimising the total cost of ownership over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of value for money.

3.2.2 Approach

This will be facilitated by:

- Achieving continuous improvement in procurement activity in accordance with the direction set out in the City of Whittlesea's [Procurement Development Plan](#) [Strategic Procurement Plan](#)
- Developing, implementing and managing processes that support the co-ordination and streamlining of activities throughout the procurement lifecycle

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- Effective use of competition
- Using Aggregated Purchasing Contracts and Schedule of Rates Contracts where appropriate
- Identifying and rectifying inefficiencies in procurement processes
- Developing cost efficient tender processes
- Council staff responsible for providing procurement services or assistance within the City of Whittlesea providing competent advice in terms of available products and agreements
- Working with suppliers to create relationships that are professional and productive, and are appropriate to the value and importance of the goods, services and works being acquired.

3.2.3 Role of Specifications

Specifications used in quotations, tenders and contracts are to support and contribute to the City of Whittlesea's Value for Money objectives through being written in a manner that:

- Ensures impartiality and objectivity
- Wherever practicable, allows for the use of a range of available products
- Encourages environmental, social and economic sustainability
- Eliminates unnecessarily stringent requirements.

3.3 Contract Performance Measure and Continuous Improvement

Appropriate performance measures are to be established and reporting systems will be used to monitor contract performance and compliance.

Drafting of new contract specifications will include consideration of any possible improvements and, wherever practicable, comparison with other similar and recent documents sourced from specialists or others within the relevant industry.

3.4 Sustainable Procurement

3.4.1 General

Council requires the consideration of sustainability in all its procurement activities. Opportunities will be taken to generate economic, social and environmental benefits whenever it is practicable and achieves Value for Money.

3.4.2 Economic Sustainability

Council is committed to procurement that supports Local Businesses and economic diversity in the municipality. Whenever practicable the City of Whittlesea will give effective and substantial preference to contracts for the purchase of goods, machinery or material

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manufactured or produced in Australia or New Zealand and will actively seek quotes and tenders from local businesses.

Council is committed to buying from Local Businesses where such purchases may be justified on Value for Money grounds. The City of Whittlesea will continue to actively encourage engagement of Local Businesses in Council activities by:

- Looking for opportunities to simplify our documentation and to identify local businesses that have the potential to supply to the City of Whittlesea, and
- Conducting annual presentations to assist local businesses with becoming suppliers and tendering for City of Whittlesea contracts.

To help promote the local economy and economic sustainability the City of Whittlesea will give preference to quotations and tender offers received from Local Business.

3.4.3 Social Sustainability

Council is committed to building stronger communities and meeting social objectives which benefit the community and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes.

Council prefers to procure from organisations with a demonstrated commitment to human rights and improving local communities, particularly where this is evidenced by social enterprise, fair trade certification, direct community involvement or other demonstrable positive impacts on society. Procurement activity will take these factors into account alongside other Value for Money considerations.

When establishing procurement projects, the associated documentation (where applicable) will properly articulate the requirements to achieve positive social outcomes. The City of Whittlesea will consider the following social procurement criteria, depending on the nature of the purchase:

- Local training and employment for unemployed and/ or disadvantaged municipal residents
- Sourcing goods and/ or services from social enterprises and capacity building of social enterprises to grow and deliver greater social returns
- Community building initiatives.

3.4.3.1 Equality and Diversity

The requirements of the Victorian Equal Opportunity Act 2010, Council's Equal Opportunity Policy and Commonwealth anti-discrimination legislation are applied to the procurement of goods, services and works.

Promoting equality and diversity through procurement can improve competition, value for money, the quality of public services, satisfaction among users and community relations. It

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should be a consideration in every procurement project and reflect corporate commitment to diversity and equal opportunity wherever possible.

A wide range of suppliers should be encouraged to compete for City of Whittlesea work. Types of organisations offering diversity include businesses that are:

- Female-led
- Aboriginal
- Culturally and linguistically diverse
- Small to medium enterprises
- Employing people with disabilities

To help promote social sustainability the City of Whittlesea will give preference to quotations and tender offers that demonstrate social benefit.

The City of Whittlesea aims to stimulate Aboriginal entrepreneurship, business development and employment by providing Aboriginal businesses with more opportunities to participate in the economy. To achieve these aims a range of supporting procurement related activities have been incorporated into [Council's Stretch Reconciliation Action Plan 2017-2020](#).

3.4.4 Environmental Sustainability

Council, through its endorsed Community and Corporate Plans, [Environmental Sustainability Strategy 2012-2022](#) and numerous supporting guidelines is committed to environmental sustainability outcomes. This includes the efficient use of resources, protecting ecological systems and achieving zero net greenhouse gas emissions by 2020.

Environmentally preferred goods and services will be purchased whenever they present an acceptable Value for Money outcome.

Procurement policy, procedures and supporting guidelines provide all Council staff with instruction and guidance on the procurement decisions that support the implementation of Council's [Environmental Sustainability Strategy 2012-2022](#).

To help promote environmental sustainability the City of Whittlesea will give preference to quotations and tender offers that deliver environmentally preferable outcomes.

3.4.5 Development and Evaluation of Tenders

Procurement specifications, evaluation criteria and contract clauses must give effect to Council's endorsed sustainability related plans, strategies, policies and procedures. Procurement activity will involve assessment of sustainability risks and opportunities to improve the City of Whittlesea's triple bottom line performance will be incorporated in specifications to promote:

- Preservation of natural habitats;

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- Clean air, water and land;
- Efficient use of resources;
- Use of innovative technology;
- Avoidance of waste and hazardous materials;
- Protection from unethical labour sources and conditions, and
- Lawful and responsible behaviour with positive economic, social or environmental impacts.

To help promote Sustainable Procurement, Council staff will apply a price or evaluation score preference (whichever is more advantageous) to quotations and tender offers received from:

- a local business (5% preference), and
- any businesses that demonstrates other desirable sustainability practices and outcomes (up to an additional 5% preference).

4 Apply a Consistent and Standard Approach

4.1 Standard Processes

City of Whittlesea will provide effective commercial arrangements covering standard products and provision of standard services to enable sourcing of requirements in an efficient manner.

This will be achieved via established:

- Processes, procedures and techniques
- Tools and business systems
- Reporting requirements
- Application of standard contract terms and conditions.

4.2 Performance Targets

To help maximise the achievement of best value the City of Whittlesea has set performance targets for:

- the achievement of savings and benefits in the procurement of works, goods and services;
- the return on procurement investment, and
- the percentage Sustainable Procurement spend.

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4.24.3 Performance Indicators

City of Whittlesea will seek to improve its procurement performance by capturing and analysing data on key performance indicators including:

- Extent of contracts delivered on time and on budget
- The number of contracts issued annually
- New collaborative procurement contracts
- New preferred supplier contracts
- The number of total active creditors
- Value of ~~routine expenditure~~, savings and benefits achieved ~~and new opportunities~~
- Level of compliance with the Procurement Policy
- Annual spend on sustainable goods and services
- The return on procurement investment

4.34.4 Managing Compliance

The Procurement Team (and, where necessary, the Internal Compliance Officer) will conduct random and targeted audits of compliance with this policy and associated procurement procedures.

Serious or repeated compliance issues will be recorded and referred to Directors and/or the CEO for resolution. If necessary, the CEO will refer compliance matters to the Audit and Risk Committee and advise Council. Consequences of non-compliance will be in accordance with relevant Human Resources policies (including the Disciplinary Policy and Performance Improvement Policy.)

5 Build and Maintain Supply Relationships

Council recognises that in order to achieve sustainable value, a strategic assessment of the appropriate 'channel to market' should be undertaken – whether to go to market on its own, participate in regional or sector aggregated projects or panels, access State Government panel agreements or other means. The City of Whittlesea will consider supply arrangements that deliver the best value outcomes in terms of time, expertise, cost, value and outcome.

5.1 Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to the following:

- Managing existing suppliers via performance measurements to ensure the benefits are delivered.

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- Establishing preferred supplier contracts.

5.2 Supply Market Development

A wide range of suppliers are encouraged to compete for City of Whittlesea work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- Local businesses
- Green suppliers
- Small to medium sized enterprises (SMEs)
- Social enterprises
- Ethnic and minority business
- Voluntary and community organisations.

5.3 Communication

External communication is very important in ensuring a healthy interest from potential suppliers and partners to the City of Whittlesea. The whittlesea.vic.gov.au website provides access to a list of existing contract opportunities. Interested parties who register via the site may download tender documents free of charge.

6 Continuous Improvement

Council is committed to continuous improvement and will review the Procurement Policy annually to ensure that it continues to meet its wider strategic objectives. The City of Whittlesea will also implement a range of continuous improvement initiatives as identified in its endorsed [Procurement Development Plan](#) [Strategic Procurement Plan](#).

7 Policy Enquiries and Contact Details

For further information on the policy, please contact the Procurement Team via email to procurement@whittlesea.vic.gov.au or phone 03 9217 2372.

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Policy statement

Council is committed to adopting appropriate best practice purchasing and contracting principles, policies, and procedures for the procurement of all goods, services and works.

It is recognised this will enhance achievement of Council objectives such as sustainable and socially responsible procurement, supporting local economies and obtaining value for money. These lead to a better result for the City of Whittlesea in the provision of services for the community.

Principles

This Policy is informed by:

- The Municipal Association of Victoria Model Procurement Policy
- The good practice guide titled “Public Sector Procurement: Turning Principles into Practice” published by the Victorian Auditor-General’s Office, and
- The Victorian Local Government Best Practice Procurement Guidelines
- Recommendations of the Victorian Independent Broad-based Anti-corruption Commission

Objectives

The procurement policy will:

- provide policy and guidance to the City of Whittlesea to allow consistency and control over procurement activities
- demonstrate accountability to ratepayers
- provide guidance on ethical behaviour in public sector procurement
- demonstrate the application of elements of best practice in procurement
- increase the probability of obtaining the Best Value outcome (as defined in the [Local Government Act 1989](#)) when procuring goods, services and works.

