



Moreland City Council

## COUNCIL AGENDA

WEDNESDAY 13 SEPTEMBER 2017

COMMENCING 7 PM

COUNCIL CHAMBER, MORELAND CIVIC CENTRE,  
90 BELL STREET, COBURG

### Language Link

This is the Agenda for the Council meeting.  
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## **INFORMATION ABOUT COUNCIL MEETINGS**

Moreland City Council encourages its citizens to participate in the local government of Moreland. Accordingly, these notes have been developed to help citizens better understand Council meetings. All meetings are conducted in accordance with Council's Meeting Procedure Local Law.

**WELCOME** The Mayor, who chairs the meeting, formally opens the meeting, delivers an acknowledgement of country and welcomes all present. This Council meeting will be recorded and webstreamed live to Council's website. This recording will also be available as Video on Demand. Although every care is taken to maintain privacy, gallery attendees are advised they may be recorded.

**APOLOGIES** Where a Councillor is not present, his/her absence is noted in the minutes of the meeting.

**DECLARATION OF INTERESTS AND/OR CONFLICT OF INTERESTS** Under the *Local Government Act 1989*, a Councillor has a duty to disclose any direct or indirect pecuniary (financial) interest, s/he may have in any matter to be considered by Council that evening.

**CONFIRMATION OF MINUTES** The minutes of the previous meeting are placed before Council to confirm the accuracy and completeness of the record.

**PETITIONS** Council receives petitions from citizens on various issues. Any petitions received since the previous Council meeting are tabled at the meeting and the matter referred to the appropriate Director for consideration.

**REPORTS FROM COMMITTEE TO COUNCIL** Council considers reports from Committees that Councillors represent Council on.

**QUESTION TIME** This is an opportunity (30 minutes), for citizens of Moreland to raise questions with Councillors.

**ON NOTICE ITEMS FROM PREVIOUS COUNCIL MEETING** Items raised during question time at the previous Council meeting that were not able to be answered are responded to.

**REPORTS BY MAYOR AND COUNCILLORS** A report of activities from Councillors to advise of events, meetings and other functions they have attended between Council meetings.

**COUNCIL REPORTS** Detailed reports prepared by Council's Administration are considered by Councillors and a Council position is adopted on the matters considered. The Mayor can invite firstly Councillors, secondly Officers, and then citizens in attendance to identify Council reports which should be given priority by the meeting and considered in the early part of the meeting.

**NOTICES OF MOTION** A motion which has been submitted to the Chief Executive Officer no later than 12 pm (noon) 10 days prior to the meeting which is intended to be included in the agenda. The motion should outline the policy, financial and resourcing implications.

**GENERAL BUSINESS** An item of general business relates to business that calls for the presentation of a report to a subsequent meeting in line with particular requirements.

**NOTICE OF RESCISSION** A Councillor may propose a motion to rescind a resolution of the Council, provided the previous resolution has not been acted on, and a notice is delivered to the authorised officer setting out the resolution to be rescinded and the meeting and date when the resolution was carried. For a decision of the Council to be rescinded, the motion for rescission must be carried by a majority of the votes cast. If a motion for rescission is lost, a similar motion may not be put before the Council for at least 1 month from the date it was last lost, unless the Council resolves that the notice of motion be re-listed at a future meeting. If a motion for rescission is not moved at the meeting for which it is listed, it lapses. A motion for rescission listed on a meeting agenda may be moved by any Councillor present but may not be amended.

**URGENT BUSINESS** The Chief Executive Officer or Councillors, with the approval of the meeting, may submit items of Urgent Business (being a matter not listed on the agenda) but requiring a prompt decision by Council.

**CONFIDENTIAL BUSINESS** Whilst all Council and Committee meetings of Council are open to its citizens, Council has the power under the *Local Government Act 1989* to close its meeting to the general public in certain circumstances which are noted where appropriate on the Council Agenda. Where this occurs, members of the public leave the Council Chamber or Meeting room while the matter is being discussed.

**CLOSE OF MEETING** The Mayor will formally close the meeting and thank all present.

**NEXT MEETING DATE** The next Council meeting will be held on Monday 25 September 2017 commencing at 6 pm, in the Council Chamber, Moreland Civic Centre, 90 Bell Street, Coburg.



1. WELCOME

2. APOLOGIES

3. DECLARATION OF INTERESTS AND/OR CONFLICT OF INTERESTS

4. CONFIRMATION OF MINUTES

The minutes of the Council Meeting held on 9 August 2017 be confirmed.

5. PETITIONS

Nil.

6. REPORTS FROM COMMITTEE TO COUNCIL

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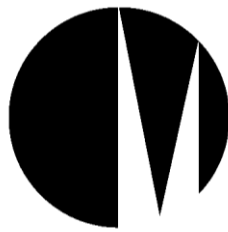
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**13. NOTICE OF RESCISSION**

Nil.

**14. URGENT BUSINESS REPORTS**



**15. CONFIDENTIAL BUSINESS**

**CEO2/17 EAST WEST LINK - MORELAND CITY COUNCIL AND  
YARRA CITY COUNCIL (D17/325341)**

*Pursuant to section 89(2) of the Local Government Act 1989 this confidential report will not be publicly disclosed because it relates to (f) legal advice.*

## **RCC25/17 METROPOLITAN TRANSPORT FORUM (D17/283012)**

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The minutes of the Metropolitan Transport Forum meetings held on 7 June 2017 and 5 July 2017 are provided for Council's information.

### **Key items discussed – 7 June 2017:**

- Presentation by Institute of Sensible Transport (Elliot Fishman) on emerging transport technologies including autonomous vehicles and GPS based road pricing
- Metropolitan Transport Forum bus advocacy campaign
- Metropolitan Transport Forum response to West Gate Tunnel Environmental Effects Statement.

### **Key items discussed - 5 July 2017:**

- Presentation: Peter Sammut, Chief Executive Officer, Western Distributor Authority
- Metropolitan Transport Forum public transport advocacy campaign
- Council responses to the O-bike dockless bike share scheme.

### **Recommendation**

Council resolves that the report from Committee to Council be received and noted.

### **Attachment/s**

- 1 [↓](#) June 2017 Meeting Minutes - Metropolitan Transport Forum D17/282986
- 2 [↓](#) July 2017 Meeting Minutes - Metropolitan Transport Forum D17/283025



PO Box 89, Elwood, VIC 3184  
 incorporation number: A0034315X ABN: 18 683 397 905  
 Contact: [mtf@mtf.org.au](mailto:mtf@mtf.org.au) MTF website: [www.mtf.org.au](http://www.mtf.org.au)

## Agenda - General Meeting

### Wednesday, 7<sup>th</sup> June 2017

6.00 pm refreshments, meeting starts at 6.15 pm  
 Councillors Meeting Room, 2<sup>nd</sup> Floor, Melbourne Town Hall

**Chair: Cr Martin Zakharov**

#### 1. Welcome / Attendance / Apologies

##### Present:

Cr Clarke Martin	City of Bayside
Steve Carson	City of Bayside
Cr Duyen Anh Pham	City of Brimbank
Neil Whiteside	City of Brimbank
Cr Amanda Stapledon	City of Casey
Paul Hamilton	City of Casey
Cr Susan Rennie	City of Darebin
Graeme Read	City of Frankston
Matthew Bonomi	City of Glen Eira
Cr Jonathon Marsden	City of Hobsons Bay
Cr Paul McLeish	City of Manningham
Frank Vassilacos	City of Manningham
Cr Martin Zakharov	City of Maribyrnong
Cr Nicolas Frances Gilley	City of Melbourne
Damon Rao	City of Melbourne
James Paterson	City of Monash
Cr Frank Martin	Shire of Mornington Peninsula
Cr John Dumaresq	Shire of Nillumbik
Tom Haysom	City of Stonnington
Cr Alahna Desiato	City of Whittlesea
Cr Mia Shaw	City of Wyndham
Griff Davis	City of Wyndham
Clive Mottram	Transport for Victoria
Harry Barber	PBA
Dina Lynch	MTF Finance Officer
Susie Strain	MTF Executive Officer

**Apologies**

Cr Natalie Abboud, City of Moreland  
Craig Rowley, LeadWest  
Steven White, City of Bayside  
Cr Andrea Surace, City of Moonee Valley  
CR James Searle, City of Yarra

Louie d'Amore, City of Whittlesea  
Soraya Dean, Metro Trains  
Cr Andrew Munroe, City of Whitehorse  
Cr Jackie Fristacky, City of Yarra

**2. Minutes of previous meeting 3<sup>rd</sup> May 2017**

MOTION that the minutes of Wednesday 3<sup>rd</sup> May 2017 be accepted

Proposed: Cr Paul McLeish

Seconded: Griff Davis

Carried

**3. Presentation: Dr Elliot Fishman, Institute for Sensible Transport**

Dr Elliot Fishman, Institute for Sensible Transport, presented on disruptive transport technology, implications for cities and the role of governments. The Institute for Sensible Transport produced a report in 2016 '*Emerging transport technologies: Assessing impacts and implications*' for City of Melbourne which is available on the City of Melbourne website. <http://www.melbourne.vic.gov.au/sitecollectiondocuments/emerging-technologies-final.pdf>

There are many transport technologies enabled by the smartphone technology which are emerging in the transport sector

- Ride sourcing services (such as Uber)
- Car share
- Multi-modal app-based travel planning
- Digital car parking management
- Autonomous vehicles
- Bike share
- Electric vehicle charging
- On demand bus services

Take up is exacerbated by Melbourne's rapid growth, forecasted to be 7.7 million by 2051, generating 7 million extra car trips by 2040 and there is not the road capacity in the largely car-based metropolitan region to provide for the quantum of additional car trips.

The response to congestion can be as follows:

- Widen the road, or provide more roadspace
- Stop growth
- Plan for transport using less space

Space is limited, and as cities grow there is less space / person. There is pressure to use roadspace more efficiently and the most appropriate tool to do so is road user pricing.

Note a slide in the presentation demonstrating the person carrying capacity of a 3.5 carriageway by various modes of transport, as follows

- Mixed traffic 2,000
- Regular bus 9,000
- Cyclist 14,000
- Pedestrians 19,000
- Single lane bus 20,000
- Light rail 22,000
- Double lane bus 43,000
- Heavy rail 80,000
- Suburban rail 100,000

(Source: United Nations 2013)

Elliot described the following characteristics of road user pricing:

- A network-based road user charge via remote gps monitoring
- Charges variable and sensitive to time of day, congestion level and strategic value of roadspace
- Variable charges would replace fixed charges such as vehicle registration and fuel excise
- Can provide pricing signals to manage traffic demand e.g. price high in residential streets
- Revenue could be used for sustainability options
- Really about urban productivity i.e. the value of the roadspace in the urban realm

Elliot sees road user pricing as essential to best manage the advent of autonomous vehicles as a significant transport option in the metropolitan area. Some of the implications of greater use of smart technology in transport are

- Greater use of ride sourcing as can access car use without ownership
- Rising demand for car share
- Significant lower demand for car parking
- Rising demand for e-vehicle charging (price signals not in Australia yet)
- Reduction in road traffic crashes over 15-20 years
- Potential increases in congestion (depending on how autonomous vehicles are managed)
- A million vehicles were sold in Australia in 2016, so will take some time to convert the entire car fleet to driverless technology. E.g. it is estimated that in the US 25% of car km could be driverless.

Some of the issues with autonomous vehicles are

- Potential for technology to make shared car use more convenient or cheaper than car ownership
- Privately owned autonomous vehicles could exacerbate congestion and cripple economic activity. Hence the need for road user pricing.
- Marchetti constant which describes the maximum time people are prepared to travel on a regular basis may increase as people can use in-vehicle time more productively if not engaged in the driving task
- Empty miles – risk that car owners will send vehicle home to be summonsed when needed, creating many needless trips, unnecessary road use and likely congestion
- Electric cars will pay no fuel excise and substantially reduce government income

The Institute for Sensible Transport is organising a seminar on these topics on August 10<sup>th</sup>, flyer to be circulated.

Discussion following the presentation covered the following points

- Vehicle insurance would be the vehicle owner, disruption to the insurance industry expected
- Autonomous buses emerging, also pop up or on demand buses could better suit urban travel needs, especially 'the last mile' such as accessing the station.
- Low demand or infrequent services most at risk; mass transit still needed to move large volumes of people
- Important to limit cars to those that can be used all day rather than have empty cars moving around network
- Tradesmen with tools are unlikely to suit autonomous vehicle model, probably still use own vehicle
- Apps developed to minimise risk from sharing cars with strangers
- Federal, state and local governments through regulations, taxes and road management responsibilities will all be affected, and all have a role to play
- Changes to parking could dramatically reduce council revenue
- Importance of road user pricing and opportunity for councils to get some of the income from use of local roads.
- Uber offers ride sharing (serving more than one trip) in New York and San Francisco which has reduced weekend public transport demand.

#### 4. MTF Strategic Public Transport Advocacy

A proposal for bus advocacy for 2017/2018 had been circulated.

Member councils provided examples of local experiences with bus services, operators, planning, opportunities for improvement.

Issues such as

- Bus tracker (providing real time bus information along the lines of tram tracker)
- Bus contracts with greater focus on patronage as distinct from route kilometres
- Process of council and community engagement to develop improved bus routes
- Experience with overcrowded station car parking, and need for better bus to station
- Important to advocate for additional bus funding, rather than redistributing existing funding
- Interchange improvement needed

General support for executive to proceed to develop a more detailed proposal with budget.

Note that MTF can provide the supporting framework for councils to do local advocacy with community and state election candidates.

#### 5. Other advocacy

WestGate tunnel project, EES issued, submission date 10<sup>th</sup> July

Feedback from western and impacted councils:

City of Maribyrnong: the WestGate tunnel project is considered to have only a 15–20 year lifespan before more capacity is needed. The preferred alignment to the north of WestGate freeway following the original Eddington alignment would better suit the region but needs commonwealth funding to proceed. Of the western councils, City of Maribyrnong will do the best as the project removes trucks from the local roads.

City of Hobsons Bay: WestGate tunnel has little benefit for Hobsons Bay, expecting more congestion on Millers Road.

City of Melbourne: the new roadway is raised and will impact negatively on the e-gate area which is earmarked for future development. Also one exit from the new Footscray Road section will connect into Dynon Road, creating additional traffic through North Melbourne residential areas.

City of Wyndham: no formal position as yet, though questions about the additional capacity being sufficient for the population growth in the region. Will most likely do a joint submission with LeadWest.

City of Brimbank: not directly impacted and likewise participating in the LeadWest submission. Will be supporting planning for the original Westlink (Eddington) alignment, and raising concern about the funding model.



City of Port Phillip: expect the project to provide traffic relief to Bolte Bridge and Westgate but expect additional freight traffic from Webb Dock nearby. Would like to see truck-only lanes.

It was felt that too little time was allowed for submissions to the EES statement, and an extension should be sought.

MOTION: that the MTF call on the Western Distributor Authority to extend the EES period for submissions from 30 to 60 days.

Proposed: Cr Martin Zakharov

Seconded: Cr John Marsden

Carried

## 6. Council Information Sharing

Shire of Mornington Peninsula: Cr Frank Martin described the serious transport shortfalls in the Shire, with no rail and very limited bus services. The congested road network has been exacerbated by Peninsula Link bringing additional traffic.

Discussion that major transport infrastructure projects have been the focus of the last two state elections, and the MTF hopes to develop buses as an election issue for 2018.

## 7. Treasurer's report

Bank balances

Operating account	\$12,790.70
2 Month term deposit account	\$86,268.43
Total	\$99,059.13

Subscriptions

Member councils	24 of 25 paid
Associates	6 of 9 paid

Invoices

Susie Strain (advocacy April / May 2017)	\$154.00
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MOTION: that the Treasurer's report be accepted

Proposed: Cr Paul McLeish

Seconded: Cr Clarke Martin

Carried

## 8. Meeting close



PO Box 89, Elwood, VIC 3184  
 incorporation number: A0034315X ABN: 18 683 397 905  
 Contact: [mtf@mtf.org.au](mailto:mtf@mtf.org.au) MTF website: [www.mtf.org.au](http://www.mtf.org.au)

## Agenda - General Meeting

Wednesday, 5<sup>th</sup> July 2017

6.00 pm refreshments, meeting starts at 6.15 pm

Lean Learning Room, 4<sup>th</sup> Floor, Melbourne Town Hall

**Chair: Cr Martin Zakharov**

### 1. Welcome / Attendance / Apologies

#### Present:

Cr Clarke Martin	City of Bayside
Cr Duyen Anh Pham	City of Brimbank
Paul Hamilton	City of Casey
Graeme Read	City of Frankston
Matthew Bonomi	City of Glen Eira
Cr Jonathon Marsden	City of Hobsons Bay
Simon Dormer	City of Hobsons Bay
Rachelle Quattrochi	City of Kingston
Cr Paul McLeish	City of Manningham
Cr Martin Zakharov	City of Maribyrnong
Gael Reid	City of Maribyrnong
Oscar Hayes	City of Melbourne
Damon Rao	City of Melbourne
Cr Mark Riley	City of Moreland
Craig Griffiths	City of Moreland
Alistair McDonald	City of Port Phillip
Tom Haysom	City of Stonnington
Cr Andrew Munroe	City of Whitehorse
Malcolm Johnson	City of Whittlesea
Cr Peter Maynard	City of Wyndham
Cr Jackie Fristacky	City of Yarra
Julian Wearne	City of Yarra
Clive Mottram	Transport for Victoria
David Stosser	Rail Futures
Fahim Zafar	Town and Country Planning Association
Daniel Jordan	CPB Contractors
Ian Woodcock	RMIT University
Harry Barber	PBA
Susie Strain	MTF Executive Officer

**Apologies**

Cr Natalie Abboud, City of Moreland  
 Steven Carson, City of Bayside  
 Cr Andrea Surace, City of Moonee Valley  
 Neil Whiteside, City of Brimbank  
 Cr Stuart James, City of Monash

Cr Sally Davis, City of Stonnington  
 Cr Kim le Cerf, City of Darebin  
 Ross Gregory, City of Kingston  
 Patricia Fitzsimons, City of Hobsons Bay  
 James Paterson, City of Monash

**2. Minutes of previous meeting 7<sup>th</sup> June 2017**

MOTION that the minutes of Wednesday 7<sup>th</sup> June 2017 be accepted

Proposed: Cr Paul McLeish

Seconded: Paul Hamilton

Carried

**3. Presentation: Peter Sammut, CEO, Western Distributor Authority**

Peter Sammut, Chief Executive Officer, Western Distributor Authority, provided a presentation on the WestGate tunnel project which is at the end of the EES public exhibition stage and about to enter the final assessment phase of the project by the Inquiry and Advisory Committee and Minister for Planning.

Peter started by outlining the critical transport challenges in the western corridor

- Significant population growth and mismatch between where people live and work. The population of the western suburbs is growing at twice the rate of elsewhere in Melbourne, and far outstripping the growth of jobs in the area
- Inadequate capacity in M1 corridor and over-reliance on West Gate bridge. The am and pm peak extend for 3 hours, and one accident can cause traffic deadlock
- Reduced amenity in inner west; the historical proximity of industrial and residential land has exposed residential areas to unacceptable impacts from growth of freight traffic
- Inadequate port and freight connections to cater for growth which is expected to quadruple

The proposed project to address these issues, the WestGate tunnel, comprises three components

- West Gate Freeway component: widening the freeway from four to six through lanes in each direction between Williamstown Road and M80 interchange;
- Tunnels component: twin tunnels from the West Gate Freeway below Yarraville to the western bank of the Maribyrnong River providing for three lanes of traffic in each direction;
- Port, CityLink and city connections component: twin elevated road structures from tunnel northern portal above Footscray Road then connecting to CityLink, Dynon Road and the existing Footscray Road. There is also direct access from the northern tunnels portal and the Port of Melbourne., and an extension of Wurundjeri Way to the west, connecting into Dynon Road and providing a city bypass,

The project benefits are as follows;

- Improved transport connectivity to /from Melbourne's west
- Improved amenity in the inner west
- New and improved walking and cycling connections
- Business(freight)
- New and improved open space
- Stringent noise standard
- High quality urban design
- Creating jobs

This is a market-initiated project, and the organisational structure is quite different from a government-led project. The Western Distributor Authority manages the project on behalf of the State Government. Transurban is in charge of the design and construction management as well as operation and maintenance. There is an independent reviewer and environmental auditor.

The project design being assessed by the EES process is the result of a long and comprehensive process that has evolved as follows:-

2008	Eddington study
April-Oct 2015	Transurban market-led proposal and proposal design
Dec 2015	State business case
April 2016	Joint project development, concept design
June 2016	reference design, final project design
July 2016-mid 2017	EES development, community input
April 2017 onwards	Detailed design

There has been consultation with and feedback from stakeholders and the broader community since 2015. The final design selected following a competitive tender process for design and construction of the project.

Key features of the final design as worked up from the reference design

- A longer tunnel within the West Gate freeway within the freeway reservation so no land acquisition
- World class architecture, urban and landscape design. The project architect is Woodmarsh who designed Eastlink. Design elements have been chosen to reflect themes of coast and surf, local waterways and port, aboriginal heritage.
- 14km new and upgraded cycling and walking paths
- 2.5 km veloway above Footscray Road
- 9 new pedestrian overpasses
- Nearly 9 hectare new community open space
- Over 17,000 trees to be planted
- Significantly improved noise walls and higher noise standard

#### Key benefits

- An alternative to West Gate Bridge
- Freeway connections to port for freight
- 50% more capacity to West Gate Freeway from M1 /M80 interchange
- 40% additional river crossing capacity
- West Gate Freeway strengthened for trucks to 110 ton limit
- A full freeway management system improving travel time and safety
- Interchange upgrades for freight vehicles
- Reduced travel times to and from Geelong and beyond

The project is nearing the end of the EES and public exhibition stage at which community and stakeholders can understand impacts and make a submission. The final assessment will be made in the second half of 2017 by the Inquiry and Advisory Committee and the Minister for Planning.

#### Transport Impact Assessment for 2031

- Up to 67,000 vehicles a day (15,000 trucks) using the tunnel
- Substantial decreases in daily traffic volumes
  - WestGate Bridge -28,000 vehicles /-8,000 trucks
  - Bolte Bridge -22,000 vehicles
  - Inner west residential roads -9,300 trucks
- Changes to North and West Melbourne streets, Millers Road north of freeway
- Travel time savings in peak period of 8-20 minutes
- Travel time reliability improvements
- Improved journey times for some public transport services
- Monitoring traffic on selected local roads for up to two years after construction

#### Transport Impact Assessment during construction

Construction will minimise to freight routes and manage traffic flow

- Maintaining the same number of lanes as is currently available during peak periods
- Using smart technology with real-time travel information
- Considerations to surrounding road network, such as traffic light sequencing, to improve traffic flow
- Additional incident response vehicles during works
- Communicate in advance to freight organisations and drivers
- Construction traffic management plan to be prepared and Traffic Management Liaison Group established.

Topics covered in discussion

- Tolling regime under negotiation, tunnel fully tolled, only trucks tolled on West Gate bridge
- Construction to start early 2018, completed 2022
- Air pollution managed by EPA
- Truck bans managed by VicRoads
- Additional city traffic generated by freeway city access into North and West Melbourne. However the extended Wurundjeri Way will act as a city bypass and reduce city traffic
- Contract negotiations will not include limits on state government undertaking other works (that may compete with toll road and revenue)
- No alternative transport options to be supplied during construction period. All works to be undertaken when traffic is light.

#### **4. MTF Strategic Public Transport Advocacy**

Progress was reported on proposal for bus advocacy for 2017/2018.

The executive is part way through a series of meetings with representatives of the bus sector to become better informed on issues and opportunities.

A meeting has been held with operator Transdev, and Greg Day, Edunity, will attend the August meeting to present and discuss a more detailed program, in particular the pre-election transport forums which have been held successfully in election years 2010, 2014. These were auspiced by member councils, together with a media partner, and provided opportunity for candidates to present to the community on transport issues of local importance.

The meeting noted the following

- Opportunity to get traders involved
- Bus tracker could be greatly improved
- Buses and accessibility
- Status of bus as a useful means of transport
- Interaction between level crossing removals and improving bus access to stations

#### **5. Other advocacy**

A draft submission in response to the EES process for the West Gate tunnel project has been prepared and circulated. Feedback had been submitted by Ian Woodcock, and points raised in discussion following the presentation will also be included. The submission is due Monday 10<sup>th</sup> July.

## 6. Council Information Sharing

Cr Jackie Fristacky raised the topic of oBikes, a new bike-sharing platform based in Singapore using a mobile phone app to unlock, use and leave where suits. There are no formal docking stations so the bikes have been distributed into public spaces without consultation or advice from local council or other authorities such as VicRoads. The plan is for 7,500 bikes around Melbourne with consequent problems for use and management of public open space. MAV is hosting a workshop.

## 7. Treasurer's report

Bank balances	
Operating account	\$8,199.62
2 Month term deposit account	\$86,268.43
Total	\$94,468.05
Subscriptions	
Member councils	25 of 25 paid
Associates	7 of 9 paid
Invoices	
Entotia (Annual website services)	\$990.00
Entotia (Annual SSL certificate renewal)	\$330.00

MOTION: that the Treasurer's report be accepted

Proposed: Cr Jackie Fristacky

Seconded: Cr Clarke Martin

Carried

## 8. Meeting close.



## **RCC26/17 FRIENDS OF AILEU COMMUNITY COMMITTEE MINUTES - JUNE 2017 (D17/292931)**

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The minutes of the Friends of Aileu Community Committee meeting held on 6 June 2017 are provided for Council's information. The minutes were adopted at the Community Committee meeting on 8 August 2017

### **Key Items Discussed:**

- Dr Martin Hall, Dental Health Services Victoria, presented an update on the Oral Health Education Program, 'Kose Nehan (Brush Your Teeth)', being delivered in Aileu schools in conjunction with North Richmond Community Health and the Aileu health and education authorities.
- A Discussion Paper on evaluating the Friendship Relationship its programs and projects was presented, with priority areas identified including:
  - Evaluating the impact of Friends of Aileu in the Moreland and Hume communities
  - Evaluating the Aileu Scholarship Programs, which are currently under review in conjunction with the Aileu Municipal Administration
  - Supporting the capacity of Aileu-based partners such as the Aileu Resource and Training Centre to better evaluate their programs, starting with those activities that receive support from Friends of Aileu.
- Updates on the activities of Aileu-based partner organisations.
- Recommended transfers of funds were approved:
  - To Rotary World Community Services Australia to purchase of an ultra-sound machine for the Aileu hospital
  - To the Baucau Teachers College to support a place for an Aileu student in primary teacher training
  - To the Aileu Resource and Training Centre for:
    - Its staff development program
    - The annual schools Science and Reading Contest
    - Purchase of a computer to help manage finances.

### **Recommendation**

Council resolves that the report from Committee to Council be received and noted.

### **Attachment/s**

- 1 [↓](#) Minutes - Friends of Aileu Community Committee Meeting - 6 June 2017 D17/292854





<b>Friends of Aileu Community Committee: Meeting Minutes</b>	
<b>Date</b>	<b>Tuesday 6 June 2017</b>
<b>Venue</b>	<b>Concert Hall West, Moreland Civic Centre, Coburg</b>
<b>1</b>	<b>Welcome and Introductions</b>
	Cr Mark Riley, acknowledged Traditional owners and welcomed guests and participants, who then introduced themselves
1.1	<b>Attendance</b>
	<p><u>Council:</u> Cr Mark Riley, Cr Annalivia Carli Hannan</p> <p><u>Community members:</u> Heather Bridges, Richard Brown, Mark Higginbotham, Gary Jungwirth, Glenyys Romanes, John Rutherford, Jeff Tyson</p> <p><u>Partner organisations:</u> Martin Hall (Dental Health Services Victoria, formerly North Richmond Community Health)</p> <p><u>Regular participants:</u> Glenda Lasslett</p> <p><u>Guest participants /prospective member:</u> Anna Haintz Greta Holmdahl, Andrea Spinoso</p> <p><u>Project Officer:</u> Chris Adams</p>
1.2	<b>Apologies</b>
	<p><u>HCC:</u> Cr Joseph Haweil &amp; Cr Karen Sherry</p> <p><u>Partner organisations:</u> Carlo Carli and Katerina Angelopoulos(Merri Health), Patricia Vickers Rich (Monash Prime Sci), Ben Walta and Paul Adams (CERES), Tom Mahon (Wild Timor Coffee)</p> <p><u>Community member:</u> Paul O'Sullivan</p> <p><u>Regular participants:</u> Ragai Abdelfadiel, Helena Grunfeld, Kate Jeffery, Helen Patsikatheodorou</p>
<b>2</b>	<b>Minutes of Previous Meeting</b>
2.1, .2.2	<p>Minutes of the previous meeting (Attachment 1 to the Agenda) and status updates on Action Items were noted</p> <p><b>Motion:</b> Minutes be accepted (RB/MH) - Passed</p>
<b>3</b>	<b>Dr Martin Hall – Oral Health Education Program ‘Kose Nehan’</b>
3.1, 3.2	<p>Martin Hall outlined the development of the Oral Health Education Program from its original pilot school to several schools (initially close to Aileu town) for the first few years, to the current program in six smaller rural schools spread throughout Aileu Municipality (program seems best suited to small rural schools of approx. 200 students).</p> <p>Funding of \$25,000 from Borrow Foundation, UK, has facilitated the development of the program which is now half way through a 12 month period for which a formal evaluation will be conducted.</p>

	<p>Initially implementation between approximately 6-monthly visits by the NRCH was patchy due to logistics, staff and management constraints experienced within the hands of the Aileu Health Service and dental health unit. The program now employs Ana Tilman, a graduate from dental nurse course in Dili who is from Aileu, to liaise with school directors and staff, providing oral health education to staff and students using a range of materials developed by the program including lesson plans, healthy foods posters, and consent and evaluation forms.</p> <p>Ana also distributes toothpaste and toothbrushes as required, purchased locally (25 cents brushes, 50c toothpaste), or provided by Colgate) – cost is approx. \$3 per student per year</p> <p>Ana was awarded the inaugural Elizabeth Waters Travel Scholarship and used it for professional development at Melbourne University School of Population Health and NRCH in late 2016.</p> <p>The program is now being extended to village schools in Baucau, with plans to do so in Maubisse, in association with Friends of Baucau and Friends of Maubisse. A similar program is being implemented independently by the Balibo House Trust dental project.</p> <p>Assisted by \$7,250 from Costa Foundation, Geelong, the program now includes Anna Tilman assembling a team of Timorese oral health practitioners.</p> <p>Observations from the program and other sources indicate that oral health in the Timor-Leste is declining due to greater access to sugary drinks, snacks and processed foods.</p> <p>Martin in his new capacity as Chief Oral Health Advisor, DHSV, will continue to guide the program, with the ongoing involvement of NRCH.</p> <p>A future step is to work with the newly appointed National Director of Oral Health, Dr Lucio, who has completed PhD in Public Health in Tasmania, to develop a national program based on the experiences of this program.</p> <p>Martin addressed a range of questions.</p> <p><b>Action i):</b> Project Officer/Martin Hall -</p> <p>Enquire into status of adoption the Tetun language booklet 'Kose Nehan' produced by Katrina Langford, Timorlink, for Friends of Aileu. The booklet has been used in this program, and the Ministry of Health had some time ago advised it intended to issue it to all schools across the country.</p>
<p><b>4</b></p>	<p><b>Evaluating the friendship relationship, and the programs and projects</b></p>
<p>4.1</p>	<p>Mark Riley, Chris Adams and Glenda Lasslett, spoke to the Discussion Paper included with the Agenda.</p> <p>Meeting participants provided a range of relevant questions and valuable insights, including the need to address the Strategy and Action Plan 2016-2020, including the outcomes of the workshops undertaken late 2016, and the value of referring to previous Project Officer Work Plans, which identified a range of specific outputs and outcomes linked to the more general Goals and Actions.</p> <p>Discussion for this meeting was focussed on the example of the scholarship program.</p>

	<p>The importance of the broader social context in a developing post conflict country was noted. This included the challenges, and the changing roles, responsibilities and capacities, experienced by individuals and within organisations, both public sector and civil society, and the community generally. Also noted were the limitations of the influence able and appropriate to be exerted from us as friendship partners.</p> <p>There discussion identified the value of collecting more data, both qualitative and quantitative the scholarship program, to capture the experience and progress of the scholarship students over time, recognising the developing nature of the tertiary sector and the limited employment opportunities especially away from Dili.</p> <p>The positive experiences with study outcomes from the Aileu Resource and Training Centre staff development program were noted as a relevant to the evaluation of the scholarship program and the design of its next phase.</p> <p>It was recognised that for the scholarship program, and other activities supported by Friends of Aileu, for example the projects outlined in the Aileu Resource and Training Centre (ARTC) Proposals 2017 document included with the Agenda papers:</p> <ul style="list-style-type: none"> <li>• we should be aiming to support development of capacities for management and evaluation by our Aileu-based partners</li> <li>• a funding component could be identified for the evaluation of relevant activities.</li> </ul> <p>Participants' attention was drawn again to the Friends of Suai / Cova Lima Evaluation, as worthwhile reading. See report at this link - <a href="http://www.portphillip.vic.gov.au/default/Friends_of_Suai_Evaluation_Report_final1_CHarlock(1).pdf">http://www.portphillip.vic.gov.au/default/Friends_of_Suai_Evaluation_Report_final1_CHarlock(1).pdf</a></p> <p><b>Action ii): All -</b> Friends of Aileu members and supporters are invited to contact Chris Adams or Glenda Lasslett with any further queries, insights or suggestions, which they think could help develop the proposed evaluation framework and work towards its progressive implementation, to</p> <p><b>Action iii): Project Officer -</b> Progress the evaluation framework, bringing an update discussion Paper to the next meeting</p> <p><b>Action iv): Project Officer -</b> Discuss with Aileu Administration and ARTC how we might support appropriate levels of evaluation:</p> <ol style="list-style-type: none"> <li>a) for the scholarship program to date and how that could inform development of the next phase of this type of support</li> <li>b) for other projects supported by Friends of Aileu funding or other resources</li> </ol>
4.2	<p>Greta Holmdahl (VU community Development) student) and Chris Adams mentioned the work Greta will undertake during a 100 hrs placement commencing in July, which will involve qualitative and quantitative data on the impact of the East Timor Partnership Project (Friends of Aileu) within the Moreland and Hume Councils and their communities, including Friends of Aileu members and supporters, and Australian partner organisations</p>

4.3	Anna Haintz (Master of Teaching P & S, on-line at Deakin) spoke of her involvement with Ballarat Friends of Ainaro teacher training program, and commented on her interest
<b>5</b>	<b>Updates on Aileu and Australian partner organisation activities</b>
5.1 – 5.10	Chris Adams provided brief verbal updates
5.10	The documentation of proposals for 2017 received from the ARTC were noted with appreciation. It was noted that the documents included little by way of evaluation of past activities or an evaluation plan for the proposals. <b>Action v):</b> Project Officer – Include in discussions with ARTC on Action iv) b) above
<b>6</b>	<b>Finance and Fundraising</b>
6.1	<b>Budget 2017 &amp; Financial Summary to 31 May 2017</b> (tabled as Attachment 4 to the Agenda) included here as <b>Attachment 1</b> to the Minutes
6.2 a)	Budget and Financial Summary was noted.
6.2 b), c) & d)	<b>Recommendations Approved:</b> <b>Motion:</b> Recommendations for Items 6.2 b0)–d) below, were discussed and approved - GJ/GR
6.2 b) i	<b>Noted:</b> Transfer of \$AU 2,750 to Rotary (RAWCS) for ultra-sound machine for Aileu Hospital. The need, priority and donation having been agreed with Municipal Secretary and Merri Health. Chris Adams conveyed Katerina Angelopoulos reminder of the important work and observed needs of the St Francis Assisi Disability Workshop in Aileu and the view that this should feature as a priority for Friends of Aileu. Note: The current budget provides an allowance of a nominal \$4,500 from the Merri Health donations to support the work of the Uma Ita Nian Clinic and the Disability Workshop The clinic has identified a need for wheel chairs and crutches, and training for staff providing physiotherapy treatment. <b>Action vi):</b> Project Officer – Discuss these priorities and other needs with the Uma Ita Nian Clinic and the Disability Workshop to assist in identifying how Friends of Aileu may best respond.
6.2 b) ii	<b>Noted:</b> Transfer of \$AU 430 to Marist Solidarity, for tuition fees for Aileu's Mariana Coro Martins for her second year (of three) at the Baucau Teachers College. This support was provided following a request from Baucau Teachers College, and in principle agreement at FACC meeting September 2016 and subsequently from Mario Soares. It was provided outside the overall Scholarship Program using an education related donation from the Pascoe Vale Uniting Churches.

6.2 c)	<b>Approved:</b> Transfer of \$AU 1,800 to PERMATIL for the school garden project be made once location of next Aileu garden and date of commencement are confirmed
6.2 d)	<b>Approved:</b> Transfer of a total of \$AU 11,120 (\$US 7,790) to Aileu Resource and Training Centre projects: <ul style="list-style-type: none"> <li>i. Staff development program: \$US 1,200 = approx. \$AU 1,700 (Romanes donation 2016)</li> <li>ii. Science and Reading Contest (staff): \$US 2,950 = approx. \$AU 4,210 (Giving Circle Dinner)</li> <li>iii. Science &amp; Reading Contest (materials): \$US 2,140 = approx. \$AU 3,060 (Uncommitted Carry Over from 2016)</li> <li>iv. Computer for Natalia &amp; finances: \$US 1,500 = approx. \$AU 2,150 (Anniversary Dinner and Coffee Sales)</li> </ul>
<b>7</b>	<b>Recent Events and Activities</b>
7.1-7.8	Chris Adams provided brief verbal updates
<b>8</b>	<b>Upcoming Activities and Events</b>
8.1-8.10	Chris Adams provided brief verbal updates
8.1	ATLFN Education Forum 10am-4pm Saturday VLGA L60 Building Intending participants Chris Adams, Ragai Abdelfadiel, Richard Brown, Tania Deguara, Gary Jungwirth, Mark Riley, Glenyys Romanes
8.2	Music in The Shed, Sunday 11 June from 5pm RSVPs to Gary Jungwirth ASAP to assist with catering.
8.7	Proposal to make an early start on collection donations for prizes and silent and live auction items was discussed. <b>Action vi):</b> All Start contacting potential donors (Andrea, Greta and Anna offered to assist) <b>Action vii):</b> Project Officer - Identify who can assist with defined areas as well as their personal contacts Prepare aids for collectors of donations, including tips with input from Richard Brown, an introduction flyer and a consistent spreadsheet
8.10	<b>Agreed:</b> Change of date for final FACC meeting for 2017, rescheduled to Tuesday 28 November (previously 12 December)
<b>10</b>	<b>Other Business</b>
	Nil
	<b>The meeting closed at 8:30pm</b>
	<b>Next Meeting:</b> Tuesday 8 August, 6pm for 6:30-8:30pm Hume Global Learning Centre, Broadmeadows

## **RCC27/17 MORELAND RECONCILIATION ADVISORY COMMITTEE (D17/306414)**

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The minutes of the Moreland Reconciliation Advisory Committee meeting held on 27 April 2017 are provided for Council's information.

### **Key Items Discussed:**

- That the membership of the reconciliation advisory committee forms a working group of the human rights committee beginning July 2017 for a trial of 6 months with a possible extension of 6 months pending a joint meeting with the human rights committee to determine the terms of reference, its working relationships, organisational members, roles, responsibilities, purpose and focus areas of work and activity.
- The committee recommended that Council holds the 2017 NAIDOC Week flag raising ceremony; plans for treaty forum and supports Aboriginal Community Elders Service anniversary event.
- The officers investigate what steps were taken to protect the Ronald Bull mural in Pentridge.

### **Recommendation**

Council resolves that the report from Committee to Council be received and noted.

### **Attachment/s**

- 1 [↓](#) Moreland Reconciliation Advisory Committee Minutes - 27 April 2017 D17/151363



## Moreland Reconciliation Advisory Committee MINUTES

**Date:** Thursday 27 April 2017

**Time:** 6pm – 8pm

**Venue:** Coburg Civic Centre, Council Chambers

**Invited members:** Cr Samantha Ratnam, Cr Natalie Abboud, Cr Sue Bolton, Subik Basso (CERES), Denice Joseph (ACES), Garry Murray (Ballerrt Mooroop Working Group), Julio Estorninho (Coburg Football Club); Philippa Day, Leo Fieldgrass, Jenne Perlstein, Aroon Naidoo

**Apologies:** Liz Phillips (Merri Health), Sue Lopez Atkinson **Absent:** Emma Lawrence

**Officers:** Nalika Peiris, Petr Svoboda

ITEM	Actions
<p><b>1. Welcome and introductions</b></p>	
<p><b>2. Minutes from the last meeting held on 2 February 2017</b></p> <p>Cr Ratnam said that minutes from the last meeting will be submitted to council so Council will be able to discuss last meetings discussion and recommendation about marking the Australia Day as a day of mourning for the first nations. This will be discussed at the May or June meeting. This recommendation is similar to the decision City of Yarra made.</p> <p>Petr gave overview of the follow up on actions from the last minutes. In particular the Maternal and Child Health (MCH) Centres audit follow up has started and the progress so far includes:</p> <ul style="list-style-type: none"> <li>• Changes to the MCH and Immunisation Brochures, adding Flags and Acknowledgement and some photos changes.</li> <li>• Victorian Aboriginal Health Service has provided a Brochure about their services. Council has been permitted to use their art work to make an Aboriginal specific Moreland Brochure.</li> <li>• Aboriginal toys, posters, books and flags have been distributed to centres</li> <li>• The Maternal and Child Health Project Manager continues to meet with Building Maintenance about works at the Fawkner and Glenroy MCH Centres</li> </ul>	<p>Minutes from 2 February 2017 were approved.</p>

<p><b>3. Human Rights Advisory Committee and Reconciliation Committee</b></p> <p>Nalika explained that Sue Lopez Atkinson, Annette Sax and Liz Phillips have been part of the Reconciliation Advisory Committee from the start when Council started engaging in reconciliation work. Now time has changed and Moreland has a new Moreland Reconciliation Initiative which is community based group as well as the Human Rights Advisory Committee which has two members of the Reconciliation Advisory on it.</p> <p>Nalika met with Sue and Liz to talk about pros and cons of different models how we could run the advisory committee. The proposed models are absorbing the reconciliation advisory into the Human Rights advisory as a subcommittee; creating an a reconciliation working group of the Human Rights Advisory Committee; or continuing as separate advisory committees.</p> <p>The discussion focused on the working group model. The Working Group should be chaired and the agenda decided by community members and this process could cut red tape. Members said that the recommendations would be reported back to the Human Rights advisory. The working group model would allow closer working relationship and could progress projects faster. The working group would work on project but it should also have advocacy role. The projects could include coordinating the consultation for feasibility study for the Ballert Mooroop College Site or the proposed inclusive employment project. Staff resources and meeting rooms would be provided to support the working group. This could be done on trial basis for six month with possible 6 month extension. The Human Rights Advisory should work with the working group to identify the projects to work on. The question is who sets the Terms of Reference and who sets the agenda?</p> <p>The other main question that needs to be answered is what is the purpose of individual or organisational participation on the committee? The participation needs to be linked to the Human Rights implementation plan.</p> <p>Denice from ACES said that the networking provided at these meeting and the ability to assist each other is good. However her involvement on the working group might be minimal due to work commitments.</p> <p>Aroon from the North West Mental Health said that this organisation needs to improve their work with the Aboriginal community and participation on the committee allows him to understand what is happening however consideration of how much time members can dedicate to the project. The working group needs to define how it can help the member organisations.</p>	<p>That the membership of the reconciliation advisory committee forms a working group of the human rights committee beginning July 2017 with a possible extension of 6 months pending a joint meeting with the human rights committee to determine the terms of reference, its working relationships, organisational members, roles, responsibilities, purpose and focus areas of work and activity.</p>
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	<p>Gary said that the Glenroy site is there and needs mental health service to be placed on it and ACES and the NWMH could work together to use the site. There needs to be one page explanation of what the membership involves and a formal agreement with the participating organisations should be established.</p> <p>Nalika said that the networking function is important but the main purpose of this committee is advisory to Council. Council has settlement network and the information and recommendations are still passed to the Council and the Human Rights Committee.</p> <p>It is important not to lose the advocacy role such as the recommendation in the citizenship ceremony. Cr Bolton said that advocacy is important and the impact of the NDIS changes on the Aboriginal community need to be discussed at the Human Rights Committee.</p>
	<p><b>4. Upcoming events</b></p> <p><b>Reconciliation Week</b> Council is holding Wurundjeri Games in Glenroy on 2 June. The weather conditions might be difficult so Council will consider using marquees. Bill and Mandy Nicholson will lead it and it will include smoking ceremony.</p> <p><b>NAIDOC Week</b> It was discussed that Council could hold a Treaty Forum around NAIDOC week.</p> <p>The Coburg Football Club has planned NAIDOC football games on 8 July at 2pm. Julio has applied for NAIDOC week grant requested assistance from Council with promotion and potentially tying it with other events.</p> <p>The committee recommended that Council put on a small but important symbolic flag raising ceremony for staff and partners. This should be at the start of NAIDOC week on 3 July.</p> <p>Council should also support ACES in their 25 year anniversary celebrations to be held later this year. ACES needs 300 – 500 people capacity venue so it will need Council’s support. The only large venue is the Coburg Town Hall.</p>
<p>The committee recommended that Council holds NAIDOC Week flag raising ceremony; plans for treaty forum and supports ACES anniversary event.</p>	<p><b>5. Update on treaty in Victoria</b></p> <p>Gary explained that negotiations regarding treaty can occur at national, state and local levels. The treaty forum in the city will propose a body with a role similar to that played by ATSIC in the past. A “Recognise” forum will be held at Uluru on 24 May 2017.</p>

<p>Officers to follow up on the Pentridge Aboriginal mural with the planning department.</p>	<p>Gary said that there are 6 Wurundjeri people living in Moreland and between Hume and Moreland we have more than 3000 Aboriginal people living here. The community has urgent issues that need to be addressed including drugs.</p> <p>The Glenroy site should be considered part of a precinct. Gary said that they approached the bowling club which is interested in new members. The working group needs to think about the broader needs of Glenroy.</p> <p>Gary said that he can invite the Victorian Traditional Owners Land Justice Group to the Treaty Forum. Cr Bolton said that Council should support the Treaty Forum and this could be a way to engage Wurundjeri in the discussion. Gary asked is Council has received a legal advice with regards to treaty. Petr to follow up.</p> <p>Gary said that Pentridge has Aboriginal heritage protected mural artwork that needs to be protected and the visit to see the artwork could be linked to the forum. Gary asked what steps were taken to protect the mural.</p> <p><b>6. Other business</b></p> <p>The Moreland Reconciliation Network had its first meeting in April with 20 people present. The second meeting is scheduled on 17 May at the East Coburg Community House. The Reconciliation Initiative developed a toolkit targeting the non Aboriginal community.</p> <p>Koorie Youth Summit is coming in on 14 – 15 June and up to 150 young people are expected from across the state. Council can sponsor places for your Koorie people. Gary pointed out that the word Koorie is offensive and the organisers should consider alternatives such as first people, clans and nations.</p> <p>Australians for Native Title and Reconciliation (ANTaR) are hosting an event at Fitzroy Town Hall on Sunday 30<sup>th</sup> April and Richard Frankland will be attending.</p> <p><b>7. Meeting schedule for 2017</b></p> <ul style="list-style-type: none"> <li>• The next meeting will be joint with the Human Rights Advisory Committee in June 2017</li> </ul>
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## **RCC28/17 MORELAND HOUSING ADVISORY COMMITTEE MEETING 1 JUNE 2017 (D17/314401)**

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The minutes of the Moreland Housing Advisory Committee meeting held on 1 June 2017 are provided for Council's information.