These objectives will be achieved by requiring that the City of Whittlesea’s contracting, purchasing and contract management activities:

- Support the City of Whittlesea’s corporate strategies, aims and objectives
- Span the whole life cycle of an acquisition and take sustainability considerations into account
- Achieve demonstrable value for money and quality

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- Are conducted, and are seen to be conducted, in an impartial, fair and ethical manner
- Seek continual improvement through innovative and technological initiatives
- Generate and support business in the local community wherever practicable.

Context/Rationale

This Procurement Policy is made under Section 186A of the [Local Government Act 1989](#). This section of the Act requires councils to prepare, approve and comply with a Procurement Policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by Council.

This Policy applies to all contracting and procurement activities at the City of Whittlesea and is applicable to Councillors, Council officers and temporary employees, contractors and consultants while engaged by the City of Whittlesea.

Scope

The procurement policy provides direction on the conduct of procurement activities throughout the sourcing, management and disposal phases. It also covers the general procurement framework but does not extend to the related accounts payable processes.

If a regional procurement policy that applies to the City of Whittlesea is adopted, that policy shall take precedence whenever collaborative procurement activity is undertaken within the region.

Measurement

The outputs and outcomes related to this Policy will be assessed according to the tools available through Council's Evaluation Framework, and reported back to Council.

Key linkages

All City of Whittlesea policies comply with the *Victorian Charter of Human Rights and Responsibilities*.

This policy has clear linkages to a range of codes, charters, legislation and Council documents:

- [Local Government Act 1989](#)
- [Competition and Consumer Act 2010](#)
- City of Whittlesea Procurement Procedures and Guidelines
- City of Whittlesea Purchasing and Accounts Payable Manual
- City of Whittlesea Codes of Conduct and Disciplinary Policy
- City of Whittlesea Performance Improvement Policy

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- [MAV Procurement Contract Management Guidelines](#)
- Australian Standard Code of Tendering (AS 4120—1994)
- [Council's Stretch Reconciliation Action Plan 2017-2020](#)

This policy will help guide Council's work delivered through City of Whittlesea's:

- Strategic Procurement Plan
- [Environmental Sustainability Strategy 2012-2022](#)

Procedures

1 Preliminaries

1.1 Definitions and Abbreviations

Term	Definition
Act	Local Government Act 1989 .
Aggregated Purchasing Contract	A contract established by the City of Whittlesea, government or a nominated agent for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
City of Whittlesea	This is the entire organisation, including all staff and elected representatives.
Commercial in Confidence	Information that, if released, may prejudice the business dealings of a party, e.g. prices, discounts, rebates, profits, methodologies and process information, etc.
Contract Management	The process that ensures all parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the contract objectives and provide value for money.
Contract Management System	The electronic suite of software applications used by the City of Whittlesea Staff to issue tenders, communicate with suppliers and to perform all actions relating to the establishment and management of contracts.
Council	Council's elected representatives (the Mayor and Councillors).
Council staff	Includes all Council officers, temporary employees, contractor and consultants while engaged by Council
Local Business	A commercial business with an operational premises that is physically located within the municipal borders of the City of Whittlesea

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Probity	Within government, the word "probity" is often used in a general sense to mean "good process". A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the City of Whittlesea's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Schedule of Rates Contract	A standing offer arrangement based on a Schedule of Rates contract that sets out rates for goods and services which are available for the term of the agreement but without a commitment to purchase a specified value or quantity of goods or services.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties from either a select list or via public advertisement to submit a quotation by tender followed by evaluation of submissions and selection of a successful bidder or tenderer in accordance with pre-determined evaluation criteria.
Total Contract Sum	The potential total value of the contract including any requested and approved allowance for variations but excluding pending extension options.
Value for Money	Value for money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • Contribution to the advancement of Council's priorities • Non-cost factors such as fitness for purpose, quality, service and support • Cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

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1.2 Treatment of GST

All monetary values stated in this policy include GST unless specifically stated otherwise.

2 Effective Legislative and Policy Compliance and Control

2.1 Ethics and Probity

2.1.1 Requirement

The City of Whittlesea's procurement activities shall be performed in an open and transparent manner with demonstrated integrity, fairness and accountability that meets or exceeds proper ethical expectations and all legal requirements.

2.1.2 Conduct of Councillors and Council staff

Council staff who are responsible for managing or supervising contracts are prohibited from performing any works under the contract they are supervising. Councillors and Council staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- Treat potential and existing suppliers with equality and fairness
- Not seek or receive personal gain
- Maintain confidentiality of Commercial in Confidence information such as contract prices and other sensitive information
- Present the highest standards of professionalism and probity
- Provide all suppliers and tenderers with the same information and equal opportunity
- Be able to account for all decisions and provide feedback on them.

2.1.3 Tender Processes

All tender processes shall be conducted in accordance with the requirements of this policy, relevant legislation and processes detailed in the City of Whittlesea's approved procurement procedures.

2.1.4 Conflict of Interest

Council staff shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their official duties.

Council staff involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender evaluation panels, etc. and Councillors and Council staff awarding tenders must:

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- **Avoid** conflicts, whether actual, potential or perceived, arising between their official duties and their private interests. Private interests include the financial and other interests of Councillors, Council staff and their family members;
- **Declare** that there is no conflict of interest. Where future conflicts or relevant private interests arise, Council staff must declare any conflict to the CEO. Where actual conflict of interest is confirmed, the relevant staff must be removed from decision making in the procurement process; and
- **Observe** prevailing Council and Government guidelines on how to prevent or deal with conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

2.1.5 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender. Impartiality must be maintained throughout the procurement process so it can withstand public scrutiny.

The commercial interests of existing and potential suppliers must be protected. Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as (but not limited to) prices, discounts, rebates, profit, methodology and intellectual property.

2.1.6 Accountability and Transparency

Accountability in procurement means being able to justify and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

Therefore the processes by which all procurement activities are conducted will be in accordance with the City of Whittlesea's procurement policies and procurement procedures. Additionally:

- All Council staff must be able to account for all procurement decisions made over the lifecycle of all goods, services and works purchased by the City of Whittlesea and maintain appropriately detailed and accurate records in accordance with associated procurement procedures and legislative requirements.
- All procurement activities are to provide for an audit trail for monitoring and reporting purposes.

2.1.7 Gifts and Benefits

No member of Council staff shall seek or accept any immediate or future reward or benefit in return for the performance of any duty or work for the City of Whittlesea or where it could be reasonably perceived as influencing them or their position.

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Any gift or benefit offered to a Councillor or staff member will be dealt with in accordance with the requirements of the relevant Code of Conduct.

Offers of bribes, commissions or other irregular approaches from organisations or individuals must be promptly brought to the attention of the CEO and Council.

2.1.8 Disclosure of Information

Commercial in-confidence information received by the City of Whittlesea must not be disclosed and is to be stored in a secure location.

Councillors and Council staff must take all reasonable measures to maintain confidentiality of:

- Information disclosed by organisations in tenders, quotation or during tender negotiations;
- All information that is Commercial in Confidence information
- Pre-contract information including, but not limited to, information provided in tenders or subsequently provided in post-tender negotiations.

Councillors and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with tenderers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by any tenderer.

At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised, other than authorised post-tender negotiations as outlined in the City of Whittlesea's procurement procedures or guidelines.

2.2 Governance

2.2.1 Structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The CEO shall:

- Maintain a procurement management responsibility structure and delegations ensuring accountability, traceability and auditability of all procurement decisions made over the lifecycle of all goods, services and works procured by the City of Whittlesea.
- Report to Council annually on the implementation, review and general compliance with the Procurement Policy.
- Ensure that the City of Whittlesea's procurement structure operates according to processes that:

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- Are flexible enough to purchase in a timely manner the diverse range of goods, works and services required by the City of Whittlesea
- Guarantee that prospective contractors and suppliers are afforded an equal opportunity to tender
- Encourage competition
- Ensure policies that impinge on the purchasing policies and practices are communicated and implemented.

The City of Whittlesea operates a centre-led procurement structure wherein all strategy, policy, technology, best practice and networking in procurement matters will be coordinated by the Procurement Team which is within the Corporate Accountability and Performance Department in the Corporate Services Directorate.

2.2.2 Standards

The City of Whittlesea's procurement activities shall be carried out to the professional standards in accordance with best practice and in compliance with:

- The Act
- Applicable policies and procedures
- Codes of Conduct for Councillors, Staff and Others
- Other relevant legislative requirements including the [Competition and Consumer Act 2010](#).

Compliance will be monitored by the City of Whittlesea's Procurement Team and minor issues will be appropriately addressed by Council staff in leadership positions. Where required, serious compliance issues will be reported by the CEO to the Audit and Risk Committee and Council.

2.2.3 Methods

The City of Whittlesea's standard methods for purchasing goods, services and works shall be by any of the following:

- Purchase order following a quotation process from suppliers for goods or services that represent best value for money under directed quotation thresholds
- Under contract following a quotation or tender process
- Using Aggregated Purchasing Contracts

unless other arrangements are authorised by Council or under appropriate delegated authority on a needs basis as required by abnormal circumstances such as emergencies.

The City of Whittlesea may, at its discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders. Typically a multi-stage tender process will

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commence with an expression of interest stage followed by a tender process involving the organisations selected as a consequence of the expression of interest stage.

Additionally, for highly complex projects the City of Whittlesea may run sequential tenders, the first to solicit solutions, the second to compete to provide the solution selected by the City of Whittlesea. Such sequential tenders may or may not be preceded by the expression of interest phase.

2.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities. Accordingly, to give effect to this principle, the availability of existing funds within an approved budget or source of funds shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council staff must only authorise the expenditure of funds within their financial delegations. City of Whittlesea funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

2.3 Procurement Thresholds and Competition

Wherever it would likely achieve best value, procurements will be arranged under a relevant Aggregated Purchasing Contract or Schedule of Rates Contract that was established in accordance with section 186 of the [Local Government Act 1989](#).