### **Key Items Discussed:**

- Proposals to alter state planning provisions for small public housing developments - discussion and feedback noted by officers to inform Council submission.
- Plan Melbourne Refresh and new planning - related initiatives to support affordable housing.
- Gronn Place Redevelopment - Issues identified to be raised as part of Council engagement with DHHS and Minister's Standing Advisory Panel.

### **Recommendation**

Council resolves that the report from Committee to Council be received and noted.

### **Attachment/s**

- 1 [↓](#) Moreland Housing Advisory Committee Minutes - 1 June 2017 D17/233923



Moreland City Council

## Minutes

### MORELAND HOUSING ADVISORY COMMITTEE

Date: 1 June 2017

Attendees: Cr Mark Riley (Chair), Mike Collins (MCC), Tegan Leeder, Sophie Dyring, Muhammad Irfan, Tristan Hennessy, Cr Sue Bolton

Apologies: Barry Hahn (MCC), Arden Joseph (MCC), Anne Laffan  
Non- Attendees: Theodore Kerlidis

	Item	Discussed	Action
1	Welcome and apologies	Apologies noted	Noted
2	Confirm minutes of May meeting	Minutes Confirmed	For reporting to Council
3	276 Barkly St- Council decision update	Further to correspondence from committee the Director Social Development has advised MC that 276 Barkly St will remain in its current use (as an open air public carpark) and owned by Council.	Noted
4	Proposals to alter state planning provision for small public housing developments -discussion and feedback to inform Council submission (short notice)	Proposed alteration to state planning provision discussed with a range of views on questions relating to removal of Council as the planning authority, the provision of information to the community and lack of appeal/objection rights. No consensus views emerged but two broad positions put forward: Either 'no notice and review' should be removed from proposal to allow for a continual education and engagement of the community regarding public housing or notice should be retained but appeal to VCAT should be removed so lengthy delays in the delivery of public housing is avoided.	Discussion noted by officers to inform Council submission. Committee members are encouraged to submit their own submissions.

5	Plan Melbourne Refresh and new planning-related initiatives to support affordable housing. Kate Shearer , Unit Manager Strategy	Discussion of Plan Melbourne and its strategies. Noted that when greater detail is released regarding its implementation then we will know more re: its implications. The establishing of a land use framework in the Northern Region which may lead to the setting of housing targets could be significant with regard to affordable housing but processes are not in place.	Further briefing to be made to the committee when more information is released.
6	Gronn Place	Cr Bolton raised concern about the design of the Gronn Place development. With the new development being predominantly 1 or 2 bedroom dwellings, it will be impossible for families from 3 bedroom dwellings to return to Gronn Place. Cr Riley raised concerned on the overall engagement practices of DHHS. Discussion about whether the Gronn Place development is adjusting its implementation in respect to the Kensington and Carlton North experiences.	Issues to be raised as part of Council engagement with DHHS and Minister's Standing Advisory Panel
7	Homelessness Event	Slated for Anti-Poverty week – 2 <sup>nd</sup> week of October.	Noted. Update to be provided in August meeting
8	2017 Housing Summit @ MelbUni	Sophie Dyring, Mike Collins to attend	Brief report back next meeting
9	Next meeting	Confirmed for 3 <sup>rd</sup> August 2017	

D17/233923

### **Executive Summary**

The following items were taken on notice at the July and August 2017 Council meetings:

- Ms Miller - pedestrian safety – Nicholson Street and Moreland Road, Coburg (July Council meeting)
- Ms Kratzmann - Campbell Reserve Facility Upgrade (August Council meeting)

A copy of the responses are attached for information.

### **Recommendation**

That Council notes the on notice items from the July and August Council meeting.

### **Attachment/s**

- |                     |   |            |
|---------------------|---|------------|
| <a href="#">1</a> ↓ | Ms Miller - Pedestrian Safety Nicholson Street and Moreland Road, Coburg - On Notice Response | D17/328957 |
| <a href="#">2</a> ↓ | Ms Kratzmann - Campbell Reserve Facility Upgrades - On Notice Response                        | D17/329982 |



Moreland City Council

Moreland City Council  
Municipal Offices  
90 Bell Street  
Coburg  
Victoria 3058

Postal Address  
Locked Bag 10  
Moreland  
Victoria 3058

Telephone: 9240 1111  
Facsimile: 9240 1212

Item No. ON6/17  
Doc. No. D17/321433  
Enq: Kris Kasmawan  
Tel: 9240 1177

Ms J Miller



Dear Ms Miller

**COUNCIL RESOLUTION ACTION MEMO – PEDESTRIAN SAFETY AROUND THE INTERSECTION OF NICHOLSON STREET AND MORELAND ROAD**

Thank you for your enquiry to Council during the 12 July 2017 Council Meeting regarding the status of the Pedestrian Safety Report for the area around the intersection of Nicholson Street and Holmes Street, Brunswick East/Coburg.

A report will be presented at the 13 September 2017 Council Meeting. A summary of the report has been provided below.

**Road safety improvements – Reduced Speed limit and Pedestrian Safety**

Council organised for pedestrian counts on Nicholson Street, near Moore Street to determine if VicRoads warrants for pedestrian operated traffic signals were met. The warrants were met, accordingly Council officers lobbied VicRoads to support the installation of the signals. VicRoads supports the need for the signals but does not have funding for these works at this time. There is limited State Government funding for pedestrian operated signals across Victoria.

VicRoads is currently investigating options to address road safety issues, including a reduced speed limit in this section of Nicholson Street.

**Moreland Road/Nicholson Street/Holmes Street intersection – safer for pedestrians**

In November 2017 Yarra Trams are planning to replace its tracks in Nicholson / Holmes / Moreland Road. All affected pavement and line marking will be replaced. Additionally, Council will be undertaking its Shopping Strip Renewal Project at the intersection this financial year which involves upgrades of the footpaths in the precinct including pavement markings to highlight the designated pedestrian crossing points at the intersection.

Any other works beyond those scheduled will need to be identified and resolved by VicRoads as the road manager for these roads.



**Tram Stop Upgrades**

PTV has an obligation to implement tram stops that comply with the Disability Discrimination Act (DDA). Council has also met with PTV and Yarra Trams regarding proposed upgrades to the tram infrastructure to comply with DDA standards. PTV stated that it is currently investigating the installation of Easy Access Stops that are DDA compliant for tram route 96. Tram route 96 is the primary focus of PTV because it is one of its busiest tram routes.

Unfortunately, PTV has not provided a timeframe on when upgrade works are expected to be undertaken for tram route 1 and 6. It is expected to be more than five years until DDA compliant stops are to be considered on these routes. It is inappropriate for Council officers to identify locations of Tram Super stops at this stage as VicRoads and Yarra Trams need to determine how the corridor will operate into the future (with Council input) and therefore, the type and location of the stops is unknown at this stage.

**Street Lighting**

A letter was sent to the Team Leader of Traffic and Transport at VicRoads in July 2017 requesting VicRoads to undertake a lighting survey of the public lighting along Nicholson Street, Coburg from Moore Street to Moreland Road including the frontage of the Nicholson Street IGA at 4 – 20 Nicholson Street, Coburg. Council is yet to receive a copy of the survey results.

Council has limited options to influence outcomes on the operation of these roads including vehicles, public transport and pedestrian movements. Additionally, Council should not consider funding infrastructure on arterial roads that are managed by VicRoads. Council has been successful in the past in advocating to the State Government for funding for specific projects.

Overall Council officers will continue to engage with VicRoads regarding road safety initiatives, public lighting and reduced speed limits through this section of Nicholson Street.

If you require more information regarding the above, please contact Council's Transport Engineer, Kris Kasmawan on 9240 1177.

Yours sincerely



Grant Thorne  
**DIRECTOR CITY INFRASTRUCTURE**

1 / 9 / 2017

**Moreland Language Link**

廣東話	9280 1910	हिंदी	9280 1918
Italiano	9280 1911	普通话	9280 0750
Ελληνικά	9280 1912	ਪੰਜਾਬੀ	9280 0751
عربي	9280 1913		
Türkçe	9280 1914	All other languages	
Tiếng Việt	9280 1915	9280 1919	





Moreland City Council

**Municipal Offices**  
90 Bell Street, Coburg  
Victoria 3058

**Postal Address**  
Locked Bag 10, Moreland  
Victoria 3058

Telephone: 9240 1111  
Facsimile: 9240 1212

Doc. No. D17/321728  
Enq: J.Luppino  
Tel: 9240 2261

Ms Helen Kratzmann



Dear Ms Kratzmann

**COUNCIL MEETING, 09 AUGUST 2017 - QUESTION TIME RESPONSE: CAMPBELL  
RESERVE FACILITY UPGRADES**

Thank you for attending Moreland City Council's August 2017 Council meeting and formally submitting a question regarding the Campbell Reserve Facility Upgrades at 11-49 Moreland Road, Coburg.

In response to your question, I can advise that as the pavilion refurbishment is valued at over \$1M Council is obligated to advertise the works to the public through the planning permit application process.

The planning permit application advertising process involves:

- Displaying a Notice of an Application for a Planning Permit on the land, for a minimum of 14 days.
- Sending letters to the adjoining property owners and occupiers.
- Placing a Notice of an Application for a Planning Permit in the local newspaper.
- Feedback/objections may be submitted to Council in relation to the permit application.
- Feedback/objections are welcome within a period of 21 days from the date of the displaying a Notice.
- Feedback/ objections are publicly available during the consideration of the application.
- Further discussion or consultation may be required depending on the nature of objections received.

In regards to the sports field, Council is the primary provider of community based sports and recreation facilities and is responsible for maintenance and development of these assets, in partnership with its users. Due to the significant investment in sporting facilities, it is crucial that facilities are planned and managed to ensure maximum benefit and usage for the whole community.

Officers are currently investigating costs for refurbishment of the sports field, in addition to assessing the future uses of the facility and ways to maximise its potential. All this will be done with a view to future-proof a resource that will come under increasing pressure in the years to come, therefore creating a surface that can tolerate varying weather conditions and a high volume of human traffic.

**Moreland Language Link**

廣東話	9280 1910	हिन्दी	9280 1918
Italiano	9280 1911	普通话	9280 0750
Ελληνικά	9280 1912	ਪੰਜਾਬੀ	9280 0751
عربي	9280 1913		
Türkçe	9280 1914	All other languages	
Tiếng Việt	9280 1915	9280 1919	

This paper is 100% recycled

Should you require any further information, please do not hesitate to contact Joe Luppino,  
Council's Unit Manager Recreation Services on 9240 1297 or email  
[jluppino@moreland.vic.gov.au](mailto:jluppino@moreland.vic.gov.au)

Yours sincerely



Arden Joseph  
**DIRECTOR SOCIAL DEVELOPMENT**

31 / 8 / 2017

# **CEO1/17 RESILIENT MELBOURNE STRATEGY (D17/324810)**

**Chief Executive Officer**

**Executive Office**

---

## **Executive Summary**

The purpose of this report is to consider contributing to the delivery of the 'Resilient Melbourne' strategy over the coming 1 to 3 years.

The 100 Resilient Cities (100RC) Challenge was launched in 2013, with Melbourne accepted in the first round of cities on the basis that the work undertaken would be metropolitan-wide. The Resilient Melbourne Strategy (Strategy) was developed with involvement from over 1,000 individuals from 230 organisations, Victorian Government departments and in collaboration with Melbourne's 32 Councils. This is Australia's first urban resilience strategy and the first time in Melbourne's 180 year history that a metropolitan wide strategy has been led by local government.

The Resilient Melbourne Delivery Office (Office) was established to implement actions from the strategy. The Office has access to a number of 100RC 'Platform Partners' who provide pro bono and reduced rate services to assist the implementation. Within the Strategy, the Office is implementing actions which can help to achieve Moreland City Council's goals. The mutually relevant actions here include the Metropolitan Urban Forest Strategy, the Metropolitan Cycling Network and the Zero Net Emissions targets.

This report recommends that Council contributes \$15,000 to year 1 implementation actions, and upon evaluation of these actions, considers further funding of \$15,000 each in year 2 and year 3. This may be partly funded from existing program funds which align with the specific goals of the Strategy, with the remaining to be absorbed within organisation budgets.

## **Recommendation**

That Council :

1. Allocates \$15,000 to year 1 of implementation of the Resilient Melbourne Strategy.
2. Authorises the Chief Executive Officer to review the effectiveness of year 1 actions and delegates to her the authority to allocate year 2 and year 3 funds.

## **1. Policy Context**

Resilient Melbourne relates to several parts of the Council Plan, but most closely with the following points within Council's 'Progressive City' Objective:

- Point 2 - Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use;
- Point 4 - Increase tree canopy cover, enhance existing open space and create at least 2 new parks, in areas with the lowest access to open space; and
- Point 6 - Develop a clear and funded approach to achieve zero carbon emissions by 2040.

Resilient Melbourne also aligns with a range of subsequent policies and strategies of Council, most notably the Bicycle Strategy, Urban Forest Strategy and the Zero Carbon Evolution Strategy.

## **2. Background**

The 100 Resilient Cities Challenge was launched in 2013, with Melbourne accepted in the first round of cities on the basis that the work undertaken would be metropolitan-wide. The global program is driving greater understanding of urban resilience around the world highlighting the critical role of local government in managing the chronic stresses and acute shocks that cities face.

The Resilient Melbourne Strategy (Strategy) was developed with involvement from over 1,000 individuals from 230 organisations, Victorian Government departments and fundamentally, in collaboration with Melbourne's 32 councils. This is Australia's first urban resilience strategy and the first time in Melbourne's 180 year history that a metropolitan wide strategy has been led by local government.

To-date, 25 of 32 Councils have committed funding for between 1 (\$15,000) and 3 years (\$45,000) with the majority, making a 3 year commitment, paid annually.

## **3. Issues**

Since commencement, the Resilient Melbourne Delivery Office (Office) has been working to implement the actions outlined in the Strategy. The Office has access to a number of 100RC 'Platform Partners' who provide pro bono and reduced rate services to assist the implementation. Within the Strategy, the Office is implementing actions which can help to achieve Moreland City Council's goals. The mutually relevant actions here include the Metropolitan Urban Forest Strategy, the Metropolitan Cycling Network and the Local Government Renewals Group purchasing.

All milestones set in the Strategy are updated and progress is reported monthly through the Resilient Melbourne Strategy Action Update circulated via metropolitan Chief Executive Officers. A fuller account of the office's actions in the first year will be released through the annual report following the financial year end.

## **Metropolitan Urban Forest Strategy**

This action will result in a metropolitan urban forest strategy for all of Melbourne. This strategy will enable all those currently involved, and others wanting to deliver urban greening projects in future, to understand how their efforts can best contribute to improving ecosystem health and services such as urban cooling and flood mitigation.

It will achieve this by:

- highlighting how and where existing initiatives can be expanded;
- enabling the sharing of resources and knowledge by linking together currently disparate efforts;
- providing councils better information about their existing tree canopy cover, making resources available for public and private entities; and
- providing opportunities for utility providers and infrastructure owners to address implementation barriers and help make Melbourne greener and cooler.

For Moreland, this specifically refers to deliverable P4c of the Council Plan 2017-2021, which refers to the '*strategic planting of larger canopy trees within streetscapes, parks and natural resource management areas*' and to ensure the strategic management of Moreland's urban forest management as part of metropolitan Melbourne.

## **Metropolitan Cycling Network**

The office will work with councils across Melbourne to coordinate a metropolitan proposal for establishing cycle paths and corridors that is both holistic in scope and tailored to local needs. This work will link closely with the Victorian Cycling Strategy, which is currently being updated and will then be implemented by Active Transport Victoria, a unit in the Department of Economic Development, Jobs, Transport and Resources (DEDJTR).

This planning and coordination initiative furthers the objectives of the Victorian Government, specifically the Active Transport and cycling commitments outlined in Plan Melbourne, by:

- pooling knowledge from researchers, government and infrastructure agencies and cycling advocacy groups;
- drawing on local government and infrastructure agency expertise to plan the metropolitan bicycle path network and connect existing bicycle paths, building on existing initiatives such as the Northern Trails initiative; and
- encouraging local government and infrastructure agencies to build new bicycle paths.

The network similarly works across local government authorities to coordinate a metropolitan proposal for establishing paths and corridors which holistically tailor to local needs. Relative to the Council Plan 2017-2021, this has bearing on the reference to the review of the Moreland bicycle strategy as well as cycling as part of a larger integrated transport network under deliverables P2a, P2c and P2f.

## **Local Government Renewables group purchasing - Zero Net Emissions**

This action builds on a pilot project led by the cities of Melbourne, Moreland, Port Phillip and Yarra. It will give councils a group purchasing process for buying energy from new, utility-scale, renewable power sources. It will enable councils to support the emerging renewables industry, in a way that is financially efficient, by pooling resources and tackling financial, regulatory, risk and market barriers together.

This action will help councils to:

- diversify Melbourne's power sources, reducing our vulnerability to supply failures in the Latrobe Valley, or transmission failures between these generators and Melbourne;
- directly support the renewable energy industry, improving its cost-competitiveness with fossil fuel sources, which may contribute to greater long-term affordability for households, and bring health benefits; and
- help reduce greenhouse gas emissions, thus contributing to global efforts to address climate change.

The office has also committed to working with Council and the Moreland Energy Foundation Limited to develop Moreland's planned zero net emissions strategy. Among a range of measures, this action will build on the Melbourne Renewable Energy Project (MREP), which the Office is looking to extend to achieve even greater collective action.

The full Strategy can be accessed via the following link:

[https://resilientmelbourne.com.au/wp-content/uploads/2016/05/COM\\_SERVICE\\_PROD-9860726-v1-Final\\_Resilient\\_Melbourne\\_strategy\\_for\\_web\\_180516.pdf](https://resilientmelbourne.com.au/wp-content/uploads/2016/05/COM_SERVICE_PROD-9860726-v1-Final_Resilient_Melbourne_strategy_for_web_180516.pdf)

The proposal is to contribute \$15,000 of funding to year 1 of the program, and after evaluating its effectiveness, consider contributions of \$15,000 to years 2 and 3 of the program.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

Internal consultation during the development of the Resilient Melbourne Strategy was conducted.

Initial discussions with Councillors at a Briefing were also conducted.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

Adoption of this recommendation will result in a cost of \$15,000. This may be partly funded from existing program funding which aligns with the specific goals of the Strategy, with the remaining to be absorbed within the organisation.

If this project is effective, there is a potential future cost of \$15,000 in years 2 and 3. This would be subject to assessment before a decision is made.

#### **7. Implementation**

The next steps involve connecting with the Resilient Melbourne Delivery Office to plan implementation actions.

#### **Attachment/s**

There are no attachments for this report.

**DCS48/17 ASSEMBLY OF COUNCILLORS RECORD 1 JULY 2017 TO  
31 JULY 2017 (D17/17459)**

**Director Corporate Services**

**Property and Governance**

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**Executive Summary**

Pursuant to Section 80A of the *Local Government Act 1989*, an Assembly of Councillors Record must be reported to the next practicable Council meeting and recorded in the minutes.

The Assembly of Councillors Record for the period 1 July 2017 to 31 July 2017 is presented at Attachment 1.

**Recommendation**

That Council notes the Assembly of Councillors Record for the period, 1 July to 31 July 2017 at Attachment 1 to this report.

## REPORT

### 1. Policy Context

Section 80A of the *Local Government Act 1989* sets out the context in which the Assembly of Councillors Records must be reported to Council.

### 2. Background

Amendments to the *Local Government Act 1989* and *Local Government (General) Regulations 2004* made it a requirement for an Assembly of Councillors Record to be reported to the next practicable Council meeting and recorded in the minutes.

### 3. Issues

An Assembly of Councillors is a meeting of an advisory committee of the Council, if at least 1 Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and 1 member of Council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Assembly of Councillors does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139 of the *Local Government Act 1989* a club, association, peak body, political party or other organisation.

Some examples include Councillor Briefings, meetings with residents/developers/clients/organisations/government departments/statutory authorities and consultations. Councillors further requested that all Assembly of Councillors Records for Urban Planning Briefing meetings, irrespective of the number of Councillors in attendance, also be reported to Council meetings.

A list of the Assembly of Councillors Record for the period 1 July 2017 to 31 July 2017 is at **Attachment 1**.

#### Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

### 4. Consultation

Councillors and Council staff across Council have been advised of the Assembly of Council requirements as per the *Local Government Act 1989*.

### 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

### 6. Financial and Resources Implications

There are no financial and resources implications.

### 7. Implementation

There are no further actions required to implement this resolution.

#### Attachment/s

- 1 [↓](#) Assembly of Councillors Record - 1 July 2017 to 31 July 2017 D17/313946



ASSEMBLY OF COUNCILLORS RECORD

1 July 2017 to 31 July 2017

An Assembly of Councillors is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Assembly of Councillors does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139 of the *Local Government Act* a club, association, peak body, political party or other organisation.