In every procurement activity all practicable efforts will be made:

- to identify potential Local Businesses that may have the capability and capacity to provide suitable works, goods or services, and
- to request at least one quotation from a Local Business.

A contracted schedule of rates or a written advertised price is considered to be a written quotation.

Obtaining sufficient quotations can sometimes be difficult, e.g. if there are few suppliers for the goods, services or works being sought or where the work is highly specialised. In such a case a Director or the CEO may waive the requirement for three quotations or tender offers.

2.3.1 Quotation Threshold

A range of quotation thresholds will apply and procurement transactions will not be split to circumvent those thresholds.

For procurements valued below \$15,000:

A minimum of one written quotation shall be obtained. After considering cost and risk the purchase shall be arranged via the most appropriate procurement option.

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For procurements valued from \$15,000 to less than \$50,000:

A minimum of three written quotations shall be obtained and a standard purchase order will be issued.

For procurements valued from \$50,000 to the public tender threshold:

A minimum of three written tenders shall be obtained and the procurement shall be arranged under a contract established via a selective Tender Process.

2.3.2 Tender Process

Tenders will be conducted in accordance with the City of Whittlesea's approved procurement procedures and invited from a sufficient number of contractors, service providers or suppliers such that there is a reasonable prospect of obtaining a minimum of three tender offers. The process involves the issue of City of Whittlesea's standard Request for Tender (RFT) documentation and requires:

- Tenders to be invited, received, evaluated and awarded to the supplier who tendered the best value for money outcome. These processes are conducted and recorded via the City of Whittlesea's Contract Management System
- Placement of the order by the issue of a standard letter of acceptance which quotes the related purchase order number
- Receipt and verification of all required compliance documents (insurances, securities, etc.) before approving commencement of services or works.

All contracts require submission of contract variation reports (if increases to the term or the contract sum are required) and a finalisation report at the end of the contract.

2.3.3 Public Tender Requirements

Section 186 of the [Local Government Act 1989](#) details circumstances when tenders or expressions of interest for contracts must be publicly advertised. This applies to contracts valued from \$150,000 (for purchases of goods or services) and \$200,000 (for purchases of works). Those values are commonly referred to as the public tender threshold.

However even if section 186 does not apply, public expressions of interest or tenders may be called if it is considered that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to better Value for Money.

For all public tenders advertised by the City of Whittlesea, a tender evaluation panel comprising of at least 3 persons must be established and a detailed Tender Probity and Evaluation Plan shall be developed, approved and strictly adhered to by that panel. Amongst other things this involves the establishment of more detailed evaluation criteria and the application of a pre-approved and sophisticated weighted scoring system.

The Tender Probity and Evaluation Plan will be completed and approved prior to the tender being advertised.

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2.3.4 Panel Contract Orders

Council awards some contracts to multiple tenderers thereby appointing a panel of preferred suppliers. Wherever practicable the allocation of orders for works, services or goods under such panel contracts will be undertaken in accordance with the relevant procurement method described above. The allocation, variation and finalisation of panel contract orders may be approved by the CEO or under delegated authority.

2.4 Delegation of Authority

2.4.1 Requirement

Delegations define the limitations within which Council staff are permitted to work. Delegation of procurement authority allows specified Council staff to approve certain purchases, quotations, tender and contractual processes without prior referral to Council. This enables the City of Whittlesea to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

As such, Council has delegated responsibilities as detailed below relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for contract management activities.

2.4.2 Delegations

2.4.2.1 Council staff

The CEO shall maintain a documented scheme of procurement delegations, identifying the Council staff authorised to make such procurement commitments in respect of goods, services and works on behalf of Council and their respective delegations.

For procurements where the Total Contract Sum does not exceed the CEO's financial delegation the following actions may be approved under delegated authority:

- Contract awards
- Contract term extensions
- Contract variations
- Contract finalisations
- Short listing of pre-qualified suppliers.

2.4.2.2 Delegations Reserved for Council

For procurements where the Total Contract Sum exceeds the CEO's financial delegation the following commitments and processes must be approved by Council:

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- Contract awards
- Contract term extensions
- Contract sum increases
- Contract finalisations.

2.5 Internal Controls

The CEO will install and maintain a framework of internal controls over procurement processes that will ensure:

- More than one person is involved in and responsible for a transaction end to end
- Transparency in the procurement process
- A clearly documented audit trail exists for procurement activities
- Appropriate authorisations are obtained and documented
- Systems are in place for appropriate monitoring and performance measurement.
- A process is in place for escalation, where appropriate, of procurement matters (including procedural non-compliance) to the Executive Leadership Team, the Audit and Risk Committee and Council.

2.6 Commercial Information

Procurement activities will be carried out in a way that supports Council staff in meeting their obligations to ensure information of a commercially sensitive or confidential nature is obtained, stored, processed or published (where applicable) in an appropriate manner in accordance with the relevant procedures and guidelines.

2.7 Risk Management

2.7.1 General

Risk Management is to be appropriately planned and carried out at all stages of procurement activities in order to protect and enhance the City of Whittlesea's capability to prevent, withstand and recover from interruption to the supply of goods, services and works and to generally protect the City of Whittlesea's interests.

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each part of the sourcing, transition, delivery and finalisation stages of procurement. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.

2.7.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the City of Whittlesea to risk.

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The City of Whittlesea will minimise its risk exposure by measures such as:

- Using standard contracts that include current, relevant clauses
- Requiring security deposits where appropriate
- Referring specifications to relevant experts where appropriate
- Requiring contractual agreement before allowing the commencement of work
- Using or referring to relevant Australian Standards (or equivalent)
- Effectively managing the contract, including monitoring and enforcing performance.

2.8 Contract Terms

All contractual relationships must be documented in writing based on the standard terms and conditions approved for use by Council staff. Where this is not possible, prior approval to use varied terms and conditions must be obtained from Team Leader Procurement who may seek specialised procurement and legal advice as required.

To protect the best interests of the City of Whittlesea, terms and conditions must be settled in advance of any commitment being made with a supplier.

2.9 Endorsement

Council staff must not publicly endorse any products or services without the permission of the relevant Director or the CEO.

2.10 Dispute Resolution

Where relevant, the City of Whittlesea contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes escalating to legal action.

2.11 Category Management

A 'Category' is an area of spend determined by known market boundaries separating different products, services or industries. Category management recognises that suppliers within a certain market are likely to have similarities which enable a tailored approach to procurement that achieves Value for Money.

The Council has a Category Management approach to procurement which brings together expertise from across the Council to identify the most appropriate and effective approach to deliver the Council's outcomes through sourcing and supply arrangements.

The main objective of category management is to reach a point where all or a very high percentage of the Council's spend within a category is being channelled through approved arrangements, aligned with strategic priorities such that value is maximised on every dollar

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of expenditure. An example of this is the aggregation of City of Whittlesea's temporary agency staff appointments. The new arrangement resulted in savings of around 10% and improved levels of reporting and control over spend.

2.12 Contract Management

Good contract management ensures goods, services or works are delivered to the required standards of quality and quantity as intended by the contract by:

- Establishing a system monitoring and achieving the responsibilities and obligations of all parties under the contract
- Providing a means for the early recognition of issues and performance problems and the identification of solutions
- Adhering to the City of Whittlesea's risk management framework and relevant Occupational Health and Safety and sustainability requirements.

City of Whittlesea contracts are to include contract management requirements commensurate with the complexity of the procurement. Furthermore, contracts are to be proactively managed by the member of Council staff responsible for the delivery of the contracted goods, services or works to ensure the City of Whittlesea, and therefore the community, receives Value for Money.

Contract Management is to be conducted by Council staff in accordance with the processes, requirements and guidelines detailed in the City of Whittlesea's approved procurement procedures.

2.13 Variation of contracts

Contracts occasionally require variation to address unforeseeable circumstances or to take advantage of opportunities to achieve better Value for Money. Such variations are requested, approved and documented in accordance with the City of Whittlesea's systems and approved procurement procedures.

The approval of variations by the Council (or a delegate with a limit exceeding the Total Contract Sum) protects against incremental increases beyond approved thresholds (commonly known as 'scope creep').

2.14 Significant Contracts

Council awards some contracts that are strategically critical and of relatively high value. In recognition of their importance to the community the Executive Leadership Team has designated these as 'significant contracts' and appointed Contract Owners to help ensure their successful delivery.

The role of the Contract Owner is to provide additional senior oversight of the management of a significant contract by:

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- regularly meeting the Contract Manager to review reports and discuss performance;
- providing direction and guidance on key decisions, and
- ensuring that the CEO and Council are briefed as necessary.

Contract Owners promote timely and effective response to emerging issues in significant contracts with the aim of protecting Council's interests and ensuring community satisfaction.

2.15 Performance Standards

Council staff will ensure that the required performance standards and specifications relating to delivery of works, goods and services are met. To achieve this, staff will undertake (under the guidance of the Procurement Team) all reasonable actions and exercise all of the City of Whittlesea's rights as are necessary to protect the interests of the Council and the community; including the enforcement of consequences for contractual non-compliance.

When the need arises to take serious action to enforce performance standards (e.g. litigation or invocation of penalty clauses) the Director of the department managing the contract shall brief Council on the background, proposed action and the resultant outcomes.

3 Demonstrate Sustained Value

3.1 Integration with Council Strategy

Council's procurement policy shall support the overall strategic direction as set out in the Community Plan (Whittlesea 2025), the Strategic Procurement Plan and other relevant adopted Council strategies.

3.2 Achieving Value for Money

3.2.1 Requirement

The City of Whittlesea's procurement activities will be carried out on the basis of obtaining value for money. This means minimising the total cost of ownership over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of value for money.

3.2.2 Approach

This will be facilitated by:

- Achieving continuous improvement in procurement activity in accordance with the direction set out in the City of Whittlesea's Strategic Procurement Plan
- Developing, implementing and managing processes that support the co-ordination and streamlining of activities throughout the procurement lifecycle
- Effective use of competition

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- Using Aggregated Purchasing Contracts and Schedule of Rates Contracts where appropriate
- Identifying and rectifying inefficiencies in procurement processes
- Developing cost efficient tender processes
- Council staff responsible for providing procurement services or assistance within the City of Whittlesea providing competent advice in terms of available products and agreements
- Working with suppliers to create relationships that are professional and productive, and are appropriate to the value and importance of the goods, services and works being acquired.

3.2.3 Role of Specifications

Specifications used in quotations, tenders and contracts are to support and contribute to the City of Whittlesea's Value for Money objectives through being written in a manner that:

- Ensures impartiality and objectivity
- Wherever practicable, allows for the use of a range of available products
- Encourages environmental, social and economic sustainability
- Eliminates unnecessarily stringent requirements.

3.3 Contract Performance Measure and Continuous Improvement

Appropriate performance measures are to be established and reporting systems will be used to monitor contract performance and compliance.

Drafting of new contract specifications will include consideration of any possible improvements and, wherever practicable, comparison with other similar and recent documents sourced from specialists or others within the relevant industry.

3.4 Sustainable Procurement

3.4.1 General

Council requires the consideration of sustainability in all its procurement activities. Opportunities will be taken to generate economic, social and environmental benefits whenever it is practicable and achieves Value for Money.

3.4.2 Economic Sustainability

Council is committed to procurement that supports Local Businesses and economic diversity in the municipality. Whenever practicable the City of Whittlesea will give effective and substantial preference to contracts for the purchase of goods, machinery or material

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manufactured or produced in Australia or New Zealand and will actively seek quotes and tenders from local businesses.

Council is committed to buying from Local Businesses where such purchases may be justified on Value for Money grounds. The City of Whittlesea will continue to actively encourage engagement of Local Businesses in Council activities by:

- Looking for opportunities to simplify our documentation and to identify local businesses that have the potential to supply to the City of Whittlesea, and
- Conducting annual presentations to assist local businesses with becoming suppliers and tendering for City of Whittlesea contracts.

To help promote the local economy and economic sustainability the City of Whittlesea will give preference to quotations and tender offers received from Local Business.

3.4.3 Social Sustainability

Council is committed to building stronger communities and meeting social objectives which benefit the community and commits to integration of measures in its procurement processes and documentation which promote improved social outcomes.

Council prefers to procure from organisations with a demonstrated commitment to human rights and improving local communities, particularly where this is evidenced by social enterprise, fair trade certification, direct community involvement or other demonstrable positive impacts on society. Procurement activity will take these factors into account alongside other Value for Money considerations.

When establishing procurement projects, the associated documentation (where applicable) will properly articulate the requirements to achieve positive social outcomes. The City of Whittlesea will consider the following social procurement criteria, depending on the nature of the purchase:

- Local training and employment for unemployed and/ or disadvantaged municipal residents
- Sourcing goods and/ or services from social enterprises and capacity building of social enterprises to grow and deliver greater social returns
- Community building initiatives.

3.4.3.1 Equality and Diversity

The requirements of the Victorian Equal Opportunity Act 2010, Council's Equal Opportunity Policy and Commonwealth anti-discrimination legislation are applied to the procurement of goods, services and works.

Promoting equality and diversity through procurement can improve competition, value for money, the quality of public services, satisfaction among users and community relations. It

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should be a consideration in every procurement project and reflect corporate commitment to diversity and equal opportunity wherever possible.

A wide range of suppliers should be encouraged to compete for City of Whittlesea work. Types of organisations offering diversity include businesses that are:

- Female-led
- Aboriginal
- Culturally and linguistically diverse
- Small to medium enterprises
- Employing people with disabilities

To help promote social sustainability the City of Whittlesea will give preference to quotations and tender offers that demonstrate social benefit.

The City of Whittlesea aims to stimulate Aboriginal entrepreneurship, business development and employment by providing Aboriginal businesses with more opportunities to participate in the economy. To achieve these aims a range of supporting procurement related activities have been incorporated into [Council's Stretch Reconciliation Action Plan 2017-2020](#).

3.4.4 Environmental Sustainability

Council, through its endorsed Community and Corporate Plans, [Environmental Sustainability Strategy 2012-2022](#) and numerous supporting guidelines is committed to environmental sustainability outcomes. This includes the efficient use of resources, protecting ecological systems and achieving zero net greenhouse gas emissions by 2020.

Environmentally preferred goods and services will be purchased whenever they present an acceptable Value for Money outcome.

Procurement policy, procedures and supporting guidelines provide all Council staff with instruction and guidance on the procurement decisions that support the implementation of Council's [Environmental Sustainability Strategy 2012-2022](#).

To help promote environmental sustainability the City of Whittlesea will give preference to quotations and tender offers that deliver environmentally preferable outcomes.

3.4.5 Development and Evaluation of Tenders

Procurement specifications, evaluation criteria and contract clauses must give effect to Council's endorsed sustainability related plans, strategies, policies and procedures. Procurement activity will involve assessment of sustainability risks and opportunities to improve the City of Whittlesea's triple bottom line performance will be incorporated in specifications to promote:

- Preservation of natural habitats;

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- Clean air, water and land;
- Efficient use of resources;
- Use of innovative technology;
- Avoidance of waste and hazardous materials;
- Protection from unethical labour sources and conditions, and
- Lawful and responsible behaviour with positive economic, social or environmental impacts.

To help promote Sustainable Procurement, Council staff will apply a price or evaluation score preference (whichever is more advantageous) to quotations and tender offers received from:

- a local business (5% preference), and
- any businesses that demonstrates other desirable sustainability practices and outcomes (up to an additional 5% preference).

4 Apply a Consistent and Standard Approach

4.1 Standard Processes

City of Whittlesea will provide effective commercial arrangements covering standard products and provision of standard services to enable sourcing of requirements in an efficient manner.

This will be achieved via established:

- Processes, procedures and techniques
- Tools and business systems
- Reporting requirements
- Application of standard contract terms and conditions.

4.2 Performance Targets

To help maximise the achievement of best value the City of Whittlesea has set performance targets for:

- the achievement of savings and benefits in the procurement of works, goods and services;
- the return on procurement investment, and
- the percentage Sustainable Procurement spend.

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4.3 Performance Indicators

City of Whittlesea will seek to improve its procurement performance by capturing and analysing data on key performance indicators including:

- Extent of contracts delivered on time and on budget
- The number of contracts issued annually
- New collaborative procurement contracts
- New preferred supplier contracts
- The number of total active creditors
- Value of savings and benefits achieved
- Level of compliance with the Procurement Policy
- Annual spend on sustainable goods and services
- The return on procurement investment

4.4 Managing Compliance

The Procurement Team (and, where necessary, the Internal Compliance Officer) will conduct random and targeted audits of compliance with this policy and associated procurement procedures.

Serious or repeated compliance issues will be recorded and referred to Directors and/or the CEO for resolution. If necessary, the CEO will refer compliance matters to the Audit and Risk Committee and advise Council. Consequences of non-compliance will be in accordance with relevant Human Resources policies (including the Disciplinary Policy and Performance Improvement Policy.)

5 Build and Maintain Supply Relationships

Council recognises that in order to achieve sustainable value, a strategic assessment of the appropriate 'channel to market' should be undertaken – whether to go to market on its own, participate in regional or sector aggregated projects or panels, access State Government panel agreements or other means. The City of Whittlesea will consider supply arrangements that deliver the best value outcomes in terms of time, expertise, cost, value and outcome.

5.1 Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to the following:

- Managing existing suppliers via performance measurements to ensure the benefits are delivered.

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- Establishing preferred supplier contracts.

5.2 Supply Market Development

A wide range of suppliers are encouraged to compete for City of Whittlesea work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- Local businesses
- Green suppliers
- Small to medium sized enterprises (SMEs)
- Social enterprises
- Ethnic and minority business
- Voluntary and community organisations.

5.3 Communication

External communication is very important in ensuring a healthy interest from potential suppliers and partners to the City of Whittlesea. The **whittlesea.vic.gov.au** website provides access to a list of existing contract opportunities. Interested parties who register via the site may download tender documents free of charge.

6 Continuous Improvement

Council is committed to continuous improvement and will review the Procurement Policy annually to ensure that it continues to meet its wider strategic objectives. The City of Whittlesea will also implement a range of continuous improvement initiatives as identified in its endorsed Strategic Procurement Plan.

7 Policy Enquiries and Contact Details

For further information on the policy, please contact the Procurement Team via email to procurement@whittlesea.vic.gov.au or phone 03 9217 2372.

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6.4.5 2018/2019 COUNCIL ACTION PLAN - QUARTER 3 UPDATE

Attachments: 1 2018-2019 Council Action Plan Q3 Update [↓](#)

Responsible Officer: Director Corporate Services

Author: Corporate Planner

RECOMMENDATION SUMMARY

That Council resolve to note the report.

KEY FACTS AND / OR ISSUES

- The Council Action Plan 2018/19 has 46 major initiatives to be delivered in 2018/19.
- A total of 60 quarterly milestones were allocated in Quarter 3.
- Council achieved 93% of the milestones allocated in Quarter 3.
- One outstanding major initiative from the 2017/2018 Council Action Plan continues to be closely monitored.

REPORT

INTRODUCTION

The Council Action Plan is developed annually as an accompaniment to the Council Plan, Council's main strategic planning document. It includes the major initiatives to be achieved in the year. Council adopted the Council Action Plan 2018/19 on 26 June 2018.

The Council Action Plan 2018/2019 contains 46 major initiatives. The performance of all major initiatives is managed with milestones developed for each quarter to ensure accurate and transparent monitoring of progress towards achieving each initiative.

Attachment 1 – 2018/2019 Q3 Council Action Plan Update

Of the 60 reportable milestones allocated to the 46 major initiatives for quarter 3, Council completed 54. This corresponds to a **93% achievement rate**.