Assembly details	Councillor attendees	In	Out	Officer attendees	Matters discussed	Conflict of interest disclosures
<b>Council Briefing</b> 4 July 2017	<u><b>In Attendance</b></u> Cr Abboud Cr Carli Hannan Cr Irfanli Cr Kavanagh Cr Martin Cr Ratnam Cr Riley Cr Yildiz JP  <u><b>Apologies</b></u> Cr Bolton Cr Davidson Cr Tapinos  <u><b>Absent</b></u> Nil	6.05 pm 6.07 pm 6.05 pm 6.05 pm 6.06 pm 6.05 pm 6.13 pm 6.05 pm	7.34 pm 7.20 pm 7.34 pm 7.34 pm 7.34 pm 7.34 pm 7.34 pm 7.34 pm	Nerina Di Lorenzo James Scott Arden Joseph Grant Thorne Kirsten Coster Anita Craven Sue Vujcevic Stuart Nesbitt Liz Rowland	<ul style="list-style-type: none"> <li>• Melbourne Renewal Energy Project (MREP) with external presenters</li> <li>• Discuss response to 2017-2018 budget submissions and 2017-2021 Council Plan</li> </ul>	Nil
<b>Finance Review Committee</b> 10 July 2017	<u><b>In Attendance</b></u> Cr Davidson <u><b>Apologies</b></u> Nil  <u><b>Absent</b></u> Nil	5.08 pm	5.24 pm	Nerina Di Lorenzo James Scott	<ul style="list-style-type: none"> <li>• May 2017 Financial Management report</li> <li>• General business</li> </ul>	Nil
<b>Council Briefing</b> 10 July 2017	<u><b>In Attendance</b></u> Cr Abboud Cr Bolton Cr Carli Hannan Cr Davidson Cr Irfanli Cr Kavanagh Cr Martin Cr Ratnam Cr Riley Cr Yildiz JP  <u><b>Apologies</b></u> Cr Tapinos  <u><b>Absent</b></u> Nil	6.05 pm 6.09 pm 6.05 pm 6.05 pm 6.05 pm 6.05 pm 6.05 pm 6.40 pm 6.18 pm 6.05 pm	9.23 pm 9.23 pm 9 pm 9.23 pm 9.23 pm 9.23 pm 9.23 pm 9.23 pm 9.23 pm 7.35 pm	Nerina Di Lorenzo James Scott Arden Joseph Grant Thorne Kirsten Coster Anita Craven Kristen Cherry Kim Critchley Holly Duckworth	<ul style="list-style-type: none"> <li>• Council Action Plan 2017-2018 discussion</li> <li>• Moreland Community Grants Program 2017-2017 recommendations</li> <li>• Aquatics model</li> <li>• Discuss Council agenda</li> </ul>	Nil

Assembly details	Councillor attendees	In	Out	Officer attendees	Matters discussed	Conflict of interest disclosures
<b>Council Briefing</b> 17 July 2017	<u><b>In Attendance</b></u> Cr Abboud Cr Bolton Cr Carlii Hannan Cr Davidson Cr Irfanli Cr Kavanagh Cr Martin Cr Ratnam Cr Riley Cr Yildiz JP  <u><b>Apologies</b></u> Cr Tapinos  <u><b>Absent</b></u> Nil	6.06 pm 6.31 pm 6.06 pm 6.06 pm 6.06 pm 6.06 pm 6.06 pm 6.11 pm 6.11 pm 6.06 pm	8.45 pm 8.45 pm 8.45 pm 8.45 pm 8.45 pm 8.45 pm 8.45 pm 8.45 pm 8.45 pm 7.45 pm	Nerina Di Lorenzo James Scott Arden Joseph Grant Thorne Kirsten Coster Anita Craven	<ul style="list-style-type: none"> <li>Saxon Street Community Hub</li> <li>Moreland Integrated Transport Strategy (MITS) review</li> <li>Councillor training and development program</li> </ul>	Nil
<b>Moreland Disability Advisory Committee</b> 24 July 2017	<u><b>In Attendance</b></u> Cr Ratnam  <u><b>Apologies</b></u> Cr Riley  <u><b>Absent</b></u> Nil	12 pm	2 pm	Carolyn Hughes Katrine Gabb Paula Jorgensen Jeff Tyson Anne McGregor	<ul style="list-style-type: none"> <li>Report on final MetroAccess annual outcomes report to DHHS</li> <li>Committee changes to become a working group of the Human Rights Committee</li> <li>Changing role and imminent loss of funding for MetroAccess program</li> </ul>	Nil
<b>Planning Briefing</b> 24 July 2017	<u><b>In Attendance</b></u> Cr Abboud Cr Bolton Cr Carlii Hannan Cr Davidson Cr Irfanli Cr Kavanagh Cr Martin Cr Ratnam  Cr Riley  <u><b>Apologies</b></u> Cr Tapinos  <u><b>Absent</b></u> Nil	7 pm 7 pm 7 pm 7 pm 7 pm 7 pm 7 pm 7 pm 8.05 pm 7 pm 8.05 pm	8.05 pm 9 pm 8.45 pm 9 pm 8.45 pm 9 pm 9 pm 7.30 pm 9 pm 7.30 pm 9 pm	Robert Shatford Mark Hughes Narelle Jennings Andy Wilson	<ul style="list-style-type: none"> <li>269 Stewart Street, Brunswick</li> <li>B Division Pentridge</li> <li>Building 9 Pentridge Councillor briefing on other matters: 102-108 Moore Street</li> </ul>	See below
<i>Conflict of interest disclosures – Planning briefing 24 July 2017</i>		<p>Cr Riley - indirect conflict of interest by conflicting duty- 269 Stewart Street, Brunswick East. Cr Riley is a CERES board member Cr Riley left the chambers before the matter was discussed at 7.30 pm and returned when the discussion concluded at 8.05 pm.</p> <p>Cr Ratnam – indirect conflict of interest - 269 Stewart Street, Brunswick East. Cr Ratnam’s residential amenity will be directly affected by this development. Cr Ratnam left the chambers when the matter was discussed at 7.30 pm and returned when the discussion concluded at 8.05 pm.</p> <p>Cr Abboud - indirect conflict of interest by close association - Building 16 and B Division - Pentridge, Coburg - and Building 9 and A Division - Pentridge Coburg - Lot S4 and S6 Champ Street, Coburg. A business involved in the Pentridge development is in a contract with Cr Abboud’s husband. Cr Abboud left the chamber before the matter was discussed at 8.05 pm and did not return.</p>				

Assembly details	Councillor attendees	In	Out	Officer attendees	Matters discussed	Conflict of interest disclosures
<b>Urban Environment Committee</b> 27 July 2017	<u><b>In Attendance</b></u> Cr Irfanli Cr Ratnam Cr Riley  <u><b>Apologies</b></u> Cr Martin Cr Yildiz  <u><b>Absent</b></u> Nil	6 pm 6 pm 6 pm	8 pm 8 pm 8 pm	Kirsten Coster Sue Vujcevic Paula Jorgensen	<ul style="list-style-type: none"> <li>• Induction to the committee</li> <li>• Overview of planning at Council</li> <li>• Future agenda discussion</li> </ul>	Nil

# DCS49/17 MUNICIPAL ASSOCIATION OF VICTORIA (MAV) STATE COUNCIL OCTOBER 2017 - PROPOSED MOTIONS (D17/310627)

## Director Corporate Services

### Property and Governance

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#### Executive Summary

The Municipal Association of Victoria (MAV) State Council meets twice a year to consider matters of state-wide significance. In 2017 dates were set for 12 May and 20 October.

The deadline for motions to be submitted for consideration at the October State Council Meeting is 22 September 2017. Draft motions have been prepared for Council's consideration and endorsement.

Motions must have state wide significance or relevance across the Victorian local government sector, and be related to current issues within the City of Moreland.

Council appointed Cr Mark Riley as Moreland's representative to the MAV at its meeting on 23 November 2016.

#### Recommendation

That Council endorses the proposed motions for submission to the Municipal Association of Victoria State Council Meeting to be held on 20 September 2017:

1. That the MAV continues to advocate to the State Government to reconsider the change to the property valuation cycle from a 2 year cycle to an annual process and the centralisation of valuations from Councils to the Victorian Valuer General (VG).
2. That the MAV State Council:
  - a) Reaffirms its position to publicly support marriage equality irrespective of sex or gender identity;
  - b) Advocates strongly to all Victorian MPs and the Federal Government to vote to support change to the *Marriage Act 1961* (Cth) to allow same-sex couples to marry, regardless of the outcome of the survey conducted by the Australian Bureau of Statistics
  - c) Writes to all members of the Parliament of Victoria, all Victorian members of the Parliament of Australia, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission advising them of the above position.
3. That the MAV advocates to the State Government that it:
  - a) Progresses the actions arising from the review of the Environmental Protection Agency, and particularly those which address the recognised deficiencies in the Environmental Audit system as a priority.
  - b) Further undertakes a review of all Government land with known or potential legacy contamination, which would include land such as 88 McBryde Street, Fawkner and adequately plan for and resource the future remediation of such sites.
4. That the MAV strengthens its advocacy to the State Government to:
  - a) Increase the supply of social housing above the targets in the existing Public Housing Renewal Projects;

- b) Re-consider the development model which currently involves the divestment of Government housing land to private developers for mixed social/private housing; and
  - c) Improve the collaborative engagement with local councils and communities in the current and future development locations.
5. That the MAV advocates to the State Government to consider changing the Ministerial Guidelines for Differential Rating 2013 to allow a differential rate for venues with electronic gaming machines under Section 161 of the *Local Government Act 1989*.

## **1. Policy Context**

The Municipal Association of Victoria (MAV) is the legislated peak body for local government in Victoria. Council appoints a representative to the MAV to participate at, amongst other things, the 2 State Council Meetings held annually, and vote in accordance with Council's policy positions.

## **2. Background**

The MAV State Council Meeting provides the opportunity for councils to submit motions on matters of state-wide significance to the Local Government sector. MAV State Council Meetings are convened twice a year, in May and October.

The resolutions of the MAV State Council Meeting enable issues of significance and strategic importance for the local government sector to be acted upon through a peak organisation. Endorsement at the State Council indicates an issue has state-wide support and strengthens the profile of these issues, which facilitates stronger advocacy with other levels of government.

## **3. Issues**

Motions at the MAV State Council are debated, and if endorsed, acted upon by the MAV on behalf of the Victorian local government sector.

### **May state council motions**

At the MAV State Council Meeting on 12 May 2017, the motions submitted by Moreland regarding the following matters were endorsed and have been, or will be actioned by the MAV:

#### ***Prevention of gambling harm***

The motion called on Federal and State Parliaments (as applicable) to:

- Introduce further reform to reduce gambling harm and protect the integrity of sport by phasing out gambling advertising;
- Enhance protection for users of electronic gaming machines, through regulation of machine design to eliminate features that increase the likelihood of addiction;
- Introduce \$1 maximum bet limits to limit losses per person to \$120 per hour in line with the Productivity Commission's 2010 recommendation; and
- Review electronic gaming machines license approval processes to enhance local governments' capacity to represent community interests.

#### ***Inclusion of family violence clause in the National Employment Standards***

The motion called on the Federal Government to support the inclusion of a family violence clause in the National Employment Standards.

***Recurrent funding and infrastructure support for universal access (15 hours Kindergarten)*** also submitted by Manningham, Maroondah, and Moonee Valley City Councils.

The motion sought greater advocacy by the MAV to Federal and State Government to secure ongoing funding beyond the life of the current National Partnership Agreement (due to expire in December 2017) and funding to assist councils to upgrade ageing infrastructure from which 15 hours kindergarten is delivered.

**Public/community housing and housing affordability** also submitted by Bayside City Council, Knox City Council, and Mitchell Shire Council.

This motion sought a MAV submission to the housing affordability enquiry and to the review of the *Residential Tenancies Act 1997*. The motion included a call for MAV advocacy for improved public/community housing and housing affordability outcomes by calling for compulsory community/public housing as part of residential developments and ensuring the public housing renewal program (PHRP) provides for the retention of land in public ownership for public housing opportunities, including a 60% target for public/community housing, respect of neighbourhood character and an open and transparent process, within the control of councils, that provides for third party notice and appeal rights.

**Proposed motions for October 2017**

The motions that are proposed to be put to the State Council Meeting on 20 October 2017 are:

Proposed motion	Background/rationale
<p><b>Changes to property valuation process and timing</b></p> <p>That the MAV continues advocates to the state government to reconsider the change to the property valuation cycle from a 2 year cycle to an annual process and the centralisation of valuations from Councils to the Victorian Valuer (VG) General.</p>	<p>The May 2017 State Budget announcement of the intent to change property valuations to annual and centralised under the management of the Victorian Valuer General will have adverse impacts on Councils including:</p> <ol style="list-style-type: none"> <li>1) The cost to conduct valuations will dramatically increase due to reduced turnaround time and resources required to complete the relevant stages within a condensed timeframe. This cost would ultimately be passed on to the ratepayers;</li> <li>2) Councils will lose ownership of the data which in turn reduces income streams, as valuations are currently sold to water authorities, impacting available funding for services to the community;</li> <li>3) Councils will lose control over the valuation process and will have a reduced ability to ensure customer service standards are maintained, due to limited control over staff contracted to the VG directly instead of Council;</li> <li>4) Increased difficulties for rate payers to understand their rate increases (particularly in a rate capped environment) as their property valuation will change every year;</li> <li>5) It is anticipated there will be increased costs to Councils with an increase in number of objections lodged due to the annual change in property value.</li> </ol>

Proposed motion	Background/rationale
<p>Support for marriage equality That the MAV:</p> <p>a) State Council reaffirms its position to publicly support marriage equality irrespective of sex or gender identity;</p> <p>b) Advocates strongly to all Victorian MPs and the Federal Government to vote to support change the Marriage Act (Cth) to allow same-sex couples to marry, regardless of the outcome of the survey conducted by the Australian Bureau of Statistics;</p> <p>c) Writes to all members of the Parliament of Victoria, all Victorian members of the Parliament of Australia, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission advising them of the above position.</p>	<p>In May 2017 the MAV State Council resolved to publicly support marriage equality.</p> <p>Subsequently, the Federal Government directed the Australian Bureau of Statistics to request statistical information from all Australians on the Commonwealth Electoral Roll, as to their views on whether or not the law should be changed to allow same sex couples to marry. The survey closes on 27 October 2017.</p> <p>Some members of the Federal Parliament have indicated they will not vote in accordance with the survey if it produces a yes vote.</p> <p>Marriage equality is a fundamental human right and is supported by significant numbers of community members.</p>
<p>That the MAV Advocates to the State Government that it:</p> <p>a) Progresses the actions arising from the review of the EPA, and particularly those which address the recognised deficiencies in the Environmental Audit system as a priority.</p> <p>b) Further undertakes a review of all Government land with known or potential legacy contamination, which would include land such as 88 McBryde Street, Fawkner and adequately plan for and resource the future remediation of such sites.</p>	<p>The Department of Environment, Land, Water and Planning is leading a comprehensive process to reform and better integrate planning and environmental regulations, policy and management of legacy contamination risks. These reforms will include changed to the <i>Environment Protection Act</i> and environmental and planning statutory instruments to position the EPA and planning decision-makers to identify and consistently screen potentially contaminated sites according to risk, including through:</p> <ul style="list-style-type: none"> <li>• expanded notification requirements;</li> <li>• providing for proportionate clean up; and</li> <li>• strengthening, monitoring and enforcement of audit conditions with increased transparency and clarified responsibilities.</li> </ul> <p>These reforms will be supported by enhanced information for landowners and the broader community.</p>



Proposed motion	Background/rationale
<p><b>Strengthened advocacy for increased social housing from Public Housing Renewal Projects</b></p> <p>That the MAV strengthens its advocacy to the State Government to:</p> <ul style="list-style-type: none"> <li>a) Increase the supply of social housing above the targets in the existing Public Housing Renewal Projects;</li> <li>b) Re-consider the development model which currently involves the divestment of Government housing land to private developers for mixed social/private housing; and</li> <li>c) Improve the collaborative engagement with local councils and communities in the current and future development locations.</li> </ul>	<p>The Victorian Government has committed to renewing 9 public housing estates as part of a \$185 million A key part of the Victorian Government's Public Housing Renewal Program (PHRP) is the transformation of ageing public housing estates with housing that meets modern standards. The program has commenced with consultation on a number of the proposals concluding in August and September.</p> <p>The May 2017 State Council Meeting resolved in relation to the PHRP to amongst other things:</p> <p style="padding-left: 40px;"><i>advocate to the State Government for at least 60% public/community dwellings, are provided in any PHRP project (instead of the current 10% PHRP target</i></p> <p>The projects currently underway by the State Government will likely result in the public housing stock being replaced with social housing. It is concerning that each redevelopment project introduces an intense scale of private dwellings at each site that could otherwise have been used as public housing stock.</p> <p>With estimated waiting lists for public and community housing in Victoria suggesting an unmet need for 55,000 dwellings, increased social housing outcomes from the PHRP projects must be made a priority.</p>
<p><b>Differential rates for premises operating electronic gaming machines</b></p> <p>That the MAV advocates to the State Government to consider changing the Ministerial Guidelines for Differential Rating 2013 to allow a differential rate for venues with electronic gaming machines under Section 161 of the <i>Local Government Act 1989</i>.</p>	<p>Section 31(A) of the <i>Local Government Act 1989</i> provides that the primary objective of a municipal Council is to:</p> <p style="padding-left: 40px;"><i>endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions.</i></p> <p>Generating resources to counter the potential harm of gaming machine addiction will benefit the community, particularly in the longer term.</p> <p>Without the ability to raise additional revenue through the EGM differential rate, there are limited resources to develop and implement targeted strategies to reduce the impact of problem gaming and provide alternative programs to at risk groups in the community. Differential rates for EGM provide a very valuable source of funds for councils.</p>

Proposed motion	Background/rationale
	Prior to the Ministerial Guideline 2013, several councils introduced a differential rate for premises with EGMs as it was recognised as an opportunity to assist at risk groups. The prohibition on differential rates for EGMs premises in the Guidelines has impacted the capacity to support those in the community most at risk, or impacted by gambling addiction.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

Councillors were provided an opportunity to submit proposed motions and rationale, and advice was sought from officers across Council regarding current issues to be raised at the State Council meeting.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

There are no financial implications.

#### **7. Implementation**

The motions endorsed by Council will be submitted to the MAV by 20 September 2017 for consideration at the 20 October 2017 State Council Meeting.

### **Attachment/s**

There are no attachments for this report.

# DCS50/17 UPDATE TO A DELEGATION FROM COUNCIL TO POSITIONS IN THE ORGANISATION (D17/306610)

## Director Corporate Services

### Property and Governance

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#### Executive Summary

Section 98(1) of the *Local Government Act 1989* (the Act) provides that Council may, by instrument of delegation, delegate to a member of its staff any power, duty or function of a Council under the Act or any other Act, other than certain specified powers. Other Acts also empower a Council to delegate certain powers, duties or functions. For example, section 188 of the *Planning and Environment Act 1987* and section 58A of the *Food Act 1984*, empower Councils to delegate their powers under those Acts to members of Council staff.

The purpose of this report is to recommend that Council approves an updated *Instrument of Delegation* from the Council to various positions in the organisation.

Delegations are essential to enable Council staff to effectively carry out operational duties particularly in areas that involve enforcement, such as town planning, local laws, environmental health, building enforcement, asset protection, animal management and parking control. Delegations are to a role or position title, rather than to a person. When there are changes to organisation titles, roles or responsibilities, delegations need to be reviewed, and often, updated. Twice a year, and when there is substantial change to any relevant legislation, Maddocks Lawyers release updated templates for delegations. Council's *Instruments of Delegation* are usually reviewed and updated in accordance with these releases.

The existing delegation from Council to various positions in the organisation was approved on 9 August 2017. Since then, there has been amendment to the *Food Act 1984* (section 19(3) has been inserted) and the Growth Areas Authority has been absorbed into the new Victorian Planning Authority, resulting in a changed reference in section 224(8) of the *Planning and Environment Act 1987*.

#### Recommendation

That Council, in the exercise of the powers conferred by section 98(1) of the *Local Government Act 1989* (the Act) and the other legislation referred to in the S.6 Instrument of Delegation at Attachment 1 to this report, resolves:

1. To delegate to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the S.6 Instrument of Delegation from Council to Staff, at Attachment 1 to this report, the powers, duties and functions set out in that Instrument, subject to the conditions and limitations specified in that Instrument.
2. That the Instrument comes into force immediately the common seal of Council is affixed to the Instrument.
3. That on the coming into force of the Instrument all previous delegations from Council to members of Council staff, other than the Chief Executive Officer, are revoked.
4. That the duties and functions set out in the Instrument must be performed, and the powers set out in the Instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

## **1. Policy Context**

Section 98 of the *Local Government Act 1989* (the Act) provides that a council may, by *Instrument of Delegation*, delegate to a member of staff, any power, duty or function of the Council under the Act or any other Act, other than some powers (such as adoption of the budget), that are reserved for Council decision. The delegations are made to the position rather than to the staff member occupying the position.

## **2. Background**

Delegations are essential to enable Council staff to carry out operational duties particularly in areas which involve enforcement, such as town planning, local laws, environmental health, animal management and parking control. The current delegation from Council to various positions in the organisation was approved on 9 August 2017.

Delegations are different in nature from authorisations. The decision of a delegate of Council is deemed to be a decision of Council. The decision by a person appointed by Council to a statutory position – for example an authorised officer – is not. An authorised officer's powers and responsibilities are quite distinct from Councils.

This update reflects:

- a minor amendment to the *Food Act 1984* (insertion of section 19(3)); and
- the fact that the Victorian Planning Authority has taken over the role of the former Growth Areas Authority, resulting in an update to 224(8) of the *Planning and Environment Act 1987*.

It is therefore appropriate to adopt a revised *Instrument of Delegation* to particular organisational roles where the delegation must be direct from Council to the position, rather than as a sub-delegation from the Chief Executive Officer.

The proposed *Instrument of Delegation* (**Attachment 1**) is based on a document prepared by Council's solicitors and is similar to that used by many Victorian municipalities.

## **3. Issues**

Amendments have been made to the *Instrument of Delegation* to reflect the latest advice received from Council's solicitor, Maddocks. Delegating these revised powers ensures a smooth and consistent decision making procedure in the day-to-day administration of Moreland City Council.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

Relevant staff were consulted in the preparation of the proposed delegation.

## **5. Officer Declaration of Conflict of Interest**

Council Officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

There are no financial or resource implications.

## **7. Implementation**

Staff will be advised of the updated delegation and a copy placed on the Council's website.

### **Attachment/s**

- 1 [↓](#) s.6 Instrument of Delegation - Council to Members of Council Staff - August Update D17/310238



Moreland City Council

**Moreland City Council**

**Instrument of Delegation**

**to**

**Members of Council Staff**

## **Instrument of Delegation**

In exercise of the power conferred by section 98(1) of the *Local Government Act 1989* and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:

AMC	means	Asset Management Co-ordinator
BS	means	Building Surveyor
CCIAS	means	Co-ordinator Continuous Improvement & Administrative Support
CR	means	Co-ordinator Roads
DCPO	means	Development Contributions Planning Officer
DCI	means	Director City Infrastructure
DCS	means	Director Corporate Services
DPED	means	Director Planning & Economic Development
EHO	means	Environmental Health Officer
ESC	means	Engineering Services Coordinator
GMCD	means	Group Manager City Development
MCWP&D	means	Manager Capital Works, Planning and Delivery
MCS&D	means	Manager City Strategy and Design
MOS&SC	means	Manager Open Space and Street Cleansing
MRF&W	means	Manager Roads, Fleet and Waste
PC	means	Planning Co-ordinator
PEO	means	Planning Enforcement Officer
PPEO	means	Principal Planning Enforcement Officer
PRC	means	Property Co-ordinator
PUP	means	Principal Urban Planner
SBS	means	Senior Building Surveyor
SDAE	means	Senior Development Advice Engineer
SO	means	Subdivision Officer
SP	means	Strategic Planner



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SSO	means	Senior Subdivisions Officer
SSP	means	Senior Strategic Planner
STO	means	Sustainable Transport Officer
SUP	means	Senior Urban Planner
TC	means	Transport Co-ordinator
TLBS	means	Team Leader Building Services
TLEH	means	Team Leader Environmental Health
UMA	means	Unit Manager Amendments
UMAC	means	Unit Manager Urban Safety
UMBS	means	Unit Manager Building Services
UMEH	means	Unit Manager Environmental Health
UMR	means	Unit Manager Roads
UMS	means	Unit Manager Strategy
UP	means	Urban Planner
UPFT	means	Urban Planner Fast Track
WO	means	Works Officer

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 13 September 2017.

3.2 the delegation:

3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

3.2.2 revokes the delegation issued by Council on 9 September 2015;

3.2.3 remains in force until varied or revoked;

3.2.4 is subject to any conditions and limitations set out in sub-paragraph 3.3, and in the Schedule; and

3.2.5 must be exercised in accordance with any guidelines or policies which Council from time to time adopts.

3.3 the delegate must not determine the issue, take the action or do the act or thing:

3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a resolution of Council; or

- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - (a) policy; or
  - (b) strategy
  - (c) adopted by Council; or
- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

Dated:

The Common Seal of the                    }  
Moreland City Council was                }  
hereunto affixed in the                   }  
the presence of:                            }

..... **Mayor**

..... **Chief Executive Officer**

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**SCHEDULE**

1

<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s.41A(1)	power to declare a dog to be a menacing dog	DCI and MST&C	Council may delegate this power to an authorised officer.

<b>ENVIRONMENT PROTECTION ACT 1970</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.53M(3)	power to require further information	UMEH, TLEH & EHO	Section 53 of the Act relates to septic tank installations.
s.53M(4)	duty to advise the applicant that the application is not to be dealt with	UMEH, TLEH & EHO	
s.53M(5)	duty to approve plans, issue permits or refuse permits	UMEH, TLEH & EHO	Refusal must be ratified by council or it is of no effect.
s.53M(6)	power to refuse to issue a septic tank permit	UMEH, TLEH & EHO	
s.53M(7)	duty to refuse to issue a permit in the circumstances in (a)-(c)	UMEH, TLEH & EHO	Refusal must be ratified by council or it is of no effect. <i>Note – Section 53M (a) to (c) refers to specific aspects of applications for a septic tank permit.</i>

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition°	UMEH, TLEH & EHO	If section 19(1) applies.
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable°	UMEH, TLEH & EHO	If section 19(1) applies.
<u>s.19(3)</u>	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process.	UMEH, TLEH & EHO	If section 19(1) applies Only in relation to temporary food premises or mobile food premises.
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise°	UMEH, TLEH & EHO	If section 19(1) applies.
s.19(6)(a)	duty to revoke any order under section 19 if satisfied that an order has been complied with	UMEH, TLEH & EHO	If section 19(1) applies.
s.19(6)(b)	duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	UMEH, TLEH & EHO	If section 19(1) applies.



FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	UMEH, TLEH & EHO	Where council is the registration authority. Note – sub-sections (a) to (c) refer to issuing an order in relation to various matters including food, premises, equipment, vehicles and plant etc.
s.19AA(4)(c)	power to direct, in an order made under section 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Not delegated.	Note: the power to direct the matters under section 19AA (4)(a) and (b) are not capable of delegation and so such directions must be made by a Council resolution.  Note – sub-sections (a) to (c) refer to issuing an order in relation to various matters including food, premises, equipment, vehicles and plant etc.
s.19AA(7)	duty to revoke an order issued under section 19AA and give written notice of the revocation, if satisfied that that the order has been complied with	UMEH, TLEH & EHO	Where council is the registration authority
s.19CB(4)(b)	power to request a copy of records	UMEH, TLEH & EHO	Where council is the registration authority.  Refers to records of the proprietor of the food premises.
s.19E(1)(d)	power to request a copy of the food safety program	UMEH, TLEH & EHO	Where Council is the registration authority
s.19GB	power to request a proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	UMEH, TLEH & EHO	

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	Not applicable	Where council is the registration authority. Council does not currently conduct food safety audits.
s.19NA(1)	power to request food safety audit reports	UMEH, TLEH & EHO	
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	Not applicable	Where council is the registration authority. Council does not currently conduct food safety audits.
s.19UA	power to charge fees for conducting a food safety assessment or inspection	Not delegated	Fees are determined by Council in the annual budget process.
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	UMEH, TLEH & EHO	Power of the registration authority.
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	UMEH, TLEH & EHO	
s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	UMEH, TLEH & EHO	
---	Power to register, renew or transfer registration	UMEH, TLEH & EHO	Refusal to grant / renew / transfer registration must be ratified by Council.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38AA(5)	power to: a) request further information; or b) advise the proprietor that the premises must be registered if the premises are not exempt	UMEH, TLEH & EHO	
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	Not delegated	Fees are determined by Council in the annual budget process.
s.38A(4)	power to request a copy of a completed food safety program template	UMEH, TLEH & EHO	Where council is the registration authority.
s.38B(1)(a)	duty to assess the application and determine to which class of food premises under section 19C the food premises belongs	UMEH, TLEH & EHO	Refers to registration or transfer of registration of food premises.
s.38B(1)(b)	duty to ensure the proprietor has complied with the requirements of section 38A	UMEH, TLEH & EHO	
s.38B(2)	duty to be satisfied of the matters in section 38B(2)(a)-(b)	UMEH, TLEH & EHO	
s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	UMEH, TLEH & EHO	

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	UMEH, TLEH & EHO	
s.38D(3)	power to request copies of any audit reports	UMEH, TLEH & EHO	
s.38E(2)	power to register the food premises on a conditional basis	UMEH, TLEH & EHO	
s.38E(4)	duty to register the food premises when conditions are satisfied	UMEH, TLEH & EHO	
s.38F(3)(b)	power to require the proprietor to comply with requirements of this Act	UMEH, TLEH & EHO	
s.39A	power to register food premises despite minor defects	UMEH, TLEH & EHO	
s.40(1)	duty to issue a certificate of registration in the prescribed form	UMEH, TLEH & EHO	
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	UMEH, TLEH & EHO	
s.40C(2)	power to grant or renew the registration of food premises for a period less than one year	UMEH, TLEH & EHO	

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.40D(1)	power to suspend or revoke the registration of food premises	UMEH & TLEH	
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing the registration of a component of a food business	UMEH, TLEH & EHO	Where council is the registration authority.
s.43F(7)	power to register the components of the food business that meet the requirements in Division 3 and power to refuse to register the components that do not meet the requirements	UMEH, TLEH & EHO	Where council is the registration authority.
s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	GMCD	The approval requirements to institute proceedings in the various courts and tribunals are set out in Delegation Guidelines (D17/037824) approved by the Management Executive Group on 31 January 2017.

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HERITAGE ACT 1995			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.84(2)	power to sub-delegate the Executive Director's functions	DPED	Note: the delegate must first obtain the Executive Director's written consent. "Executive Director" means the Executive Director of Heritage Victoria.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victoria Planning Provisions	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SUP	If authorised by the Minister. Refer also to Instrument of Delegation to the Urban Planning Committee. <i>Note – section 4B refers to the Minister authorising a body to change state planning provisions.</i>
s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	DPED, GMCD, MCS&D, UMA, SSP, UMS, PUP, SUP & UP	
s.4H	duty to make an amendment etc to the Victoria Planning Provisions available	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SUP	
s.4I	duty to keep the Victoria Planning Provisions and other documents available	DPED, GMCD, MCS&D, UMA, UP, SSP, UMS, PUP & SUP	
s.8A(2)	power to prepare an amendment to the planning scheme where the Minister has given consent under section 8A	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SUP	
s.8A(3)	power to apply to the Minister to prepare an amendment to the planning scheme	DPED & UMS	Council must apply to Minister for authorisation to prepare amendment
s.8A(5)	function of receiving notice of the Minister's decision	DPED, GMCD & MCS&D	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.8A(7)	power to prepare the amendment specified in the application without the Minister's authorisation if no response is received after 10 business days	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SUP	
s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DPED & UMS	
s.12(3)	power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of the planning scheme with these persons	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS & SSP	
s.12A(1)	duty to prepare a municipal strategic statement (including the power to prepare a municipal strategic statement under section 19 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> )	DPED, MCS&D, UMA, SSP & UMS	
s.12B(1)	duty to review the planning scheme.	DPED, MCS&D, UMA, SSP & UMS	
s.12B(2)	duty to review the planning scheme at the direction of the Minister	DPED, MCS&D, UMA, SSP & UMS	
s.12B(5)	duty to report findings of a review of the planning scheme to the Minister without delay	DPED	



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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.14	duties of a Responsible Authority as set out in subsections (a) to (d).	DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SO, PEO, PPEO, SSP, UMS, PUP & SSO	
s.17(1)	duty of giving a copy of an amendment to the planning scheme to the Minister	DPED & UMS	Note – refers to supplying a copy of the amendment to the Minister or any person specified by the Minister.
s.17(2)	duty of giving a copy of a section 173 agreement	DCS, DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SO, SSP, UMS, PUP, SSO & CCIAS	
s.17(3)	duty of giving a copy of an amendment, explanatory report and relevant documents to the Minister within 10 business days	DPED	
s.18	duty to make an amendment etc. available	DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SSP, UMS, PUP & SSO	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19	power to give notice, to decide not to give notice, to publish notice of an amendment to a planning scheme and to exercise any other power under section 19 to a planning scheme	DPED, GMCD, MCS&D, UMA, PC, SUP, SSP, UMS, PUP & SSO	Refer also to the Instrument of Delegation to the Urban Planning Committee
s.19	function of receiving notice of preparation of an amendment to a planning scheme	DPED, GMCD, MCS&D, UMA & UMS	Where: <ul style="list-style-type: none"> <li>• Council is not the planning authority and the amendment affects land within Council's municipal district; or</li> <li>• the amendment will amend the planning scheme to designate Council as an acquiring authority.</li> </ul>
s.20(1)	power to apply to the Minister for an exemption from the requirements of section 19	DPED & UMS	
s.21(2)	duty to make submissions available	DPED, GMCD, MCS&D, UMS, UMA, PC, SUP, UP, UPFT, PUP & SSO	
s.21A(4)	duty to publish a notice in accordance with the section	DPED & MCS&D	<i>The section refers to joint submissions in relation to a proposed amendment.</i>
s.22	duty to consider all submissions	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	DPED, GMCD, MCS&D, UMS, UMA, PC, SUP, UP, UPFT, PUP & SSO	
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	Refer also to the Instrument of Delegation to the Urban Planning Committee.
s.24	function to represent Council and present a submission at a panel hearing (including a hearing referred to in section 96D)	DPED, GMCD, MCS&D, UMA, PC, SUP, SSP, SP, UMS, PUP & SSO	
s.26(1)	power to make reports available for inspection	DPED, GMCD, MCS&D, UMS and UMA	
s.26(2)	duty to keep the report of a panel available for inspection	DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SSP, UMS, PUP, SSO & CCIAS	
s.27(2)	power to apply to the Minister apply for exemption if the panel's report is not received	DPED	
s.28	duty to notify the Minister if abandoning an amendment	DPED	Note: the power to make a decision to abandon an amendment cannot be delegated.

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.30(4)(a)	duty to say if an amendment has lapsed	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	
s.30(4)(b)	duty to provide information in writing upon request	DPED, GMCD, MCS&D, UP, UMA, PC, SSP, UMS, PUP, SSO & CCIAS	
s.32(2)	duty to give more notice if required	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS & PUP	
s.33(1)	duty to give more notice of changes to an amendment	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP, SSO & CCIAS	
s.36(2)	duty to give notice of approval of an amendment	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	
s.38(5)	duty to give notice of revocation of an amendment	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.39	function of being a party to a proceeding commenced under section 39 and duty to comply with a determination by VCAT	DPED, GMCD, MCS&D, UMA, PC, SSP, UMS, PUP & SSO	
s.40(1)	function of lodging a copy of an approved amendment	DPED, GMCD, MCS&D, UMA, PC, SSP, SP, UMS, PUP & SSO	
s.41	duty to make an approved amendment available	DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SO, SSP, SP, UMS, PUP & SSO	
s.42	duty to make a copy of the planning scheme available	DPED, GMCD, MCS&D, UMA, PC, SUP, UP, UPFT, SO, PEO, PPEO, SSP, SP, UMS, PUP & SSO	
s.46AS(ac)	power to request the Victorian Planning Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	DPED, GMCD & MCS&D	

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46GF	duty to comply with directions issued by the Minister	DPED, GMCD, MCS&F, SSP and SP.	Notes: <ul style="list-style-type: none"> <li>• Moreland's planning scheme includes a development contributions plan and an open space contributions plan.</li> <li>• Refers to regional planning schemes.</li> </ul>
s.46GG	duty to include a condition in a permit relating to matters set out in section 46GG(c) and (d)	DPED	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	DPED	Where council is a collection agency
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	DPED	
s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	DPED	
s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under part 2 of the <i>Planning and Environment Act 1987</i>	DPED & CFO	Must be done in accordance with the <i>Local Government Act 1989</i> .

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46G(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	DPED & CFO	
s.46G(3)	duty to apply the levy amount only in accordance with section 46G(3) (a) and (b)	DPED	
s46G(4)	power to refund any amount of an infrastructure levy paid to it as a development agency under Part 2 of the <i>Planning and Environment Act 1987</i> if satisfied that the development is not to proceed	DPED	
s.46G(5)	duty to take action described in section 46G(5)(c) – (e) where section 46G(5)(a) and (b) applies.	DPED	
s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	DPED	Where council is a collection agency.
s.46GM	duty to prepare report and give a report to the Minister	DPED	Where council is a collection agency or development agency.
s.46N(1)	duty to include a condition in a permit regarding payment of a development infrastructure levy	DPED, GMCD, PC, SO, SUP, UP, UPFT, MCS&D, UMA, PUP & SSO	

PLANNING AND ENVIRONMENT ACT 1987			
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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46N(2)(c)	function of determining the time and manner for receipt of a development contributions levy	DPED, GMCD, PC, SUP, UP, JPFT, SO, MCS&D, UMA, SSP, UMS, PUP & SSO	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of a development infrastructure levy	DPED, GMCD, PC, MCS&D & UMA	
s.46O(1)(a) & (2)(a)	power to ensure that the community infrastructure levy is paid, or agreement is in place, prior to issuing a building permit	UMBS, TLBS & SBS	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of a community infrastructure levy	DPED, GMCD, PC, MCS&D, UMA, DCS, CFO, DCI, MCWP&D, AMC & DCPO	
s.46P(1)	power to require payment of the amount of levy under section 46N or section 46O to be satisfactorily secured	DPED, GMCD, PC, MCS&D, UMA, DCS, CFO, DCI, MCWP&D, AMC & DCPO	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of the levy payable	DPED, GMCD, PRC, MCS&D, UMADCI, DCS, CFO, DCI, MCWP&D, AMC & DCPO	
s.46Q(1)	duty to keep proper accounts of levies paid	PRC, UMA, DCI, CFO, DCS, CFO & DCPO	
s.46Q(1A)	duty to forward to the development agency part of a levy imposed for carrying out works, services, or facilities on behalf of the development agency or plan preparation costs incurred by a development agency	DPED, GMCD, PRC, MCS&D, UMA, DCI, DCS, CFO & DCPO	
s.46Q(2)	duty to apply the levy only for a purpose relating to the provision plan preparation costs or of the works, services and facilities in respect of which the levy was paid etc.	PRC, UMA, DCI, DCS, CFO & DCPO	
s.46Q(3)	power to refund any amount of the levy paid if it is satisfied the development is not to proceed	DPED, GMCD, PRC, MCS&D, UMA, DCS & CFO	Only applies when levy is paid to Council as a 'development agency'

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46Q(4)(c)	duty to pay an amount to the current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the council or for the provision by the council of works, services or facilities in an area under section 46Q(4)(a)	PRC, UMA, DCI, DCS & CFO	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	DPED	Must be done in accordance with Part 3.
s.46Q(4)(e)	duty to expend that amount on other works etc.	DPED, GMCD, PRC, MCS&D, UMA, DCS & CFO	With the consent of, and in the manner approved by, the Minister.
s.46QC	power to recover any amount of levy payable under Part 3B	DPED, GMCD, PRC, MCS&D, UMA, DCS & CFO	
s.46QD	duty to prepare report and give a report to the Minister	DPED	Where council is a collecting agency or development agency.
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SUP, PUP, UP & UPFT	
s.46Y	duty to carry out works in conformity with the approved strategy plan	DPED, MCS&D & UMA	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.47	power to decide that an application for a planning permit does not comply with the Act	DPED, MCS&D, GMCD, UMA, UMS, PC, PUP, UP, UPFT, SUP, SO, SSO & SSP	Refer also to the Instrument of Delegation to the Urban Planning Committee.
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	DPED, GMCD, PC, SUP, UP, UPFT, SO, PUP, SSO & UMA	
s.49(2)	duty to make the register available for inspection	DPED, GMCD, PC, SUP, UP, UPFT, SO, SSO & PUP	
s.50(4)	duty to amend an application	DPED, MCS&D, GMCD, PC, SUP, UP, UPFT, SO, SSO, UMA, SSP, UMS, SSO & PUP	
s.50(5)	power to refuse to amend an application	DPED, GMCD, PC, SUP, UP, UPFT, SO, SSP, UMA, SSP, UMS, SSO & PUP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.50(6)	duty to make note of an amendment to an application in the register	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, SSO & PUP	
s.50A(1)	power to make an amendment to an application	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, SSO & PUP	
s.50A(3)	power to require the applicant to notify the owner and make a declaration that notice has been given	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, SSO & PUP	
s.50A(4)	duty to note an amendment to an application in the register	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, SSO, CCIAS & PUP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.51	duty to make a copy of an application available for inspection	DPED, GMCD, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, MCS&D, SSO, CCIAS & PUP	
s.52(1)(a)	duty to give notice of the application to the owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	
s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.52(1)(ca)	duty to give notice of the application to the owners and occupiers of land benefited by a registered restrictive covenant if it may result in a breach of the covenant	DPED, GMCD, PC, SUP, , UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	
s.52(1)(cb)	duty to give notice of the application to the owners and occupiers of land benefited by a registered restrictive covenant if the application is to remove or vary the covenant	DPED, GMCD, PC, SUP, , UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally affected	DPED, GMCD, PC, SUP, , UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	DPED, GMCD, PC, SUP, , UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.52(3)	power to give any further notice of an application where appropriate	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.54(1)	power to require the applicant to provide more information	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.54(1A)	duty to give notice in writing of the information required under section 54(1)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.54(1B)	duty to specify the lapse date for an application	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.54A(3)	power to decide to extend the time or refuse to extend the time to give required information	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.54A(4)	duty to give written notice of a decision to extend or refuse to extend time under section 54A(3)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.55(1)	duty to give a copy of an application, together with the prescribed information, to every referral authority specified in the planning scheme	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.57(2A)	power to reject objections considered made primarily for the commercial advantage of the objector	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.57(3)	function of receiving the name and address of persons to whom notice of a decision is to be given	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.57(5)	duty to make available for inspection copies of all objections	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.57A(4)	duty to amend an application in accordance with the applicant's request, subject to section 57A(5)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.57A(5)	power to refuse to amend an application	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.57A(6)	duty to note amendments to an application in the register	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCAS & PUP	
s.57B(1)	duty to determine whether and to whom notice should be given	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS SSO & PUP	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.57B(2)	duty to consider certain matters in determining whether notice should be given	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.57C(1)	duty to give a copy of an amended application to the referral authority	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	
s.58	duty to consider every application for a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.58A	power to request advice from the Planning Application Committee	DPED, MCS&D, GMCD, PC, UMA & UMS	<i>Planning Application Committee means a Planning Application Committee established by the Minister pursuant to section 97MA.</i>
s.60	duty to consider certain matters	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.60(1A)	power to consider certain matters before deciding on an application	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.60(1B)	duty to consider the number of objectors in considering whether the use or development may have significant social effect	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.61(1)	power to determine a permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, & PUP	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i> .
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to the granting of a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without the Minister's consent	Not applicable to Moreland	
s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	Not applicable to Moreland	
s.61(4)	duty to refuse to grant the permit if granting it would authorise a breach of a registered restrictive covenant	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.62(2)	power to include other conditions	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.62(4)	duty to ensure conditions are consistent with subsections (a), (b) and (c)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land or paid for in accordance with a section 173 agreement	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with section 62(5) or section 46N	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in section 62(1)(a)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.63	duty to issue the permit where a decision is made in favour of the application (if no one has objected)	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.64(1)	duty to give notice of a decision to grant a permit to the applicant and objectors	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	This provision applies also to a decision to grant an amendment to a permit – see section 75.
s.64(3)	duty not to issue a permit until after the specified period	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.64(5)	duty to give each objector a copy of an exempt decision	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, UMA, SSP, SP, UMS, SSO & PUP	
s.64A	duty not to issue A permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	This provision applies also to a decision to grant an amendment to a permit.
s.65(1)	duty to give notice of refusal to grant a permit to the applicant and any person who objected under section 57	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.66(1)	duty to give notice under section 64 or section 65 and a copy of the permit to relevant determining referral authorities	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	



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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority.
s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit.
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 65	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO, CCIAS & PUP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit.
s.69(1)	function of receiving an application for an extension of time of a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	