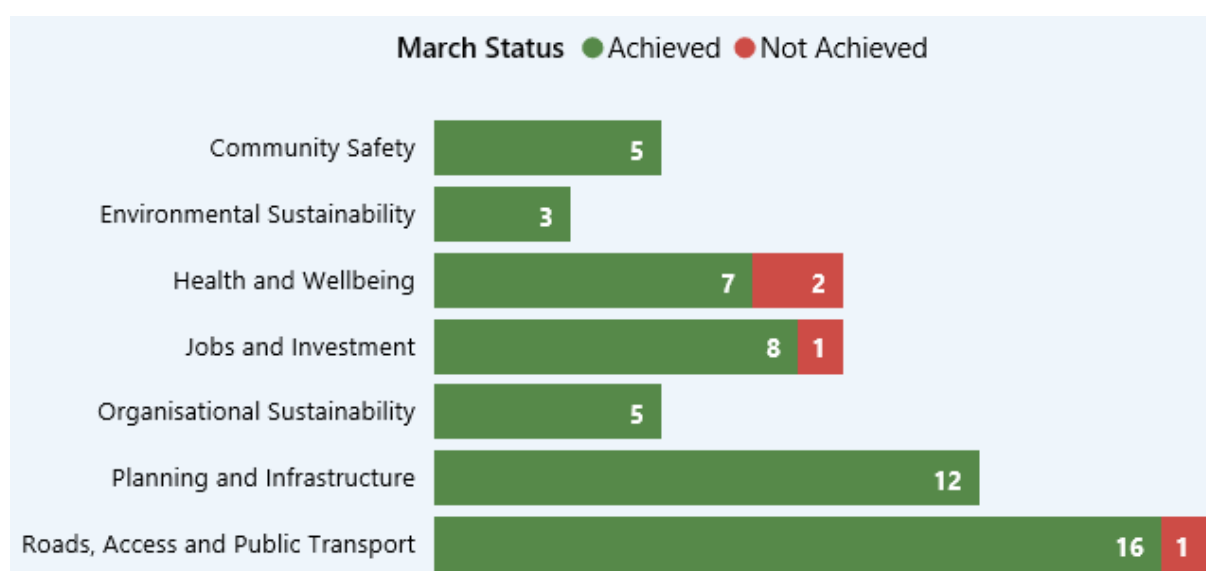
2018/2019 Quarter 3 Council Action Plan Milestones

Figure 1. Council Action Plan 2018/19 – Q3 result.

There were four milestones that were not achieved this quarter:

Table 1. Council Action Plan 2018/19 – Q3 milestones not achieved.

Major Initiative	Annual Measure	Q3 Milestone	Comment
Complete an Aboriginal Gathering Place Feasibility Study as part of the 'Reconciliation Action Plan'	Aboriginal Gathering Place Business Case complete by June 2019.	Draft Business Case complete Feb 2019	A Governance Group made up of representatives from the Aboriginal community has been established. This group is guiding the vision, the types of services and spaces required and the governance and operating models that will inform the Draft Business Case. The necessity for authentic community engagement has required a slower approach than anticipated. The Draft Business Case is now scheduled for completion by June 2019.

Major Initiative	Annual Measure	Q3 Milestone	Comment
Promote a guide for accessible public toilets across the municipality and develop a priority process to make Council's public buildings more accessible as part of the 'Disability Action Plan'	Public Toilet Guide developed in consultation with key stakeholders and reference to good practice models, inclusive of "changing places" toilets by 30 June 2019	Consult with key stakeholders by March 2019	Research is underway and background document is in draft, consultation continuing.
Enable job growth through good land use planning across the Shenstone / Vearings Road / Cooper Street West precincts	Undertake Strategic Planning projects to facilitate the delivery of employment land.	Recommend Council submission to amendment for Shenstone Park PSP	The Victorian Planning Authority (VPA) has recently advised that the Shenstone Precinct Structure Plan (PSP) process can recommence. The next step is to finalise the consultant reports. With the extended delay on the project being on hold due to the VPA this quarterly measure has not been met. VPA are now in charge of the process from this point. At this stage it is proposed by the VPA that formal exhibition of the PSP will occur by the end of the financial year. At this point Council will be required to form a position/provide a formal submission to the process.
Improve congestion and access in South Morang by commencing the Findon Road and Ferres Boulevard intersection upgrade and the Findon Road extension between Williamsons Road and Plenty Road.	Related planning and capital works for Findon Road Extension completed on time.	Tender documents drafted	Negotiation with Melbourne Water on land acquisition has progressed, with a report presented at the May Council Meeting.

Details of all milestones for this quarter are available in *Attachment 1*.

2017/2018 Outstanding Council Action Plan - Update

One item from the 2017/2018 Council Action Plan continues to progress as we move to Quarter 4.

Updates to Council will continue to be provided in future quarterly reports.

Table 2. Council Action Plan 2017/18 outstanding major initiatives

Major Initiative	Status	Comments
Plenty Valley Town Centre Structure Plan	Ongoing	The Minister has approved the amendment however a submitter to the amendment has appealed to VACT on process matters. We are awaiting the decision.

PROPOSAL

That Council resolve to note the report.

CONSULTATION

The Council Action Plan 2018/19 was developed by Council, consulted with the community from 27 April to 25 May 2018, and adopted on 26 June 2018.

Staff have been consulted throughout the development process to provide details, comments and to confirm the status of each major initiative milestone and annual measure.

FINANCIAL IMPLICATIONS

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

POLICY STRATEGY AND LEGISLATION

This report is in accordance with the Section 125 of the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014 to enhance Council's accountability with the community on the delivery of the Council Action Plan.

LINK TO STRATEGIC RISKS

Strategic Risk Governance - Management - Ineffective governance of Council's operations and activities by Management resulting in either a legislative or policy breach

Monitoring and reporting on the Council Action Plan status provides transparency and enables interventions as required to ensure major initiatives are completed in line with the Council Plan.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Enabling the vision
Whittlesea 2040 Key Direction	Making it happen
Strategic Objective	Our Council monitors and evaluates all of its operations
Council Priority	Organisational 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

The delivery of the 46 Major Initiatives in the 2018/19 Council Action Plan is mostly on-track, with 93% of the 60 milestones allocated in quarter 3 achieved. The four non-achieved milestones will continue to be monitored into quarter 4.

Council continues to monitor closely the progress of the one outstanding major initiative from the 2017/18 Council Action Plan and will continue to provide status updates on a quarterly basis.


RECOMMENDATION

THAT Council resolve to note the report.

Attachment 1 - Council Action Plan

Quarter 3 2018/19

Legend Achieved Not Achieved

Council Priority	Major Initiative	18/19 Action (annual measure)	Q1 Milestone Jul - Sep 2018	Q2 Milestone Oct - Dec 2018	Q3 Milestone Jan - Mar 2019	Q3 Comments
Roads, Access and Public Transport	Advocate for Northern Outer Suburban Arterial Road package, including the duplication of: Epping Road; Bridge Inn Road; Findon Road; Childs Road; Donnybrook Road and Craigieburn Road.	100% implementation of OSAR advocacy action plan	Implement election campaign including briefing all candidates.	Continue implementation of election campaign.	Inform relevant ministers regarding outstanding OSAR advocacy priorities and request meetings.	Department of Transport confirmed on 27 March 2019 that directing a letter to Acting Deputy Secretary, Asset & Networks to progress this extension of scope (Note: letters have also been drafted to Danielle Green MP and Bronwyn Halfpenny MP seeking their support and assistance for this scope extension).
	Advocate to bring forward the delivery of the E6 transport corridor/Outer Metro Ring including the development of a benefits study.	100% implementation of E6 advocacy action plan	Commence 2019/20 State and Federal Budget submissions in partnership with key stakeholders.	Ensure OSAR package is included in 2019/20 State and Federal budget submissions. Assist with Metropolitan Transport Forum for Yan Yean electorate.	Update advocacy material based on State Government traffic modelling.	Andrew Giles MP and the Mayor were photographed at the E6 Road Reserve and the MP has posted some very favourably comments on his own social media channels. Leader dated 12 March 2019 featured a half page advertisement about the E6, where it is and why we need it. Councillors were presented with copies of the E6 Benefits document on 19 March 2019.
	Advocate for the delivery of the Wollert Rail Corridor through the timely development of the Wollert Rail Corridor business case and land purchase to secure the corridor.	100% implementation of Wollert Rail advocacy action plan.	Advocate for the release of updated traffic modelling from Transport for Victoria and VicRoads.	Include E6 in 2019/20 State and Federal budget submissions.	Prepare benefits study based for early implementation based on updated State Government traffic modelling. Ensure all State and Federal local members and relevant ministers and shadow ministers are informed of Council's position.	Council Officers have formally written to all local State and Federal MPs advising of Council's position on the E6.
	Advocate for the extension of tram route 86 from McKimmies Road through to the Plenty Valley Town Centre.	All local State members and relevant minister and shadow minister are informed of Council's position on Tram 86.	Implement election campaign including briefing all candidates.	Continue implementation of election campaign.	Support evaluation of election advocacy campaign.	Internal cross-departmental evaluation of the election advocacy campaign materials was conducted this quarter.
	Collaborate with VicRoads to get the best community outcomes from the O'Herns Road interchange, Plenty Road Stage 2.	Advocate for best possible walking, cycling and streetscape outcomes from State Government infrastructure upgrades	Concept design completed for parallel priority bus route.	Commence 2019/20 State and Federal Budget submissions in partnership with key stakeholders.	Ensure Wollert Rail is included in 2019/20 State and Federal budget submissions.	Whittlesea sought advice from Department of Transport regarding progress on this item. Advice received was that there is no appetite within the Minister's office to progress at this stage. Department of Transport are trying to purchase a parcel of land along the corridor on O'Herns Road. No Growth Area Infrastructure Contribution application is being submitted for the land acquisition along the corridor.
	Implement the Bicycle Strategy by delivering 12 shared path projects to improve cycling links to stations, including the construction of Plenty Road and Bridge Inn Road shared paths and landscaping of the Darebin Creek Trail. 	85% implementation of 12 shared pathway projects	Request the public release of the feasibility study.	Fact sheet reviewed and updated.	Ensure all State local members and relevant ministers and shadow ministers are informed of Council's position on Tram 86.	Two letters were sent to the Minister for Public Transport in the second half of 2018 requesting a copy of the Tram 86 Extension Feasibility Study. Follow up phone calls and emails to Department of Transport staff made. All relevant ministers are informed of Council's position on Tram 86.
	Improve congestion and access in South Morang by commencing the Findon Road and Ferres Boulevard intersection upgrade and the Findon Road extension between Williamsons Road and Plenty Road.	Related capital works for Findon / Ferres / The Lakes Intersection completed on time	100% Participation in State project working groups.	Review Plenty Road and O'Herns Road design of walking and cycling infrastructure to ensure the proposed scope and staging is consistent and concurrent with Council's existing Infrastructure and community need.	Assess walking, cycling and streetscape opportunities for Epping and Bridge Inn Roads upgrades.	Whittlesea continues to liaise with Major Road Projects Victoria to ensure that the delivered infrastructure accords with the agreed cross-sections (including walking, cycling and streetscape amenity).
			Preliminary planning and cost estimates complete for all projects.	Successful delivery of four footpath and shared path projects.	Detailed designs complete for all projects.	The delivery of the shared path and footpath is complete for the 2018/19 financial year.
			Detailed designs prepared for four projects.	Detailed cost estimates produced for all projects.	Remaining projects tendered for delivery	The City Design and Transport department completed over 15 pathway projects around train stations and schools.
		Related planning and capital works for Findon Road Extension completed on time.	Tender evaluation commenced for the Ferres Boulevard and Findon Road intersection.	Tender evaluation presented to Council for the Design and Construction of the Ferres Boulevard and Findon Road intersection.	Design commenced for the Ferres Boulevard and Findon Road intersection.	'The detailed design for the Ferres Boulevard / Findon Road / The Lakes Boulevard intersection is scheduled for completion in April 2019, with service relocation and civil construction to follow.
			Present Draft Plan to Council for Adoption	Finalise concept designs of the adopted plan ready for detailed design investigations.	Tender documents drafted.	Negotiation with Melbourne Water on land acquisition has progressed, with a report scheduled for the May Council Meeting.
			Communicate Final Plan to community.			