S.6 Instrument of Delegation  
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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.69(1A)	function of receiving an application for extension of time to complete development	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	
s.69(2)	power to extend time	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.70	duty to make a copy of a permit available for inspection	DPED, GMCD, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	
s.71(1)	power to correct certain mistakes	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.71(2)	duty to note corrections in the register	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO, CCIAS & PUP	
s.73	power to decide to grant an amendment subject to conditions	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	Refer also to the Instrument of Delegation to the Urban Planning Committee.
s.74	duty to issue an amended permit to the applicant if there are no objectors	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.76	duty to give the applicant and objectors notice of a decision to refuse to grant an amendment to a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.76A(1)	duty to give THE relevant determining referral authorities a copy of an amended permit and copy of notice	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority.
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit.
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under section 64 or 76	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.76D	duty to comply with a direction of the Minister to issue an amended permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, SSO, PUP, MCS&D, UMA, SSP, SP & UMS	
s.83	function of being the respondent to an appeal	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.83B	duty to give or publish notice of an application for review	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.84(1)	power to decide on an application at any time after an appeal is lodged against the failure to grant a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	
s.84(3)	duty to tell the principal registrar if it is decided to grant a permit after an application is made for review of its failure to grant a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, SSO & PUP	Note – "Principal Registrar" means the Principal Registrar of VCAT.
s.84(6)	duty to issue a permit on receipt of advice within three working days	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SPL, UMS, SSO & PUP	
s.86	duty to issue a permit at the order of the Tribunal within three working days	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	DPED, GMCD & UMS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.90(1)	function of being heard at a hearing of a request for cancellation or amendment of a permit	DPED, GMCD, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, SSP, SP, UMS, UMAC, SSO & PUP	
s.91(2)	duty to comply with the directions of VCAT	DPED, GMCD, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, SSP, SP, UMS, UMAC, SSO & PUP	
s.91(2A)	Duty to issue an amended permit to the owner if VCAT so directs	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, SP, UMS, SSO & PUP	
s.92	duty to give notice of the cancellation/amendment of a permit by VCAT to persons entitled to be heard under section 90	DPED, GMCD, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, SSP, SP, UMS, UMAC, SSO & PUP	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.93(2)	duty to give notice of a VCAT order to stop development	DPED, GMCD, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, SSP, SP, UMS, UMAC, SSO & PUP	
s.95(3)	function of referring certain applications to the Minister	DPED& UMS	
s.95(4)	duty to comply with an order or direction	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, UMAC, SSO, PUP, PEO & PPEO	"Order" means an order of the Governor in Council.
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	DCI, DSD, UMS & UMA	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DCI, DSD, DCS & UMS	
s.96A(2)	power to agree to consider an application for a permit concurrently with preparation of a proposed amendment	DPED, GMCD, MCS&D, PC, SUP, UP, UPFT, SO, UMA, SSP, UMS, SSO & PUP	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, SSO & PUP	
s.96F	duty to consider the panel's report under section 96E	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, SSO & PUP	
s.96G (1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including the power to give notice under section 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> )	DPED, GMCD, MCS&D, UMA, SSP, UMS, SSP, PC, PUP & SSO	
s.96H	power to give notice in compliance with the Minister's direction	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, PUP & SSO	
s.96J	power to issue a permit as directed by the Minister	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.96K	duty to comply with a direction of the Minister to give notice of refusal	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
s.96Z	duty to keep levy certificates given to it under sections 47 or 96A for not less than five years from receipt of the certificate	DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
s.97C	power to request the Minister to decide the application	DPED & UMS	
s.97D(1)	duty to comply with directions of the Minister to supply any document or assistance relating to application	DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SO, UP, UPFT, SUP, PUP, SSO & CCIAS	
s.97G(3)	function of receiving from the Minister a copy of a notice of refusal to grant a permit or a copy of any permit granted by the Minister	DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.97L	duty to include Ministerial decisions in a register kept under section 49	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP, CCIAS & SSO	
s.97MH	duty to provide information or assistance to the Planning Application Committee	DPED, GMCD, MCS&D, PC, UMA, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	DPED, GMCD, PC, MCS&D, UMA & UMS	
s.97O	duty to consider an application and issue or refuse to issue a certificate of compliance	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, PUP, SSO, UMAC, PEO & PPEO	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, PUP, SSO, UMAC, PEO & PPEO	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.97Q(2)	function of being heard by VCAT at a hearing of a request for amendment or cancellation of a certificate	DPED, GMCD, PC, SUP, UP, UPFT, MCS&D, UMA, SSP, UMS, PUP, SSO, UMAC, PEO & PPEO	
s.97Q(4)	duty to comply with directions of VCAT	DPED, GMCD, PC, PEO, PPEO, SUP, UP, UPFT, MCS&D, UMA, SSP, UMS, PUP, CCIAS, SSO & UMAC	
s.97R	duty to keep a register of all applications for a certificate of compliance and related decisions	DPED, GMCD, PC, SUP, UP, UPFT, PEO, PPEO, MCS&D, UMA, SSP, UMS, PUP, UMAC & CCIAS	
s.98(1)&(2)	function of receiving a claim for compensation in certain circumstances	DPED, GMCD, PC, MCS&D, UMA, UMS, UMAC & CCIAS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	DPED, GMCD, PC, MCS&D, UMA, UMS, CCIAS, & UMAC	
s.101	function of receiving a claim for expenses in conjunction with a claim	DPED, GMCD, PC, MCS&D, UMA, UMS, UMAC & CCIAS	
s.103	power to reject a claim for compensation in certain circumstances	DPED, GMCD, MCS&D & UMAC	Note – refers to small claims, ie: a) \$500 or any greater amount prescribed by the Regulations; or b) 0.1% of the value that the land had not been affected by any circumstance set out in section 98(1) or (2) or section 107.
s.107(1)	function of receiving a claim for compensation	DPED, GMCD, PC, MCS&D, UMA, UMS, UMAC & CCIAS	
s.107(3)	power to agree to extend the time for making a claim	DPED GMCD & MCS&D	
s.114(1)	power to apply to the VCAT for an enforcement order	DPED & GMCD UMAC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.117(1)(a)	function of making a submission to the VCAT where objections are received	DPED, GMCD, PC, SUP, UP, UPFT, SO, MCS&D, UMA, SSP, UMS, UMAC, SSO & PUP	
s.120(1)	power to apply for an interim enforcement order where a section 114 application has been made	DPED AND GMCD & UMAC	
s.123(1)	power to carry out work required by an enforcement order and recover costs	DPED and GMCD & UMAC	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	DPED, GMCD & UMAC	Except Crown Land.
s.129	function of recovering penalties	DPED, GMCD, PC, PEO, PPEO & UMAC	
s.130(5)	power to allow a person served with an infringement notice further time	DPED, GMCD, PC, PEO, PPEO, PUP, SUP, UP & UMAC	
s.149A(1)	power to refer a matter to the VCAT for determination	DPED, GMCD, UMS & UMAC	Note – Part 6 of the Act refers to enforcement and legal proceedings.
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a section 173 agreement	DPED, GMCD & UMS	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection(2B))  power to ask for a contribution under subsection (3)	DPED, MCS&D, GMCD, SSP, PC & SUP	Duty of Council as the relevant planning authority.
s.171(2)(f)	power to abandon an amendment or part of it under subsection (4)	Not delegated	The power remains with Council.
s.171(2)(g)	power to carry out studies and commission reports  power to grant and reserve easements	DPED, GMCD, MCS&D, UMA, SSP, SP, UMS, PC, PUP & SSO  DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SO, SSO & PUP	
s.173	power to enter into an agreement covering the matters set out in section 174	DPED, GMCD, MCS&D, UMA, UMS, PC, UMBS, PRC & UMAC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
---	power to decide whether something is to the satisfaction of Council, where an agreement is made under section 173 of the <i>Planning and Environment Act 1987</i> and requires something to be to the satisfaction of Council or Responsible Authority	DCS, DPED, GMCD, MCS&D, UMA, UMS, PC, UMBS, UMAC, SO, SUP, PUP, UP & UPFT	
---	power to give consent on behalf of Council, where an agreement is made under section 173 of the <i>Planning and Environment Act 1987</i> and requires that something may not be done without the consent of Council or Responsible Authority	DPED, GMCD, MCS&D, UMA, UMS & PC	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DCS, DPED, GMCD, MCS&D, UMA, UMS & PC	
s.178	power to amend a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DCS, DPED, GMCD, MCS&D, UMA, UMS, PRC, PC, SO, SSO SUP, PUP, UP & UPFT	Note – section 178 provides: “An agreement may, with the approval of the Minister, be amended by agreement between the responsible authority and all persons who are bound by any covenant in the agreement”.
s.178A(1)	function of receiving an application to amend or end an agreement	DCS, DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO SUP, PUP, UP & UPFT	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under section 178A(1)	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO SUP, PUP, UP & UPFT	
s.178A(5)	power to propose to amend or end an agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178B(1)	duty to consider certain matters when considering a proposal to amend an agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178B(2)	duty to consider certain matters when considering a proposal to end an agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178C(4)	function of determining how to give notice under section 178C(2)	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178E(1)	duty not to make a decision until after 14 days after notice has been given	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	If no objections are made under section 178D. The delegate must consider the matters in section 178B.
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	If no objections are made under section 178D The delegate must consider the matters in section 178B

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178E(2)(c)	power to refuse to amend or end the agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	After considering objections, submissions and matters in section 178B.
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	DPED, GMCD, MCS&D, UMA, UMS & PC	After considering objections, submissions and matters in section 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178E(3)(d)	power to refuse to amend or end the agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178F(1)	duty to give notice of its decision under section 178E(3)(a) or (b)	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO SUP, PUP, UP & UPFT	
s.178F(2)	duty to give notice of its decision under section 178E(2)(c) or (3)(d)	DPED, GMCD, MCS&D, UMA, UMS, PC CCIAS, SO, SSO SUP, PUP, UP & UPFT	
s.178F(4)	duty not to proceed to amend or end an agreement under section 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DPED, GMVD, MCS&D, UMA, UMS & PC	
s.178G	duty to sign an amended agreement and give a copy to each other party to the agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO SUP, PUP, UP & UPFT	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO SUP, PUP, UP & UPFT	
s.179(2)	duty to make available for inspection a copy of an agreement	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, UMBS, PUP, SSO, PEO, PPEO, CCIAS, UMAC, SO, SSO SUP, PUP, UP & UPFT	
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to THE Registrar-General	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SO, SUP, UP, UPFT, UMBS, PUP, SSO & CCIAS	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SO, SUP, UP, UPFT, UMBS, PUP & SSO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SO, SUP, UP, UPFT, UMBS, PUP & SSO	
s.182	power to enforce an agreement	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, PEO, PPEO, UMBS, UMAC, SUP, UP, UPFT, SSO, SO & PUP	
s.183	duty to tell Registrar of Titles of ending/amendment of an agreement	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SO, SUP, UPFT, UMBS, PUP, SSO & CCIAS	
s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO, SUP, PUP, UP & UPFT	
s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO, SUP, PUP, UP & UPFT	

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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.184F(3)	duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DPED, GMCD, MCS&D, UMA, UMS, PC, SO, SSO, SUP, PUP, UP & UPFT	
s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO, SUP, PUP, UP & UPFT	
s.184G(2)	duty to comply with a direction of the Tribunal	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO, SUP, PUP, UP & UPFT	
s.184G(3)	duty to give notice as directed by the Tribunal	DPED, GMCD, MCS&D, UMA, UMS, PC, CCIAS, SO, SSO, SUP, PUP, UP & UPFT	
s.198(1)	function to receive an application for a planning certificate	Not applicable	In the metropolitan area, planning certificates are issued by the Department of Environment, Land, Water and Planning.
s.199(1)	duty to give a planning certificate to the applicant	Not applicable	

S.6 Instrument of Delegation  
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<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.201(1)	function of receiving an application for a declaration of underlying zoning	DPED, MCS&D, UMA, SSP & UMS	
s.201(3)	duty to make a declaration	DPED, MCS&D, UMA, SSP & UMS	
Various	power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
Various	power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DCS, DCI, DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
Various	power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DCI, DPED, GMCD, MCS&D, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.201UAB(1)	function of providing the Victorian Planning Authority with information relating to any land within municipal district	DCI, DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SUP, UP, UPFT, SO, PUP & SSO	
s.201UAB(2)	duty to provide the Victorian Planning Authority with information requested under subsection (1) as soon as possible	DCI, DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SU, UP, UPFT, SO, PUP & SSO	
s.224(8)	Duty to provide information requested by the <del>Growth Areas</del> Victorian Planning Authority under section 201UAB(1) not yet provided to the Growth Areas Authority to the Victorian Planning Authority	DCI, DPED, MCS&D, GMCD, UMA, SSP, UMS, PC, SU, UP, UPFT, SO, PUP & SSO	

<b>RAIL SAFETY (LOCAL OPERATIONS) ACT 2006</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s.33	duty to comply with a direction of the Safety Director under this section	DCI	Duty of council as a utility under section 3.  <i>Note - Safety Director means the Director, Transport Safety within the meaning of section 3 of the Transport Integration Act 2010.</i>
s.33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	DCI	Duty of council as a road authority under the Road Management Act 2004.
s.34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under section 33(1)	DCI	Duty of council as a utility under section 3.
s.34C(2)	function of entering into safety interface agreements with a rail infrastructure manager	DCI	
s.34D(1)	function of working in conjunction with a rail infrastructure manager in determining whether risks to safety need to be managed	DCI	
s.34D(2)	function of receiving written notice of an opinion	DCI	
s.34D(4)	function of entering into a safety interface agreement with the infrastructure manager	DCI	
s.34E(1)(a)	duty to identify and assess risks to safety	DCI	

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<b>RAIL SAFETY (LOCAL OPERATIONS) ACT 2006</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s.34E(1)(b)	duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	DCI	
s.34E(3)	duty to seek to enter into a safety interface agreement with a rail infrastructure manager	DCI	
s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	DCI	
s.34F(1)(b)	duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	DCI	
s.34F(2)	duty to seek to enter into a safety interface agreement with a rail infrastructure manager	DCI	
s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-(c)	DCI	
s.34I	function of entering into safety interface agreements	DCI	
s.34J(2)	function of receiving notice from the Safety Director	DCI	

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RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	DCI	
s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	DCI	

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.142D	function of receiving notice regarding an unregistered rooming house	UMBS, UMEH, TLEH, TLBS SBS, EHO & BS	
s.142G(1)	duty to enter required information in the Rooming House Register for each rooming house in the municipal district	UMBS, UMEH, TLEH, TLBS SBS, EHO & BS	
s.142G(2)	power to enter certain information in the Rooming House Register	UMBS, UMEH, TLEH, TLBS SBS, EHO & BS	
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	UMBS, UMEH, TLEH, TLBS SBS, EHO & BS	
s.252	power to give a tenant a notice to vacate rented premises if subsection (1) applies	Not applicable	<i>Note – refers to authorities which are landlords of public housing.</i>
s.262(1)	power to give a tenant a notice to vacate rented premises	Not applicable	Where council is the landlord
s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	Not applicable	
s.518F	power to issue notice to a caravan park regarding emergency management plan if it is determined that the plan does not comply with the requirements	DPED, GMCD, UMBS, UMEH & TLEH	

<b>RESIDENTIAL TENANCIES ACT 1997</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.522 (1)	power to give a compliance notice to a person	UMBS, DPED, GMCD, TLEH, UMEH & EHO	<i>Note - The Act applies to caravan parks and rooming houses. In relation to rooming houses, the Manager Building and Local Law Services and the Coordinator Environmental Health and Animal Control deal with any issues pursuant to the Building Act 1993 and the Public Health and Wellbeing Act 2008 respectively.</i>
s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	Not delegated	
s.525(4)	duty to issue an identity card to authorised officers	Not delegated	
s.526(5)	duty to keep a record of entry by an authorised officer under section 526	TLEH, UMEH UMBS & EHO	
s.526A(3)	function of receiving a report of an inspection	DPED, GMCD, TLEH, UMEH UMBS & EHO	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	Not delegated	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			<i>Note – under this Act, “Secretary” refers to the Secretary of the Department of Environment, Land, Water and Planning.</i>
s.11(1)	power to declare a road by publishing a notice in the Victoria Government Gazette	MP&G	The delegate must obtain consent in the circumstances specified in section 11(2).
s.11(8)	power to name a road or change the name of a road by publishing notice in Victoria Government Gazette	MP&G	Subject to the Council formally adopting the new name of the road.
s.11(9)(b)	duty to advise the Registrar	MP&G	<i>Note – “Registrar” refers to the Registrar of Titles.</i>
s.11(10)	duty to inform the Secretary to the Department of Environment, Land, Water and Planning of the declaration etc.	MP&G	
s.11(10A)	duty to inform the Secretary to the Department of Environment, Land, Water and Planning or nominated person	MP&G	Duty of the co-ordinating road authority.
s.12(2)	power to discontinue a road or part of a road	Not delegated	The power remains with the Council.
s.12(4)	power to publish, and provide a copy of a notice of a proposed discontinuance	MP&G	Power of the co-ordinating road authority.
s.12(5)	duty to consider written submissions received within 28 days of notice	MP&G	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	MP&G	<ul style="list-style-type: none"> <li>Duty of the co-ordinating road authority where it is the discontinuing body.</li> <li>Unless subsection (11) applies.</li> </ul>
s.12(10)	duty to notify of a decision made	MP&G	<ul style="list-style-type: none"> <li>Duty of the co-ordinating road authority where it is the discontinuing body.</li> <li>Does not apply where an exemption is specified by the regulations or given by the Minister.</li> </ul>
s.13(1)	power to fix a boundary of a road by publishing notice in the Victoria Government Gazette	DCI	Power of the co-ordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate.
s.14(4)	function of receiving notice from VicRoads	DCI, TC & PC	
s.14(7)	power to appeal against a decision of VicRoads	DCI	
s.15(1)	power to enter into an arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority or to the utility or provider of public transport	DCI	
s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DCI	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.15(2)	duty to include details of arrangement in the public roads register	MCWP&D & AMC	
s.16(7)	power to enter into an arrangement under section 15	DCI	
s.16(8)	duty to enter details of a determination in public roads register	MCWP&D & AMC	
s.17(2)	duty to register public roads in the public roads register	MCWP&D & AMC	Power of the co-ordinating road authority.
s.17(3)	power to decide that a road is reasonably required for general public use	MCWP&D	Power of the co-ordinating road authority. <i>Note – a public road includes a road declared pursuant to section 204(1) of the Local Government Act 1989.</i>
s.17(3)	duty to register a road reasonably required for general public use in the public roads register	MCWP&D & AMC	Power of the co-ordinating road authority.
s.17(4)	power to decide that a road is no longer reasonably required for general public use	DCI	
s.17(4)	duty to remove a road no longer reasonably required for general public use from the public roads register	MCWP&D & AMC	
s.18(1)	power to designate an ancillary area	DCI and MCWP&D	Power of the co-ordinating road authority, and obtain consent in circumstances specified in section 18(2).

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.18(3)	duty to record designations in the public roads register	MCWP&D & AMC	Power of the co-ordinating road authority.
s.19(1)	duty to keep a register of public roads in respect of which it is the co-ordinating road authority	MCWP&D & AMC	
s.19(4)	duty to specify details of discontinuance in the public roads register	MCWP&D & AMC	
s.19(5)	duty to ensure the public roads register is available for public inspection	MCWP&D & AMC	
s.21	function of replying to a request for information or advice	DCI, MCWP&D & AMC	Subject to obtaining consent in the circumstances specified in section 11(2).
s.22(2)	function of commenting on a proposed direction	DCI	
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	DCI	
s.22(5)	duty to give effect to a direction under this section.	DCI	
s.40(1)	duty to inspect, maintain and repair a public road.	MRF&W & UMR	
s.40(5)	Discretionary power to inspect, maintain and repair a road which is not a public road	MRF&W & UMR	For work utilising Council resources for non-Council assets.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	DCI, MCWP&D & MRF&W	
s.42(1)	power to declare a public road as a controlled access road	DCI	Power of the co-ordinating road authority. Schedule 2 also applies <i>Note - "controlled access road" means a public road in respect of which a declaration is in force under section 42.</i>
s.42(2)	power to amend or revoke declaration by notice published in the Victoria Government Gazette	DCI	Power of the co-ordinating road authority. Schedule 2 also applies.
s.42A(3)	duty to consult with VicRoads before a road is specified	DCI	<ul style="list-style-type: none"> <li>Duty of the co-ordinating road authority.</li> <li>If the road is a municipal road or part thereof.</li> </ul> <i>Note - "specified road" means a road or part of a road which is specified under section 42A to be a specified road in respect of which a mode of transport is to have priority.</i>
s.42A(4)	power to approve the Minister's decision to specify a road as a specified freight road	Not delegated	<ul style="list-style-type: none"> <li>Power of co-ordinating road authority.</li> <li>If the road is a municipal road or part thereof and where the road is to be specified a freight road.</li> </ul> <i>Note – section 42A (4) provides that if a road or part of a road which is to be a specified freight road is a municipal road, the Minister must obtain the approval of the municipal council which is the coordinating road authority before the road or part of the road can be specified to be a specified freight road.</i>

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DCI	
s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under section 48M	DCI & MST&C	<i>Note – the section refers to bus stopping points and bus stop infrastructure.</i>
s.49	power to develop and publish a road management plan	DCI	Subject to the formal adoption by Council of the road management plan.
s.51	power to determine standards by incorporating the standards in a road management plan	DCI	
s.53(2)	power to cause a notice to be published in the Victoria Government Gazette of an amendment etc of a document in the road management plan	MCW&PD	
s.54(2)	duty to give notice of a proposal to make a road management plan	MCW&PD	
s.54(5)	duty to conduct a review of the road management plan at prescribed intervals	DCI	
s.54(7)	duty to incorporate the amendments into the road management plan	MCW&PD	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.55(1)	duty to cause notice of road management plan to be published in the Victoria Government Gazette and newspaper	MCW&PD	
s.63(1)	power to consent to the conduct of works on a road	MRF&W, UMR, SDAE & WO	Power of the co-ordinating road authority.
s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	MCWP&D, MRF&W, UMR & WO	Power of the infrastructure manager.
s.64(1)	duty to comply with clause 13 of Schedule 7	MRF&W, MCW&PD, UMR & WO	Duty of the infrastructure manager or works manager. <i>Schedule 7 relates to infrastructure and works on roads. Clause 13 of Schedule 7 requires the works manager to give notice the relevant coordinating authority of the completion of works.</i>
s.66(1)	power to consent to a structure etc	DCI, MRF&W & MST&C	Power of the co-ordinating road authority.
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	MRF&W &	Where council is the coordinating road authority. The section refers to advertising signs and bills on roads and road infrastructure.
s.67(3)	power to request information	DCI & MRF&W	Power of the co-ordinating road authority.
s.68(2)	power to request information	DCI & MRF&W	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.71(3)	power to appoint an authorised officer	DCS and MP&G	
s.72	duty to issue an identity card to each authorised officer	Not delegated	
s.85	function of receiving a report from an authorised officer	MRF&W	Division 3 of the Act refers to the general powers of Authorised Officers. Section 85 refers specifically to powers of entry.
s.86	duty to keep a register regarding section 85 matters	DCI	Refers to powers of entry onto land.
s.87(1)	function of receiving complaints	DCI & MRF&W	
s.87(2)	duty to investigate a complaint and provide a report	DCI & MRF&W	
s.112(2)	power to recover damages in court	DCI	<i>Note – the section applies if a road authority incurs extraordinary expenses in repairing a road that has been damaged as a result of the passage of extraordinary traffic or excessive mass along the road.</i>  The approval requirements to institute proceedings in the various courts and tribunals are set out in Delegation Guidelines (D17/037824) approved by the Management Executive Group on 31 January 2017.
s.116	power to cause or carry out inspection	DCI, MRF&W & MCWP&D	