Attachment 1 - Council Action Plan

Roads, Access and Public Transport	Improve road safety and congestion on the local road network by completing 11 road upgrade projects, the implementation of a Local Area Traffic Management Plan in Mill Park and designing a Local Area Traffic Management Plan in Thomastown.	Related capital works completed on time and within Budget	Preliminary planning and cost estimates complete for all projects.	Successful delivery of five road projects.	Detailed designs complete for all projects.	Detailed designs for all traffic management and road renewal projects are complete.
			Detailed designs prepared for five projects.	Detailed cost estimates produced for all projects.	Remaining projects tendered for delivery	All tender documentation relating to the construction of traffic management and road renewal projects is complete.
		Delivery Thomastown LATM (9) detailed design	Finalise Draft Local Area Improvement Plan.	Present Draft Plan to Council for Adoption.	Commence detailed designs of specific treatments.	Detailed designs for all specific traffic management and road renewal treatments are complete.
				Communicate Final Plan to community.	Commence consultation discussions with directly affected residents.	Consultation with directly affected residents in relation to the delivery of traffic management devices in local streets has commenced, and nearing completion.
	Campaign for Council's advocacy priorities in the State election	Minimum 85% completion of actions for Election Advocacy Strategy.	All local members, candidates, relevant Ministers and Shadow Ministers are informed of Council's election priorities.	Coordinate and lodge 2019/2020 State Budget submission.	Coordinate one-on-one meetings with local members and Mayor and CEO.	Q2. Milestone Achieved in Q3 Q3. No comment provided
Health and Wellbeing	Advocate for improved access to mental health services	Advocacy Plan completed by March 2019	Conduct service mapping.	Determine service gaps.	Advocacy Plan developed.	Project Completed.
	Deliver a VicHealth funded Alcohol Culture Change Initiative to address youth drinking culture —an initiative under the 'Health and Wellbeing Partnership Plan'	Complete VicHealth funded Alcohol Culture Change project and commence evaluation by June 2019 (final report due to VicHealth September 2019)	Implement YARD social media campaign via social media channels (Instagram and Snapchat)	Support content development and implementation of YARD social media campaign	Support ongoing content development and implementation of YARD social media campaign and review YARD social media campaign analytics to inform project evaluation.	Development of Snapchat advertising using 'user generated content' from target groups and paid for one month advertising during Feb/Mar which reached approximately 20,000 young people in Victoria. Monash University have conducted the post-test evaluation which will contribute to the YARD project evaluation.
	Review the 2013-18 Plan 'Connect: A municipal plan for children, young people and their families'	Connect Plan review complete by June 2019	N/A	50% Completion of Connect review	N/A	Ahead of schedule. Review of 2013-18 Connect Plan is complete. New Senior Planner commenced on 26 Nov and will use this to inform and assist in the development of the new Connect Plan.
	Provide training and support young people to strengthen their engagement and voice on significant issues, as part of the 'Youth Plan 2030+' implementation	Youth engagement project complete by June 2019	Skills audit of youth program participants in regards to advocacy and political process undertaken by 30 Sept 2018	Training opportunities for youth participants generated from skills audit are planned for the remainder of the 2018/19 year	Minimum 2 training sessions for program participants booked for remainder of 18/19 year by 31 March 2019	Facilitation skills training booked and planned for May 2019.
	Implement Council's decision regarding the future role in the national market-based aged care and disability system	Council decision regarding its future role in aged care services is implemented during 18/19	Finalise a detailed implementation plan based on the 'high level implementation plan' adopted in June 18 as part of Council's decision regarding future role in aged care services, by September 2018.	Establish list of 'Preferred Providers for trades and lawn mowing' by December 2018.	Commence exit from Council subsidised trades and lawn mowing, by March 2019.	Final lawn mowing services complete end March 2019. Seniors Local Business Directory promoted through Economic Development e-newsletter 26 March 19.
				Commence design of enhancements to ongoing services for implementation from July 2019, by December 2018.	Present evaluation paper that reviews future options for delivery of Domestic Assistance, Personal Care, Respite and Government funded Home Maintenance to ELT by March 2019.	Evaluation paper on Council's future in aged care services now complete and scheduled to be presented April 2019.
				Commence design of the new "Navigation and Connection Service" by December 2018		
	Undertake a Language services review as part of the 'Multicultural Action Plan'	Language Services Review and recommendations complete July 2018	Language Services provider confirmed July 2018	Project complete	Project complete	Language Services Review complete and the language services providers confirmed to be the Telephone Interpreting Service (TIS) and Language Loop.
	Complete an Aboriginal Gathering Place Feasibility Study as part of the 'Reconciliation Action Plan'	Aboriginal Gathering Place Business Case complete by June 2019.	Project plan and consultants brief complete July 2018	Consultation with community and key stakeholders	Draft Business Case complete Feb 2019	A Governance Group made up of representatives from the Aboriginal community has been established. This group is guiding the vision, the types of services and spaces required and the governance and operating models that will inform the Draft Business Case. The necessity for authentic community engagement has required a slower approach than anticipated. The Draft Business Case is now scheduled for completion by June 2019.
	Promote a guide for accessible public toilets across the municipality and develop a priority process to make Council's public buildings more accessible as part of the 'Disability Action Plan'	Public Toilet Guide developed in consultation with key stakeholders and reference to good practice models, inclusive of "changing places" toilets by 30 June 2019	Finalise Public Toilet Guide project brief by September 2018	Conduct benchmarking by December 2018	Consult with key stakeholders by March 2019	Research is underway and background document is in draft, consultation continuing.
		A priority process for the upgrade of Council buildings to be more accessible is developed by 31 March 2019	Conduct review of existing Council building upgrade process by September 2018	Consult with key stakeholders by December 2019	Finalise Council building upgrade process by March 2019	Hazard St Kindergarten was upgrading over Q2