S.6 Instrument of Delegation  
Council to Members of Council Staff

August 2017 update

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.119(2)	function of consulting with VicRoads	DCI, MCWP&D, MST&C & MRF&W	Note - the section refers to VicRoads performing a road management function.
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	DCI & MRF&W	
s.120(2)	duty to seek the consent of VicRoads to exercise road management functions before exercising the power in section 120(1)	DCI & MRF&W	
s.121(1)	power to enter into an agreement in respect of works	DCI & MRF&W	
s.122(1)	power to charge and recover fees	DCI & MRF&W	Note – fees may be charged if authorised under the Road Management (General) Regulations 2016. The Regulations express the fees in terms of “fee units” which are indexed annually. In 2016/17, a fee unit is \$13.94.
s.123(1)	power to charge for any service	DCI & MRF&W	Note: a) fees must not be inconsistent with the relevant Regulations. Fees are fixed by Council in the annual budget process; and b) the charge can include costs relating to <ul style="list-style-type: none"> <li>• supplying a service, product or commodity; or</li> <li>• giving information.</li> </ul>

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	DCI	
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	DCI	
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	DCI	
Schedule 2 Clause 4	function of receiving details of a proposal from VicRoads	DCI	
Schedule 2 Clause 5	duty to publish notice of a declaration	DCI	
Schedule 7, Clause 7(1)	duty to give notice to the relevant co-ordinating road authority of the proposed installation of non-road infrastructure or related works on a road reserve	MRF&W, UMR & WO	
Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	MRF&W, UMR, MCWP&D, ESC & WO	

S.6 Instrument of Delegation  
Council to Members of Council Staff

August 2017 update



ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7, Clause 9(1)	duty to comply with a request for information from a co-ordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	MRF&W, UMR & WO	
Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	MRF&W, UMR & WO	
Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	MRF&W, UMR & WO	
Schedule 7 Clause 12(2)	power to direct an infrastructure manager or works manager to conduct reinstatement works	MRF&W, UMR & WO	Power of the co-ordinating road authority.
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	MRF&W, UMR & WO	
Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	MRF&W, UMR & WO	
Schedule 7 Clause 12(5)	power to recover costs	MRF&W, UMR & WO	Power of the co-ordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7, Clause 13(1)	duty to notify relevant co-ordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	MRF&W, UMR & WO	
Schedule 7, Clause 13(2)	power to vary a notice period	MRF&W, UMR & WO	Power of the co-ordinating road authority.
Schedule 7, Clause 13(3)	duty to ensure the works manager has complied with the obligation to give notice under Schedule 7, Clause 13(1)	MRF&W, UMR & WO	
Schedule 7, Clause 16(1)	power to consent to proposed works	DCI, MCWP&D, MST&C & MRF&W	Power of the co-ordinating road authority.
Schedule 7, Clause 16(4)	duty to consult	DCI, MCWP&D, MST&C & MRF&W	Where council is the coordinating road authority
Schedule 7, Clause 16(5)	power to consent to proposed works	DCI, MCWP&D, MST&C & MRF&W	
Schedule 7, Clause 16(6)	power to set reasonable conditions on consent	DCI, MCWP&D, MST&C & MRF&W	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7 Clause 16(8)	power to include consents and conditions	DCI, MCWP&D, MST&C, & MRF&W	
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	DCI, MCWP&D, MST&C & MRF&W	Power of the co-ordinating road authority.
Schedule 7 Clause 18(1)	power to enter into an agreement	DCI, MCWP&D, MST&C & MRF&W	Power of the co-ordinating road authority.
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	DCI, MCWP&D, MST&C & MRF&W	
Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DCI, MCWP&D & MRF&W	Where council is the coordinating road authority.
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DCI, MCWP&D & MRF&W	Power of the co-ordinating road authority.
Schedule 7A Clause 2	Power to cause streetlights to be installed on roads	SDAE & STO	Power of the responsible road authority where it is the co-ordinating road authority or responsible road authority in respect of the road.

S.6 Instrument of Delegation  
Council to Members of Council Staff

August 2017 update

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule7A Clause 3(1)(d)	Duty to pay installation and operation costs of street lighting – where road is not an arterial road	SDAE & STO	Where Council is the responsible road authority.
Schedule7A Clause 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	SDAE & STO	
Schedule7A Clause(3)(1)(f),	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with clauses 3(2) and 4	SDAE & STO	Where Council is the responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal Council (re: operating costs).

S.6 Instrument of Delegation  
Council to Members of Council Staff

August 2017 update

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	DPED, GMCD, MCS&D, UMS, UMA, SSP, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, CCIAS, PUP & SSO	Where <ul style="list-style-type: none"> <li>• Council is not the planning authority and the amendment affects land within its municipal district; or</li> <li>• where the amendment will amend the planning scheme to designate Council as an acquiring authority.</li> </ul>
r.21	power of the responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	DPED, GMCD, MCS&D, UMS, UMA, SSP, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, PUP & SSO	
r.25(a)	duty to make a copy of a matter considered under section 60(1A)(g) available for inspection free of charge	DPED, GMCD, MCS&D, UMS, UMA, SSP, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, CCIAS, PUP & SSO	Where Council is the responsible authority.

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.25(b))	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	DPED, GMCD, MCS&D, UMS, UMA, SSP, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, CCIAS, PUP & SSO	Where Council is not the responsible authority but the relevant land is within Council's municipal district.
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	DPED, GMCD, MCS&D, UMS, UMA, SSP, PC, SUP, UP, UPFT, SO, PEO, PPEO, MCS&D, UMA, CCIAS, PUP & SSO	Where: <ul style="list-style-type: none"> <li>• Council is not the planning authority and the amendment affects land within Council's municipal district; or</li> <li>• the amendment will amend the planning scheme to designate Council as an acquiring authority.</li> </ul>

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.19	power to waive or rebate a fee relating to an amendment of a planning scheme	DPED, GMCD & MCS&D	<p>Note – the grounds for waiving or rebating a fee include:</p> <ul style="list-style-type: none"> <li>a) where the application is withdrawn and a new application is submitted;</li> <li>b) the amendment combines separate items from multiple requests for an amendment; and</li> <li>c) the amendment is intended to remove anomalies in the planning scheme.</li> </ul>
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DPED, GMCD & MCS&D	<p>Note – the grounds for waiving or rebating a fee include:</p> <ul style="list-style-type: none"> <li>a) where the application is withdrawn and a new application is submitted;</li> <li>b) the application relates to land used for charitable purposes; and</li> <li>c) the fee is not warranted due to the minor nature of the application.</li> </ul>
r.21	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or 20	DPED, GMCD & MCS&D	

<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.7	function of entering into a written agreement with a caravan park owner	GMCD & UMEH	
r.11	function of receiving an application for registration	UMEH, TLEH and EHO	
r.13(1)	duty to grant the registration if satisfied that the caravan park complies with these regulations	UMEH, TLEH and EHO	
r.13(2)	duty to renew the registration if satisfied that the caravan park complies with these regulations	UMEH, TLEH and EHO	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	UMEH & TLEH	
r.13(4) & (5)	duty to issue a certificate of registration	UMEH, TLEH and EHO	
r.15(1)	function of receiving notice of a transfer of ownership	UMEH, TLEH and EHO	
r.15(3)	power to determine where the notice of transfer is displayed	UMEH, TLEH and EHO	
r.16(1)	duty to transfer registration to a new caravan park owner	UMEH, TLEH and EHO	



<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.16(2)	duty to issue a certificate of transfer of registration	UMEH, TLEH and EHO	
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	Not delegated	Fees are determined by Council in the annual budget process
r.18	duty to keep a register of caravan parks	UMEH, TLEH and EHO	
r.19(4)	power to determine where the emergency contact person's details are displayed	UMEH, TLEH and EHO	
r.19(6)	power to determine where certain information is displayed	UMEH, TLEH and EHO	
r.22A(1)	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	UMEH, TLEH and EHO	
r.22A(2)	duty to consult with relevant emergency services agencies	UMEH, TLEH and EHO	
r.23	power to determine places in which a caravan park owner must display a copy of emergency procedures	UMEH, TLEH and EHO	

<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	UMEH, TLEH and EHO	
r.25(3)	duty to consult with the relevant floodplain management authority	UMEH, PC & TLEH	
r.26	duty to have regard to any report of the relevant fire authority	UMEH, TLEH & MFPO	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	UMEH, TLEH and EHO	
r.39	function of receiving notice of the proposed installation of an unregistrable movable dwelling or rigid annexe	UMEH, TLEH and EHO	
r.39(b)	power to require notice of a proposal to install an unregistrable movable dwelling or rigid annexe	UMEH, TLEH and EHO	
r.40(4)	function of receiving an installation certificate	UMEH, TLEH and EHO	
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	UMEH, UMBS, SBS & TLEH	
Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from an unregistrable movable dwelling	UMEH & TLEH	

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.(1)	duty to conduct reviews of the road management plan	DCI&	
r.9(2)	duty to produce a written report of the review of the road management plan and make the report available	DCI	
r.9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DCI & MCWP&D	Where council is the coordinating road authority.
r.10	duty to give notice of an amendment which relates to the standard of construction, inspection, maintenance or repair under section 41 of the Act	DCI & MCWP&D	
r.13(1)	Duty to publish notice of amendments to road management plan	MCWP&D & AMC	Where council is the coordinating road authority.
r.13(3)	duty to record on the road management plan the substance and date of effect of any amendment	MCW&PD & AMC	
r.6(3)	power to issue a permit	DCI, MRF&W & MST&C	power of co-ordinating road authority
r.18(1)	power to give written consent regarding damage to a road	DCI & MRF&W	Power of the co-ordinating road authority.
r.23(2)	power to make a submission to the Tribunal	DCI	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.23(4)	power to charge a fee for application under section 66(1) <i>Road Management Act 2004</i>	DCI & MRF&W	Where council is the coordinating road authority.
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on a road	DCI, MRF&W & MOS&SC	Power of the responsible road authority.
r.25(2)	power to sell or dispose of things removed from a road or part of road (after first complying with r.25(3))	DCI, MRF&W & MOS&SC	Power of the responsible road authority.
r.25(45)	power to recover in the Magistrates' Court, expenses from the person responsible	DCI, MRF&W & MOS&SC	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.15	power to exempt a person from a requirement under clause 13(1) of Schedule 7 of the Act to give notice as to the completion of those works	DCI & MRF&W	Where council is the coordinating road authority and where consent given under section 63(1) of the Act.
r.22(2)	power to waive the whole or part of a fee in certain circumstances	DCI & MRF&W	Where council is the coordinating road authority.

# **DCS51/17 APPROVAL FOR DEPUTY MAYOR TO ATTEND GLOBAL MAYORS SUMMIT IN NEW YORK (D17/318278)**

## **Director Corporate Services**

### **Property and Governance**

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#### **Executive Summary**

The Deputy Mayor, Cr Samantha Ratnam, has received an invitation from New York City, Columbia University's Global Policy Initiative, Concordia, and the Open Society Foundations to attend the Global Mayors Summit (the Summit) taking place in New York City on 18 to 19 September 2017.

The organisers have offered to cover costs of the flights and accommodation to attend, and the Deputy Mayor has indicated all other costs (such as taxi fares) will be paid personally.

In accordance with the Councillors' Travel, Accommodation and Personal Expenses Policy, the Chief Executive Officer, in consultation with the Mayor, has approved Councillor Ratnam's attendance as the timeframes did not permit approval by Council in advance of the RSVP date. The purpose of this report is to provide public transparency of this decision making.

The Summit will focus on how cities can and are implementing policies that promote migrant and refugee integration, rights protections, and civic engagement. In addition to a cities' exchange, the Summit will also provide an opportunity for cities to express common values and objectives in this field, and to share city efforts with national and international counterparts.

The Deputy Mayor has been invited to share insights and experiences in leading a local administration that promotes the social inclusion of migrants and refugees and that is responsive to the needs of all residents.

The focus of the Summit is in line with the vision articulated in the Council Plan 2017-2021 'Moreland will be known for its proud diversity, and for being a connected, progressive and sustainable city in which to live, work and play', and a number of Council policies, including the Moreland Human Rights Policy.

Participation at the events has the potential to be of value to Moreland, with opportunities to explore innovative models to foster welcoming communities. The likelihood of a conflict of interest being created by accepting the offer of paid airfares and accommodation is low, as the conference organisers and hosts are based in New York City.

#### **Recommendation**

That Council:

1. Notes the invitation received by the Deputy Mayor, Councillor Samantha Ratnam, to attend the Global Mayor's Summit in New York City on 18 and 19 September 2017, including the offer of airfares and accommodation to be paid by the organisers.
2. Endorses the participation of the Deputy Mayor, Councillor Samantha Ratnam, at the Global Mayors Summit in New York City on 18 and 19 September 2017.
3. In accordance with the Councillor Travel, Accommodation and Personal Expenses Policy, notes the approval given by the Chief Executive Officer for the Deputy Mayor, Councillor Samantha Ratnam, to attend the Global Mayor's Summit in New York City on 18 and 19 September 2017.
4. Notes that the Deputy Mayor has indicated any costs not covered by the organisers will be paid personally and no expenses will be claimed from Council in relation to the Deputy Mayor's attendance at the Global Mayor's Summit in New York City in September 2017.

## **1. Policy Context**

At times, Councillors may be required to travel on official business and whilst Council is supportive of this endeavour, Councillors need to ensure at all times, accountability for public money is maintained and that conference and travel arrangements are administered in the most efficient and cost effective manner possible.

3 policies are applicable to this report:

1. Councillors' Travel, Accommodation and Personal Expenses Policy
2. Councillor Gifts and Hospitality Policy
3. Councillor Support and Expense reimbursement Policy

## **2. Background**

On 25 August 2017, Deputy Mayor, Councillor Samantha Ratnam received an invitation from New York City, Columbia University's Global Policy Initiative, Concordia, and the Open Society Foundations to attend and participate in the Global Mayors Summit (the Summit) taking place in New York City on 18-19 September 2017. Confirmation of participation was requested by no later than 1 September 2017.

The organisers have offered to pay for the Deputy Mayor's flights and accommodation to attend the Global Mayors Summit.

The Summit is hosted by the City of New York and organized in partnership with the Open Society Foundations, Columbia University's Global Policy Initiative (CGPI) and Concordia. CGPI brings together eminent academics and practitioners to address global problems and influence global policy. Concordia is a non-profit, nonpartisan organization that enables public-private partnerships to create a more prosperous and sustainable future.

The program for the Summit aims to examine cities roles as sites of migration and community-based innovation that define city life, as well as the complexity of policy responses required of city leaders to serve all residents. Discussion will centre around what's required at the front line in meeting newly arrived migrants' and refugees' needs, and creating longer-term urban policies that foster diversity and inclusion.

The Summit will discuss how cities can overcome obstacles to implementing policies that promote migrant and refugee integration, rights protection, and empowerment, and as a result, social integration.

The draft program indicates the 2-day program will be divided into 3 segments:

- A convening around the United Nations (UN) Headquarters, with national governments and global leaders on the margins of the UN General Assembly, where mayors will discuss local solutions and city-level opportunities in response to global migration and refugee challenges.
- A brainstorming opportunity amongst city leaders, and private sector and civil society actors, on notable initiatives and partnerships, where new and existing multi-stakeholder initiatives are featured, with a view to sharing best practices, creating affinity groups, and building momentum in scope, partnerships and support, for such initiatives.
- A closed-door workshop for mayors and senior migration city leadership to discuss next steps and collective action on the themes of the Global Summit. Cities will share models of best immigration policy and practice, explore opportunities for coalition building, and discuss shared advocacy opportunities.

The content of the Summit is in line with the Council Plan 2017-2021 which includes the vision that 'Moreland will be known for its proud diversity, and for being a connected, progressive and sustainable city in which to live, work and play'. It is also aligned with Moreland's commitment as a Refugee Welcome Zone - Council has made a commitment in spirit to welcoming refugees into the community, upholding the human rights of refugees, demonstrating compassion for refugees and enhancing cultural and religious diversity in the community.

### **3. Issues**

The Councillors' Travel, Accommodation and Personal Expenses Policy (the Policy) outlines the approval process for all overseas travel. A Council resolution is usually required for approval for overseas or interstate travel. The Policy also provides for approval by the Chief Executive Officer, in consultation with the Mayor, if timeframes do not permit approval in advance.

As confirmation of attendance at the Summit was required by 1 September 2017, the Chief Executive Officer discussed the invitation to the Summit with the Mayor and approved the Deputy Mayor's attendance.

The Deputy Mayor will have an active participatory role in the Summit and her attendance at the Summit provides an opportunity to show case Moreland's expertise and learn from the experiences of international colleagues.

The travel and accommodation offers fall within the definition of 'benefit' as defined in the *Local Government Act 1989* (the Act) to be:

*Something believed to be of value to the receiver, including access to a sporting event, preferential treatment, access to confidential information, accommodation, personal services or travel.*

Therefore, this benefit of free flights and accommodation could reasonably fall under the Councillor Gifts and Hospitality policy. The Councillor Gifts and Hospitality policy provides that gifts and hospitality are not accepted wherever possible and may be accepted if it is of minimal value, refusal may give offence and there is no real or perceived sense of obligation on Council's behalf whether for preferential treatment/service or other.

Arguably, the offer of flights and accommodation is not 'of minimal value', and as such, the acceptance of this offer may not be in accordance with this policy.

However, given the nature of the Summit; the selected invitation to the Deputy Mayor of the City of Moreland; and the active participation expected, acceptance of the offer of flights and accommodation should be considered on the merits of the Summit. The offer is of significant value however there is negligible risk of a sense of obligation for the Deputy Mayor, or Council, to be in a position of conflict in the future given there is minimal likelihood a decision relating to the organisers will come before Council.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

### **4. Consultation**

The Governance unit was consulted on this issue, including the Director Corporate Services.

### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.



## **6. Financial and Resources Implications**

There are no financial implications to the Deputy Mayor attending the Summit as airfares and accommodation will be funded by the organisers.

Any further expenses incurred by the Deputy Mayor will be assessed in accordance with the Councillor Travel, Accommodation and Personal Expenses Policy and reported in the Councillor expenses made available on the website.

## **7. Implementation**

As prescribed by the Councillors' Travel, Accommodation and Personal Expenses Policy:

*Councillors who have travelled interstate or overseas in an official capacity shall within 7 working days of returning, provide details of their travel on the 'Interstate/Overseas Travel Report Form (A1808648) and lodge the form with the Manager Property and Governance for inclusion in the Register.*

*Councillors attending any approved activity must provide Council with a verbal or written report on their attendance. The report must be submitted to a Council meeting as soon as practicable.*

## **Attachment/s**

There are no attachments for this report.

# DCS52/17 DRAFT FINANCIAL AND PERFORMANCE STATEMENTS 2016-2017 (D17/323901)

## Director Corporate Services

### Finance and Business Systems

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#### Executive Summary

The Moreland City Council Financial and Performance Statements for the 2016-2017 financial year have been prepared by Council and reviewed by the Victorian Auditor General's Office (VAGO). Council's Audit and Risk Management Committee has also examined the documents.

This report requests Council gives 'in principle' approval to the 2016-2017 accounts and appoints 2 Councillors and the Chief Executive Officer to sign the Financial and Performance Statements 2016-2017.

Council is reporting an accounting surplus of \$37.818 million for the financial year 2016-2017. It is, however, important to note that this accounting profit includes items that are used for the current year's capital expenditure and loan redemption, or committed for future years' capital or operational expenditure. Therefore the accounting surplus should not be viewed as surplus funds.

After excluding non-cash developer contributions, capital grants and contributions and after considering non-cash items included in the accounting surplus, capital expenditure, loan principal repayments and already committed funding requirements, a total of \$10.221 million is available to be transferred to the Oak Park Sports and Aquatic Centre Redevelopment Reserve and Brunswick Hockey Pitch leaving a 'break-even' final funding result.

#### Recommendation

That Council:

1. Having considered Moreland City Council's Financial and Performance Statements 2016-2017 at Attachments 1 and 2 to this report, gives its approval in principle to the statements and report, and authorises the Mayor, Cr Davidson, and the Audit and Risk Management Committee member, Cr \_\_\_\_\_ to certify the Statements in their final form.
2. Authorises the Chief Executive Officer, in consultation with the Mayor, Cr Davidson, and the Audit and Risk Management Committee member, Cr \_\_\_\_\_, after consideration by the Principal Accounting Officer to approve any changes to the Financial and Performance Statements 2016-2017 recommended or agreed to, by the Auditor General.
3. Transfers \$9.2 million to the Oak Park Sports and Aquatic Centre Redevelopment Reserve.
4. Commits \$965,000 to fund the replacement of Brunswick Hockey Pitch.

## REPORT

### 1. Policy Context

This report is in keeping with Council's commitment to accountability and sound financial management.

### 2. Background

Sections 131 and 132 of the *Local Government Act 1989* require Council to:

- Adopt a resolution giving its approval, 'in principle', to the Financial and Performance Statements 2016-2017 before they are submitted to the Auditor General.
- Authorise 2 Councillors to certify the statements in their final form, after any changes recommended, or agreed to, by the auditor have been made.

Preliminary audit work has been completed by the Victorian Auditor General's Office (VAGO), and officers have prepared a draft set of the Financial and Performance Statements 2016-2017 for submission to the Auditor General (**Attachments 1 and 2**). VAGO has advised the Audit and Risk Management Committee that, subject to a review of the final version, they intend to recommend to the Auditor General that Moreland City Council's Financial Statement 2016-2017 and Performance Statement 2016-2017 should each be given confirming audit opinions without qualification.

The following process is required to ensure Council's Financial and Performance Statements 2016-2017 are submitted to the Auditor General in a timely manner, enabling the Auditor General to officially express his opinion prior to the statutory deadline of 30 September 2017:

- Council must meet formally to review the draft Financial and Performance Statements and resolve that Council approves the statements 'in principle' and authorises 2 specific Councillors and the Chief Executive Officer to sign the final statements on behalf of, and with the full authority of, the Council. The 'in principle' statements and the Council resolution are given to the Victorian Auditor General's Office;
- VAGO checks the 'in principle' statements. These statements, the Council resolution and VAGO's recommended Audit Report will then be forwarded to the Auditor General for review;
- The Auditor General reviews the statements and requests changes where appropriate;
- The Principal Accounting Officer then considers the Auditor General's requested changes and incorporates them into the 'in principle statements', where appropriate;
- The Principal Accounting Officer will identify matters of significance, if any, including proposed qualification issues, not previously considered by the Council for approval by the Chief Executive Officer in consultation with Mayor, Cr Davidson, and the Audit and Risk Management Committee members, prior to the formal sign off of the statements by the 2 designated Councillors and the Chief Executive Officer;
- If Council and the Auditor General are satisfied with the Statements, the Statements are to be signed by the delegated Councillors and the Chief Executive Officer and forwarded to the Auditor General;
- The signed Auditor General's Audit Reports will be issued to the Council once the formally signed statements have been received and checked by the Victorian Auditor General's Office; and
- The organisation's 2016-2017 Annual Report, including the audited Financial Statement and Performance Statements 2016-2017 must be forwarded to the Minister for Local Government by 30 September 2017.

### **3. Issues**

#### **Key outcomes of the 2016-2017 accounts**

Council is reporting an accounting surplus of \$37.818 million for the financial year 2016-2017. It is, however, important to note that this accounting profit includes items that are used for the current year's capital expenditure and loan redemption, or committed for future years' capital or operational expenditure. Therefore the accounting surplus should not be viewed as surplus funds.