Attachment 1 - Council Action Plan

Health and Wellbeing	Implement phase 3 of the 'Pokies Play You' gambling advocacy campaign	100% of actions from Phase 3 are implemented by March 2019.	All local members, candidates, relevant Ministers and Shadow Ministers are informed of Council's reformed proposals.	Promote call to action to partner community organisations and community for regulatory poker machine reform including via community engagement tip sheet and resident action kits, social media messaging and other appropriate means.	Completion of phase 3 of the 'Pokies Play You' gambling advocacy campaign, including briefing elected Government on outstanding poker machine reform asks	All local MPs have been provided with information on the harm that pokies are having on our community and the reforms that we are asking for. The Mayor is currently meeting with newly elected members and is providing information on Pokies Reform at these meetings.
	Engage key stakeholders to update the 'Family Violence Strategy'	Adoption of new Family Violence Strategy, incorporating current state and federal government's directions, by 30 June 2019	Background paper to inform consultations completed.	Consultations with key stakeholders completed.	Consultation findings analysed and Strategy drafting commenced	Consultation completed and draft Family Violence Strategy presented to ELT on 20 March 2019.
Community Safety	Conduct a CCTV pilot project at May Road Shopping Precinct, Lalor to strengthen community safety	Related capital works completed on time (≥85%)	Complete Detailed Design of system and beginning Tender phase	Supplier appointed and beginning Construction phase	Construction Phase Commencement	Project completed.
		Related capital works completed within budget (≤100%)	10% - 20%	20% - 50%	50% - 95%	Project completed ahead of schedule.
	Raise awareness on how to prevent fires, keep animals, drive and park safely near shopping centres and schools in order to improve community safety	Minimum of one education campaign to be conducted each year	Develop a targeted community education and engagement plan regarding fire prevention.	1. Implement the fire prevention community education and engagement plan.	1. Evaluate and make clear recommendations for improving the fire prevention community education and engagement plan.	A review of the fire prevention program is being completed, including evaluating the engagement and education plan. Recommendations will be presented in a report in quarter 4.
			2. Develop a targeted community education and engagement plan regarding driving and parking safely around schools.	2. Implement the safety around schools community education and engagement plan.	2. Implement the safety around schools community education and engagement plan.	New 'Safety Around School Zones' brochure developed and distributed to all schools for publication via their websites and Facebook pages. There were 27 at risk schools identified and engaged at start of Term 1 by City Safety and Amenity Officers, and the team continue to educate drivers by distributing the brochure.
Jobs and Investment	Implement the 'Economic Development Strategy' with a focus on the priority application approval process, the launch of an investment prospectus and the land capability assessment	100% of year 2 Economic Development actions are completed by June 2019	Priority Application process is fully operational by September 2018	Investment attraction strategy scoped by December 2018	Investment Prospectus is launched by March 2019	Prospectus complete and launched in March. Event was well attended by developers, business and investors. The prospectus will continue to be promoted and shared through online channels and networks.
	Investigate co-working spaces and a business incubator to support emerging and small businesses, and deliver a business education program (with Business Victoria and the ATO), networking opportunities and events	Develop key strategic directions and recommendations report ('Report') based on the Business Incubator and Feasibility Study and Shared Business Space Background Report, by June 2019.	Scope/outline of Report developed by September 2018.	Key strategic directions and recommendations developed by December 2018	Draft Report completed by March 2019.	Draft report complete and distributed to key internal stakeholders for comment. In the interim opportunities with YPRL and Melbourne Polytechnic are being explored for pilot co-working options in partnership with hosting the business mentoring sessions.
		A minimum of eight events are conducted attracting a minimum of 250 participants, by June 2019	Deliver a minimum of two events as part of the Small Business Festival (August) and one major business event, by September 2019	Host a minimum of two partnered networking events by December 2019	Host a minimum of two partnered educational events by March 2019	Seven partnered events in total with MIC relating to the Ignite program, the ATO and Small Business Victoria. Topics included crowdfunding, intellectual property, record keeping and online marketing. Events were well attended, attracting 65 participants.
	Create inviting and active town and activity centres by commencing the upgrade of the Lalor Shopping Centre, developing Urban Design Frameworks at Epping Central and upgrading Local Activity Centres.	Road safety audit to confirm pedestrian safety improvements the first stage of works at Lalor Shopping Centre	Complete the design for the Lalor Shopping Centre Improvement Plan	Commence work on the first stage 1 of the Lalor Shopping Centre Improvement Plan	Report to Council the commencement of the remainder of the Lalor Shopping Centre Improvement Plan	Council report approved to commence improvement works at Lalor Shopping Centre.
		85% completion of Local Activity Centres Program	Complete a condition audit of Local Activity Centres	Commence work on the improvement of Local Activity Centres	Complete works on the improvement of Local Activity Centres	Works identified in the Town Centres Audit (2017) have been completed.
	Enable job growth through good land use planning across the Shenstone / Vearings Road / Cooper Street West precincts	Undertake Strategic Planning projects to facilitate the delivery of employment land.	Finalisation of Cooper Street West C113 amendment report to Council	Report to Council commencement of Vearings Road employment area amendment (subject to commonwealth approval on vegetation)	Recommend Council submission to amendment for Shenstone Park PSP	The Victorian Planning Authority (VPA) has recently advised that the Shenstone Precinct Structure Plan (PSP) process can recommence. The next step is to finalise the consultant reports. With the extended delay on the project being on hold due to the VPA this quarterly measure has not been met. VPA are now in charge of the process from this point. At this stage it is proposed by the VPA that formal exhibition of the PSP will occur by the end of the FY. At this point Council will be required to form a position/provide a formal submission to the process.

Attachment 1 - Council Action Plan

Jobs and Investment	Support job creation opportunities for vulnerable groups through external partnerships and City of Whittlesea programs	Develop an Action Plan to support current and emerging Social Enterprises, by June 2019	1. Literature Review (challenges and opportunities) completed by September 2018	Survey results compiled and report complete by December 2018.	Draft Social Enterprise Action Plan complete by March 2019.	Proposed action list has been circulated to the Economic Development team and the Social Enterprise Think Tank and currently open for comment. The draft action plan explores opportunity to raise awareness of social enterprises within the municipality and what role Council plays to support this emerging sector.
			2. Online Call Out survey opened by September 2018			
	Investigate and promote innovative agribusiness opportunities on green wedge land, and partner with Melbourne Polytechnic, Yarra Valley Water and Deakin University	Partner with Whittlesea Community Connections, Melbourne Polytechnic and Yarra Valley Water to investigate the establishment of Community Farm in the municipality, by June 2019	Attendance at working group meetings and support farm plan development, by September 2018	Attendance at working group meetings and support farm plan development, by December 2018	Community Farm Plan completed and presented to Council by March 2019	Community Farm plan is complete. Building Better Regions funding application was unsuccessful, however the CEO and Steering Group members continue to explore other funding opportunities and currently investigating the opportunity to establish a Food Hub. It was determined that a detailed memo was suffice to inform Councillors of the BBR update and provide a detailed project update and outline next steps
		Delivery of the Peri Urban Climate Resilient Agribusiness project by June 2019	Peri Urban Climate Resilient Agribusiness project proposal completed by September 2018	Peri Urban Climate Resilient Agribusiness Project research phase commenced, by December 2018	Peri Urban Climate Resilient Agribusiness project research phase completed by March 2019	The first phase includes desktop research and survey of industry and best-case practice studies. The Deakin partnership has been formalised with milestones agreed to. To date research continues with a survey to industry to be distributed and formalising best practice case studies to be developed on successful regenerative agricultural models that can be used as a benchmark for opportunities in Whittlesea.
Organisational Sustainability	Increase online transactions for customers as part of the 'Information Technology & Digital Strategy'	10% increase in the number of online applications that allow interactive customer interaction	Continue enhancements to current eService Platform.	Continue enhancements to current eService Platform.	Implement Digital Customer Platform. Establish business process mapping for first new online transactions.	Proposal put forward to work with third party vendor to build foundation which allows Planning business process to be built in the new digital customer platform.
	Enhance the customer experience in interacting with Council	Establish the benchmark for performance of the centralised customer service function by June 2019	Conduct the initial benchmarking program led by an external organisation.	Develop a targeted improvement program based on the results of the benchmarking program.	Conduct the second round benchmarking program led by an external organisation.	Customer Service Benchmarking Australia (CSBA) have conducted the second round of benchmarking and the Customer Service ongoing improvement program is being updated to incorporate the results and target improvement areas.
	Conduct service reviews to optimise community outcomes	10 service reviews conducted by 30 June 2019	2 service reviews completed year to date	4 service reviews completed year to date	6 service reviews completed year to date	8 completed year to date.
	Strategically manage the budget and long term financial plan to meet current and future community service and infrastructure requirements and Council Plan actions	Long Term Financial Plan developed with the first four years balanced.	N/A	Long term financial plan completed and presented to ELT and Council, with first four years balanced.	N/A	Long Term Financial Plan balanced within 1% over 4 years and presented to Council.
	Embed critical elements of the 'People Strategy': Leadership, Culture, Capability, Enabling Organisation and Wellbeing to support the best outcomes for the community	People Plan Year 2 priority actions implemented by 30 June 2019	Workforce Plan concept/model developed	LMS system in place	Workforce development tools and framework in place	Workforce plan developed and approved by ELT 21 Jan 2019. Actions will be incorporated into departmental planning processes.
	Collaborate with the Northern Region Councils on priority contracts and tenders	Collaboration on 2 Northern Region tenders/contracts by 30 June 2019	Lead collaboration on the cleaning category and identify opportunities (two short and one long term) for collaborative contracts within the Northern Region group of councils.	Develop tender documentation for short term opportunities in collaboration with regional partners and conduct tender processes as required.	Evaluate tenders and award collaborative contract(s) for short term opportunities.	Security tender collaboration complete and contract awarded. Cleaning tender collaboration on track (Whittlesea leading a 6 Council partnership). Probity plan and scoping complete. Specification under development.
Planning and Infrastructure	Plan for the Mernda Town Centre Community Facility Hub	Funding options explored, governance models for community facility established and planning design commenced	Identify service needs that could be provided at the new community facility.	Explore partnership opportunities for service provision and funding options for the development of the new community facility.	Identify operational and management models for new community facility.	Operational models have been identified and the next stage is to lock in the preferred model as part of the Business Case development process.
	Develop a '30 Year Infrastructure Plan' to provide a longer term view of significant community infrastructure, including a tool for financial planning and advocacy	Completion of a 30 year Infrastructure Plan by 30 June 2019	Collate community infrastructure plans from various agencies and sources for the next 30 years.	Develop a mapping tool for the 30 year community infrastructure plan.	Seek feedback from various agencies on the first draft a 30 year community infrastructure plan.	Information received from a number of federal and state government stakeholders such as the Department of Education and Training.
	Commence construction on the Main Street Community Pavilion in Thomastown	Construction commenced by 30 June 2019	Call for tenders for the construction of the new Main Street Reserve Pavilion.	Make application for statutory permits for the new Main Street Reserve Pavilion and report to Council to award tender for construction.	Commence construction of new Main Street Reserve Pavilion.	Construction commenced on the Main Street Reserve Community Soccer Pavilion.
	Renew the street trees of 20 streets as part of the 'Street Tree Management Plan'.	85% completion of street tree renewal program by 30 June 2019	Visual inspection of each nominated street and reconfirm tree removal and installation numbers	Complete consultation and engagement with 20 streets. Nominate tree to be installed.	Complete street tree removals	All street tree removals are complete
	Upgrade Mill Park Leisure Centre	Redevelopment commenced upon award of construction contract.	Recommend awarding the contract for redevelopment works.	Commence demolition works of the building structure.	Commence excavation of footings and foundations for the future extension.	Excavation of footings commenced for the building extension to Mill Park Leisure Centre and the works are well underway.

Attachment 1 - Council Action Plan

Planning and Infrastructure	Develop a policy to improve design outcomes for residential developments ('Housing Diversity Strategy')	Stage 2 Policy and Schedules developed and planning scheme amendment commenced.	Recommend exhibition of the draft Housing Diversity and Design (HDD) policy and Schedules complete	Recommend appointment of Panel for the Housing Diversity and Design (HDD) policy and Schedules	Facilitate Council representation at Panel Hearing for HDD.	Amendment C200 exhibition outcomes reported to Council meeting on 7 Aug 18, One unreasonable submission referred to PPV. Submitter subsequently withdrew the submission. Still awaiting Minister's decision on amendment.
	Commence constructing soccer facilities at Lalor, Doreen South and Harvest Home Road	Detailed design completed by 30 June 2019	Recommend awarding of contracts for all three projects and commence construction works.	Completion of bulk earthworks for all three projects.	Completion of footings and framework for all three projects.	Footings & framework completed for Lalor West (Mosaic), Painted Hills (Doreen South) and Harvest Home Road Pavilions.
	Continue planning for the Mernda Aquatic and Indoor Sports Centre	Business Case developed by June 2019	Develop alternative options for the design, delivery and operation of the Mernda Aquatic and Indoor Sports Centre.	Report options to Council of alternative design, delivery and operation of the Mernda Aquatic and Indoor Sports Centre.	Detailed business case for the preferred development option commenced.	The next iteration of the Mernda Aquatic Business Case planning will be presented to ELT in the May/June period before consideration of Council.
	Commence implementation of the 'Asset Management Strategy' including the development of five year asset investment programs	Improved renewal effort by 5% that is demonstrated in both Annual Accounts and Long Term Financial Plan by June 2019	N/A	Long term financial plan completed and presented to ELT and Council, including 5% renewal increase.	Draft budget prepared including 5% renewal increase.	Council adopted the proposed budget and will hear any submissions in May.
	Improve the city's parks by upgrading neighbourhood parks in Thomastown, Bundoora, Whittlesea and Mill Park; and by commencing the Norris Bank Master Plan implementation.	100% Implementation of playground improvement program	Designs for Pandora Park, Nickson Street Park, Thomastown East Reserve, Buckmaster Park and Willow Park completed	Construction contracts for Pandora Park, Nickson Street Park, Thomastown East Reserve, Buckmaster Park and Willow Park awarded	Construction of Pandora Park, Nickson Street Park, Thomastown East Reserve, Buckmaster Park and Willow Park commenced	All construction works are either complete or are in progress.
		Construction of the Norris Bank Reserve playground and social gathering space has commenced	Concept plans for Norris Bank Reserve complete	Construction contract for Norris Bank Reserve awarded	Construction of Norris Bank Reserve commenced	Q2. Milestone Achieved in Q3 Q3. Construction to commence late April due to delay in Tender Evaluation Report to Council.
Environmental Sustainability	Support and accelerate the development of the Waste Resource Recovery Centre together with relevant stakeholders.	Arrangements for community access to planned transfer station developed by 30 June 2019	Potential service provider identified for the delivery of the project.	Review and assessment of project proposal undertaken to determine whether the project fulfils the broad requirements detailed within Council's Waste Management and Resource Recovery Strategy.	Options memo developed detailing opportunities for leveraging operational and community related resource recovery programs from the facility.	Information provided as part of the Council Briefing on 5 December 2018 which meets the requirements for this milestone.
	Endorse and implement Council's 'Biodiversity Strategy & Action Plan'	Final Plan endorsed and implementation commenced	Commence Stakeholder consultation complete	Finalise draft Plan	Recommend final draft for endorsement by Council	No comment provided
	Embed sustainable design into planning controls through policy development and planning scheme amendment	Policy developed and planning scheme amendment commenced	Seek Authorisation for commencement of exhibition.	Implement Q2 conditions associated with authorisation, or propose alternate actions.	Implement Q3 conditions associated with authorisation, or commence alternate actions.	Minister approved and gazetted the group Council amendment to embed ESD into Council's planning schemes. Building and Planning Department have advertised for an ESD position to assist with the assessment of applications.

6.5 EXECUTIVE SERVICES

6.5.1 MEETINGS OF THE CHIEF EXECUTIVE OFFICER 24 APRIL TO 22 MAY 2019

Responsible Officer: Chief Executive Officer

Author: Executive Assistant

RECOMMENDATION SUMMARY

The Council note the record of meetings held by the Chief Executive Officer with external persons and organisations and significant internal issues as set in the table in the report.

KEY FACTS AND / OR ISSUES

This is to report to Council details of meetings held by the Chief Executive Officer with external persons and organisations and significant internal issues.

REPORT

BACKGROUND

Council has previously resolved, as part of the Chief Executive Officer's annual performance review, that the Chief Executive Officer provide Council with a regular report containing details of external persons and organisations with whom he has met and the purpose of such meetings and any significant internal issues. The report is designed to promote openness and transparency in the Office of the Chief Executive Officer.

PROPOSAL

It is proposed that a standard report be included in the Council Notice paper in future meetings which will record details of external meetings and details of significant internal events.

EXTERNAL MEETINGS		
Date	Organisation or Individual	Purpose of Meeting
25/04/2019	ANZAC Day	
25/04/2019	Epping RSL	ANZAC Day Dawn Service
25/04/2019	Whittlesea RSL	ANZAC Day March
26/04/2019	C Ondarchie MP	Advocacy update. Also in attendance Mayor Cr Cox
02/05/2019	Growth Council's CEO Meeting	Collaboration on growth area municipalities
03/05/2019	Norris Bank Reserve	Turning of the sod
06/05/2019	Victorian Parliament	Iftar Dinner 2019
08/05/2019	Villawood Properties, T Johnson	Energy and water sustainability initiatives. Also in attendance Director City Transport & Presentation NMann
09/05/2019	North East Link Project, D Elliott	Update on project developments
10/05/2019	Minister G Jennings	Aboriginal community meeting. Also in attendance Mayor Cr Cox
13/05/2019	DELWP, D Corbett and C Chesterfield	Integrated Water Management
15/05/2019	Mill Park Leisure Centre	Site inspection
16/05/2019	Vision Super	Briefing meeting. Also in attendance Director Corporate Services HSui
17/05/2019	IDAHOBIT Event	Launch of event and activities
20/05/2019	YSAS Board Meeting	Chair (external meeting)

SIGNIFICANT INTERNAL ISSUES	
24/04/2019	ELT Governance Meeting
25/04/2019	ANZAC Day
29/04/2019	ELT Operational Meeting
30/04/2019	Councillor Briefing Meeting
01/05/2019	CLT Meeting
01/05/2019	ELT Governance Meeting
07/05/2019	Ordinary Council Meeting
8/05/2019	ELT Governance Meeting

13/05/2019	ELT Strategy Meeting
14/05/2019	CEMAC Meeting
15/05/2019	Councillor Briefing Meeting
15/05/2019	ELT Governance Meeting
21/05/2019	Special Council Meeting
21/05/2019	Councillor Briefing Meeting
22/05/2019	ELT Governance Meeting
22/05/2019	Advisory Committee Meeting – Public Submissions on Draft Budget

CONSULTATION

Nil

FINANCIAL IMPLICATIONS

Costs associated with these meetings are covered in the recurrent budget.

LINKS TO WHITTLESEA 2040 AND THE COUNCIL PLAN

Whittlesea 2040 Goal	Connected community
Whittlesea 2040 Key Direction	A participating community
Strategic Objective	We have access to information, skill development and knowledge to participate in decision-making in an informed way
Council Priority	Organisational 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 relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

CONCLUSION

The Council note the record of meetings held by the Chief Executive Officer with external persons and organisations and significant internal issues as set in the table in the report.

RECOMMENDATION

THAT Council resolve to receive and note the report containing a record of meetings held by the Chief Executive Officer with external persons and organisations and significant internal issues.

7. NOTICES OF MOTION**7.1 NOTICE OF MOTION NO 867 - LIVE STREAMING OF COUNCIL MEETINGS**

Author: **Cr Caz Monteleone**

Councillor Monteleone of South West Ward has given notice that it is his intention to move the following Motion at the Ordinary Meeting of Council to be held on Tuesday 4 June 2019 at 6:30pm:

Preamble

The matter of live streaming and video recording of Council Meetings was previously considered by Council at its meeting on 13 November 2018 when Council considered the following motion, moved by Cr Monteleone, which was put to a vote and lost.

THAT Council resolve to:

1. Proceed with 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; and
2. Adopt the attached Protocol to guide the live streaming of Council meetings.

For clarity, the proposed Notice of Motion is not in the nature of a rescission or variation motion as Council did not make a resolution with respect to live streaming at the Ordinary Council meeting held on 13 November 2018. Notices of Motion in relation to live streaming were also submitted by Cr Monteleone at the 5 March 2019 and 2 April 2019 Ordinary Council Meetings.

The motions put by Cr Monteleone at the 13 November 2018, 5 March 2019 and 2 April 2019 meetings were lost and there was no alternative resolution made which expressly stated that Council would not live stream meetings. There is, therefore, no resolution to be rescinded or amended with respect to live streaming.

MOTION

THAT Council resolve to:

1. **Live stream Council meetings to Council's website commencing in July 2019 and video record the live stream; and**
2. **Publish the video footage of Council meetings on Council's website for a minimum period of 12 months.**

**7.2 NOTICE OF MOTION NO 871 - PARKING SIGNAGE ON PART OF CHILDS ROAD
MILL PARK**

Author: Cr Caz Monteleone

Councillor Monteleone of South West Ward has given notice that it is his intention to move the following Motion at the Ordinary Meeting of Council to be held on Tuesday 4 June 6.30pm:

MOTION

THAT Council resolve to replace the existing signage on Childs Road, Mill Park from the entrance to St Francis Primary School to Marshall Drive west of the school from No Standing to No Parking. The times indicated are to remain as existing.

- 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

NIL REPORTS

11.6 NOTICES OF MOTION

NIL REPORTS

12. CLOSURE