#### **Significant income statement movements**

Major differences in the income statement compared to last year include:

- Increase in rates and charges of \$7.3 million. This was primarily driven by Council rates increasing by 2.5% and the annualised impact of supplementary rates;
- Increase in Operating Grants of \$6.4 million. Half of the 2017-18 VGC grant was prepaid in June 2017;
- Decrease in Non-Monetary Contributions by \$5 million. This was primarily due to a number of assets found in the 2015-16 financial year; and
- Decrease in Total Operational Expenditure by \$2.8 million. This is significant as Council continues to find efficiencies and deliver the same level of service without increasing costs.

#### **Capital works statement**

Differences in the statement compared to last year were caused by some major capital projects not being completed by 30 June 2017. These projects, including the Coburg Child Care Centre, the Pascoe Vale Community Centre and a pavilion at Raeburn Reserve, will be completed in early 2017-2018 and are not included in the Capital Works Statement for 2016-2017.

#### **Cash flow statement**

Council cash increased \$5.9 million. This is somewhat deceptive as Other Financial Assets (Term Deposits) increased \$35.7 million. This was primarily due to the amount of funds received as Open Space and DCP contributions and the increase in rates, fees and charges.

#### **Asset accounting changes**

An improvement program for fixed assets was implemented in 2016-2017, including moving the building assets from JDE to the MyData asset register.

The improvement program uncovered a number of changes to assets within the register. The treatment of these assets have been taken through equity in the balance sheet account and have not been brought to account in the Operating Statement. This is explained in detail in the audit management letter.

After excluding non-cash developer contributions, capital grants and contributions, and after considering non-cash items included in the accounting and underlying surplus, capital expenditure, loan principal repayments and already committed funding requirements, a total of \$10.221 million is available to be transferred to the Oak Park Sports and Aquatic Centre Redevelopment Reserve in accordance with the Council resolution in June 2015 (DCS44/15), and \$965,000 committed to fund the replacement of the Brunswick Hockey Pitch as foreshadowed in the 2017-2018 budget process, leaving a 'break-even' final funding result.

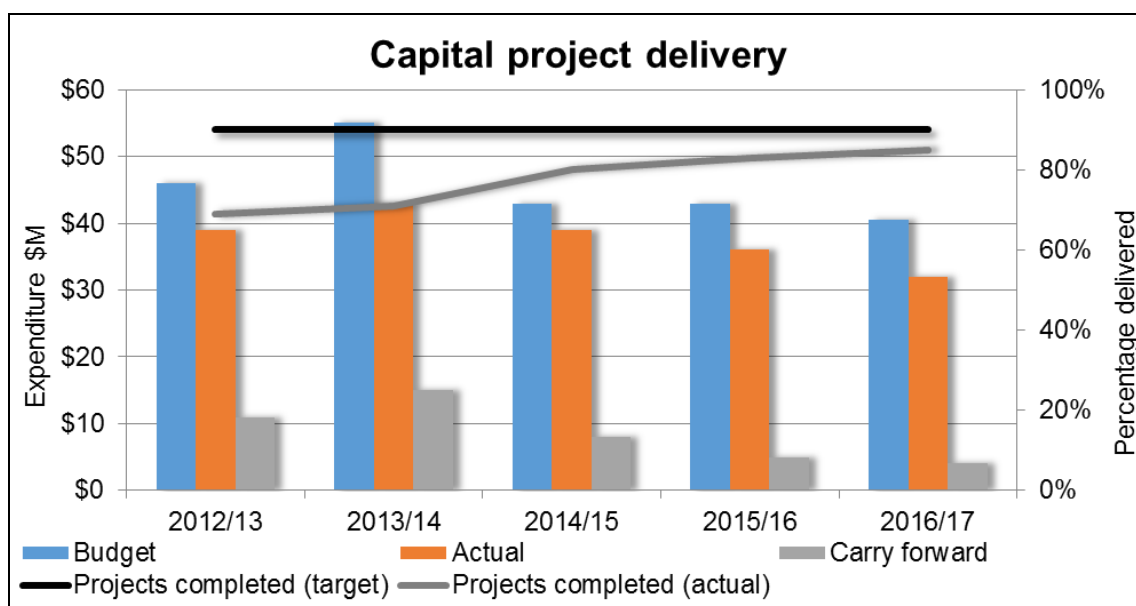
## Auditor General's financial sustainability ratios

Council uses financial sustainability ratios (as defined by the Victorian Auditor General) to monitor trends and performance and assess longer term financial risk.

Ratios	13/14	14/15	15/16	16/17
<b>Underlying result</b> (5year average) (Adjusted net surplus/total underlying revenue)	4.4% Green	6.8% Green	5.3% Green	8.2% Green
Council should aim for an underlying surplus that is capable of funding items such as loan principle repayments. Council continues to deliver a strong underlying surplus.				
<b>Liquidity</b> (current asset/current liability)	1.49 Amber	1.38 Amber	2.42 Green	2.67 Green
<i>This ratio measures Council's ability to pay existing liabilities in the next 12 months. A result greater than 1.5 is desirable</i> <i>The \$42 million increase to current assets in 2016-17 has resulted in the increase in the liquidity ratio.</i>				
<b>Self financing</b> (Net operating cash flow/underlying revenue)	14.9% Amber	28.7% Green	28.5% Green	38.4% Green
This ratio measures Council's ability to replace assets using cash generated from operations. Council has moved in to stronger position over the 2016-2017 financial year.				
<b>Indebtedness</b> (Non-current liabilities/own- sourced revenue)	35.7% Green	25.8% Green	28.4% Green	22.5% Green
<i>This ratio measures Council's ability to cover its non-current liabilities with its more reliable own-sourced revenue. A result lower than 40% is desirable.</i> <i>The 2016-2017 result is distorted by \$6 million loan classified as current liability due to its maturity within 90 days of 30 June 2017.</i>				
<b>Capital replacement</b> (5 year average) (Capital spend/depreciation)	1.55 Green	1.61 Green	1.59 Green	1.51 Green
Comparison of rate of spending on infrastructure with its depreciation. A result higher than 1.50 is desirable (green). This is a stable trend.				
<b>Renewal gap</b> (5 year average) (Renewal spend/depreciation)	0.95 Amber	0.99 Amber	1.03 Green	0.99 Amber
<i>Comparison of rate of spending on existing assets through renewing, restoring and replacing existing assets with depreciation. A ratio higher than 1 is desirable (green).</i> <i>Council has delivered a ratio just under 1 again, in a similar result to 2014-15.</i>				
Overall assessment for long-term financial sustainability	Green	Green	Green	Green
<b>Moreland remains low risk (green light) for its long term financial sustainability.</b>				

## Capital expenditure history

The graph below shows the capital expenditure in the past 5 years.



## Audit and Risk Management Committee resolution

The Audit and Risk Management Committee met on 5 September 2017 to consider the draft statements and resolved that:

- the Audit and Risk Management Committee recommends that:
  - Council records its approval 'in principle' to the annual financial statements and performance statement (the statements) for the year ending 30 June 2017; and
  - subject to review of the final version of the financial statements and the performance statement, Council authorises the:
    - Chief Executive Officer to send the statements to the Auditor-General;
    - Chief Executive Officer, Mayor and Councillor to certify the final version of the statements; and
    - Principal Accounting Officer to implement any non-material changes to the statements as recommended by the Auditor-General, and provide a summary of such changes to the Audit and Risk Advisory Committee at its next meeting. Any material changes will be discussed with the Chair of Audit and Risk Advisory Committee prior to being presented to Council.

## Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## 4. Consultation

Council's Audit and Risk Management Committee examined the Financial and Performance Statements 2016-2017 at its meeting on 5 September 2017.

## 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

The preparation of the statements and the associated auditing fees are covered by the approved budget in Corporate Finance and therefore do not have any direct financial or resource impacts.

The outcome of the financial statements, in particular the Auditor General's assessment of Moreland's long-term financial sustainability will provide useful guidance for Council's long-term financial planning.

## 7. Implementation

Once Council adopts these statements and the Auditor-General issues his official audit opinion, a copy of the audited reports will be submitted to the Minister for Local Government before 30 September 2017.

These statements will form part of Council's Annual Report and will be published on Council's website.

## Attachment/s

- |                   |                                      |            |
|-------------------|--------------------------------------|------------|
| <a href="#">1</a> | Draft Financial Statements 2016-2017 | D17/323907 |
| <a href="#">2</a> | Performance Statement 2016-2017      | D17/324761 |

**MORELAND CITY COUNCIL**  
**ANNUAL FINANCIAL REPORT**  
*For the Year Ended 30 June 2017*



**Moreland City Council  
Financial Report  
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## Comprehensive Income Statement For the Year Ended 30 June 2017

	Note	2017 \$'000	2016 \$'000
<b>Income</b>			
Rates and charges	3	138,259	130,942
Statutory fees and fines	4	11,712	10,083
User fees	5	8,817	7,636
Grants - operating	6	19,872	13,438
Grants - capital	6	2,075	1,796
Contributions - monetary	7	16,574	16,668
Contributions - non monetary	7	1,434	6,425
Other income	9	6,784	6,055
<b>Total income</b>		<b>205,527</b>	<b>193,044</b>
<b>Expenses</b>			
Employee costs	10	78,798	75,813
Materials and services	11	55,571	58,971
Bad and doubtful debts	12	1,502	1,644
Depreciation	13	23,476	23,630
Borrowing costs	14	2,018	1,943
Other expenses	15	191	76
Net loss on disposal of property, infrastructure, plant and equipment	8	3,345	7,369
Fair value adjustments for investment property	24	2,807	1,079
<b>Total expenses</b>		<b>167,708</b>	<b>170,525</b>
<b>Surplus for the year</b>		<b>37,818</b>	<b>22,519</b>
<b>Other comprehensive income</b>			
Net asset revaluation increment	29 (a)	-	280,936
<b>Comprehensive result</b>		<b>37,818</b>	<b>303,455</b>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

**Balance Sheet**  
**As at 30 June 2017**

	Note	2017 \$'000	2016 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	17	49,462	43,605
Trade and other receivables	18	22,061	20,196
Other financial assets	19	59,700	24,000
Inventories	20	179	146
Non-current assets classified as held for sale	21	600	2,608
Other assets	22	1,042	171
<b>Total current assets</b>		<b>133,045</b>	<b>90,727</b>
<b>Non-current assets</b>			
Unlisted Shares	16	2	2
Property, infrastructure, plant and equipment	23	1,866,188	1,862,529
Investment property	24	25,975	28,730
Other assets	22	2,126	-
<b>Total non-current assets</b>		<b>1,894,291</b>	<b>1,891,261</b>
<b>Total assets</b>		<b>2,027,336</b>	<b>1,981,987</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	25	20,689	16,329
Trust funds and deposits	26	3,096	1,669
Provisions	27	18,490	17,794
Interest-bearing loans and borrowings	28	7,566	1,661
<b>Total current liabilities</b>		<b>49,841</b>	<b>37,455</b>
<b>Non-current liabilities</b>			
Provisions	27	1,288	1,411
Interest-bearing loans and borrowings	28	39,661	47,236
<b>Total non-current liabilities</b>		<b>40,949</b>	<b>48,647</b>
<b>Total liabilities</b>		<b>90,790</b>	<b>86,101</b>
<b>Net Assets</b>		<b>1,936,546</b>	<b>1,895,886</b>
<b>Equity</b>			
Accumulated surplus		523,563	502,594
Asset revaluation reserve	29 (a)	1,354,219	1,354,219
Other reserves	29 (b)	58,763	39,073
<b>Total Equity</b>		<b>1,936,546</b>	<b>1,895,886</b>

The above balance sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity  
For the Year Ended 30 June 2017**

2017	Note	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
Balance at beginning of the financial year		1,895,886	502,594	1,354,219	39,073
Recognition of previously unrecognised non-current assets *					
- Infrastructure assets		4,085	4,085	-	-
- Building assets		(3,605)	(3,605)	-	-
- Animal Shelter prepayment		2,362	2,362	-	-
Revised balance as at 1st July 2016		<u>1,898,727</u>	<u>505,436</u>	<u>1,354,219</u>	<u>39,073</u>
Surplus / (deficit) for the year		37,818	37,818	-	-
Net asset revaluation increment / (decrement)	29(a)	-	-	-	-
Transfers to other reserves	29(b)	-	(27,176)	-	27,176
Transfers from other reserves	29(b)	-	7,485	-	(7,485)
<b>Balance at end of the financial year</b>		<b><u>1,936,546</u></b>	<b><u>523,563</u></b>	<b><u>1,354,219</u></b>	<b><u>58,763</u></b>

\* As these non-current assets relate to existing assets not previously recognised, corrections were made to the balance of accumulated surplus for the year 2016/2017.

2016		Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
Balance at beginning of the financial year		1,592,431	500,493	1,073,283	18,654
Surplus / (deficit) for the year		22,519	22,519	-	-
Net asset revaluation increment / (decrement)	29(a)	280,936	-	280,936	-
Transfers to other reserves	29(b)	-	(26,335)	-	26,335
Transfers from other reserves	29(b)	-	5,917	-	(5,917)
<b>Balance at end of the financial year</b>		<b><u>1,895,886</u></b>	<b><u>502,594</u></b>	<b><u>1,354,219</u></b>	<b><u>39,073</u></b>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

**Statement of Cash Flows**  
**For the Year Ended 30 June 2017**

	Note	2017 Inflows/ (Outflows) \$'000	2016 Inflows/ (Outflows) \$'000
<b>Cash flows from operating activities</b>			
Rates and charges		137,577	129,326
Statutory fees and fines		11,250	9,300
User fees		9,144	8,533
Grants operating		21,859	14,782
Grants capital		2,282	1,796
Contributions - monetary		17,837	18,094
Interest		3,229	2,505
Trust funds and deposits taken		15,947	15,810
Other receipts		4,233	4,156
Net GST refund		6,239	8,115
Materials and services		(56,973)	(64,611)
Employee costs (including redundancies)		(86,049)	(82,223)
Trust funds and deposits repaid		(14,520)	(15,686)
Other payments		(199)	(76)
<b>Net cash provided by operating activities</b>	30	<u>71,856</u>	<u>49,823</u>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment		(30,088)	(26,878)
Proceeds from sale of property, infrastructure, plant and equipment		3,476	3,134
Payments for other financial assets		(35,700)	(6,300)
<b>Net cash used in investing activities</b>		<u>(62,312)</u>	<u>(30,043)</u>
<b>Cash flows from financing activities</b>			
Finance costs		(2,018)	(1,943)
Proceeds from interest bearing loans and borrowings		-	12,100
Repayment of interest bearing loans and borrowings		(1,670)	(12,570)
<b>Net cash used in financing activities</b>		<u>(3,688)</u>	<u>(2,413)</u>
Net increase in cash and cash equivalents		5,857	17,366
Cash and cash equivalents at the beginning of the financial year		43,605	26,239
<b>Cash and cash equivalents at the end of the financial year</b>	31	<u>49,462</u>	<u>43,605</u>
Financing arrangements	32		
Restrictions on cash assets	17		

The above statement of cash flows should be read in conjunction with the accompanying notes.

## Statement of Capital Works For the Year Ended 30 June 2017

	Note	2017 \$'000	2016 \$'000
<b>Property</b>			
Land		56	732
<b>Total land</b>		<b>56</b>	<b>732</b>
Buildings		4,881	5,604
<b>Total buildings</b>		<b>4,881</b>	<b>5,604</b>
<b>Total property</b>		<b>4,937</b>	<b>6,337</b>
<b>Plant and equipment</b>			
Plant, machinery and equipment		1,187	1,908
Fixtures, fittings and furniture		135	86
Computers and telecommunications		1,057	545
Library books		1,003	975
<b>Total plant and equipment</b>		<b>3,383</b>	<b>3,514</b>
<b>Infrastructure</b>			
Roads		4,246	4,617
Bridges		1,452	323
Footpaths and cycleways		2,580	2,895
Drainage		3,262	2,661
Other infrastructure		4,014	4,332
<b>Total infrastructure</b>		<b>15,554</b>	<b>14,829</b>
<b>Total capital works expenditure</b>		<b>23,874</b>	<b>24,680</b>
<b>Represented by:</b>			
New asset expenditure		4,627	4,380
Asset renewal expenditure		12,300	15,674
Asset expansion expenditure		463	-
Asset upgrade expenditure		6,484	4,626
<b>Total capital works expenditure</b>		<b>23,874</b>	<b>24,680</b>

The above statement of capital works should be read in conjunction with the accompanying notes.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Introduction**

The Moreland City Council was established by an Order of the Governor in Council on 21 June 1994 and is a body corporate.  
The Council's main office is located at 90 Bell Street, Coburg.

**Statement of compliance**

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

**Note 1 Significant accounting policies****(a) Basis of accounting**

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 1 (m));
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 1 (n)); and
- the determination of employee provisions (refer to Note 1 (t)).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

**(b) Change in accounting policies**

There have been no changes in accounting policies from the previous period.

**(c) Principles of consolidation**

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2017, and their income and expenses for that part of the reporting period in which control existed.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

In the process of preparing consolidated financial statements all material transactions and balances between consolidated entities are eliminated.

No entities are consolidated in these financial statements

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

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**Note 1 Significant accounting policies (cont.)****(d) Committees of management**

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as Special Committees of Management, have been included in this financial report. Any transactions between these entities and the Council have been eliminated in full.

**(e) Accounting for investments in associates***Associates*

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

**(f) Revenue recognition**

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

*Rates and Charges*

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

*Statutory fees and fines*

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

*User fees*

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

*Grants*

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

*Contributions*

Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

*Sale of property, infrastructure, plant and equipment*

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

*Rental*

Rents are recognised as revenue when the payment is due or the payment is received, whichever first occurs. Rental payments received in advance are recognised as a prepayment until they are due.

*Interest*

Interest is recognised as it is earned.

*Dividends*

Dividend revenue is recognised when the Council's right to receive payment is established.

*Other Income*

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 1 Significant accounting policies (cont.)****(g) Fair value measurement**

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1: Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2: Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3: Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

**(h) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

**(i) Trade and other receivables**

*Trade and other receivables*

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

**(j) Other financial assets**

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

**(k) Inventories**

Inventories held for distribution are measured at cost adjusted when applicable for any loss of service potential.

All other inventories, including land held for sale, are measured at the lower of cost and net realisable value.

Where Inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

**(l) Non-current assets classified as held for sale**

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs to sell and are not subject to depreciation. Non-current assets, disposal groups and related liabilities assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

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**Note 1 Significant accounting policies (cont.)****(m) Recognition and measurement of property, infrastructure, plant and equipment***Acquisition*

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in Note 1 (n) have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

*Revaluation*

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 23, Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from two to three years. The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense, in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset, in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

*Land under roads*

Land under roads acquired after 30 June 2008 is brought to account using the fair value basis. Council does not recognise land under roads that it controlled prior to that period in its financial report.

**(n) Depreciation of property, infrastructure, plant and equipment**

Buildings, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 1 Significant accounting policies (cont.)**

(n) Depreciation of property, infrastructure, plant and equipment (cont)	Depreciation Period	Threshold Limit	\$'000
<b>Asset recognition thresholds and depreciation periods</b>			
<b>Property</b>			
<b>Land</b>			
Land	Not applicable	No limit	
Land under roads	Not applicable	No limit	
<b>Buildings</b>			
Buildings	20 to 100 years	1	
<b>Plant and equipment</b>			
Plant and equipment	3 to 10 years	3	
Furniture and fittings	3 to 10 years	1	
Computer equipment	3 to 10 years	1	
Library books	3 to 10 years	1	
Motor vehicles	up to 10 years	3	
Artworks	Not applicable	1	
<b>Infrastructure</b>			
Roads surface	up to 30 years	1	
Road pavement	up to 100 years	1	
Drains	up to 100 years	1	
Footpaths (includes shared footways)	up to 50 years	1	
Kerb and channel	up to 75 years	1	
Bridges	up to 80 years	1	
<i>Other infrastructure</i>			
Street furniture	up to 10 years	10	
Recreational, leisure and community facilities	up to 50 years	5	
Parks, open space and streetscapes	up to 25 years	5	
Playground equipment and other structures	up to 50 years	5	

**(o) Repairs and maintenance**

Routine maintenance, repair costs and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

**(p) Investment property**

Investment property, comprising freehold office complexes, is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the Comprehensive Income Statement in the period that they arise. Rental income from the leasing of investment properties is recognised in the Comprehensive Income Statement on a straight line basis over the lease term.

**(q) Impairment of assets**

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the Comprehensive Income Statement, unless the asset is carried at the revalued amount, in which case the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

**(r) Trust funds and deposits**

Amounts received as deposits and retention amounts controlled by Council are recognised as Trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited (refer to Note 26).

Separate and distinct Trust Funds are maintained for all monies held under Trust Deed arrangements. Trust Funds are classified as current liabilities (refer to Note 26).

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 1 Significant accounting policies (cont.)****(s) Borrowings**

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

*Borrowing costs*

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on borrowings.

**(t) Employee costs and benefits**

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

*Wages and salaries and annual leave*

Liabilities for wages and salaries, including non-monetary benefits and annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

*Long service leave*

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability – unconditional LSL is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value - component that is not expected to be settled within 12 months.
- nominal value - component that is expected to be settled within 12 months.

*Classification of employee costs*

Non-current liability – conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

*Retirement gratuities*

Retirement gratuities were provided to certain employees who were, prior to the formation of Moreland City Council, employed by the City of Brunswick. The liability represents payment amounts calculated on the basis of achieved levels of available sick leave. At balance date, the liability is measured at the present value of estimated future cash flows to be made for this entitlement.

**(u) Leases***Operating leases*

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 1 Significant accounting policies (cont.)****(v) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(w) Financial guarantees**

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet are disclosed at Note 36 Contingent Liabilities and Contingent Assets.

**(x) Contingent assets and contingent liabilities and commitments**

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.

**(y) Rounding**

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

**(z) Pending accounting standards**

The following new AAS's have been issued that are not mandatory for the 30 June 2017 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

*Revenue from contracts with customers (AASB 15) (applies 2018/19)*

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

*Leases (AASB 16) (applies 2019/20)*

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 2 Budget comparison**

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$3 million where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 14 June 2016. The budget was based on assumptions that were relevant at the time of adoption of the budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

**a) Income and Expenditure**

	<b>Budget 2017 \$'000</b>	<b>Actual 2017 \$'000</b>	<b>Variance 2017 \$'000</b>	<b>Ref</b>
<b>Revenue</b>				
Rates and charges	133,594	138,259	4,665	1
Statutory fees and fines	9,305	11,712	2,407	2
User fees	6,405	8,817	2,412	3
Grants - Operating	16,547	19,872	3,325	4
Grants - Capital	2,270	2,075	(195)	
Contributions - cash	6,501	16,574	10,073	5
Contributions - non-monetary assets	-	1,434	1,434	6
Other income	5,594	6,784	1,190	7
<b>Total revenues</b>	<b>180,216</b>	<b>205,527</b>	<b>25,311</b>	
<b>Expenses</b>				
Employee costs	81,816	78,798	3,018	8
Materials and services	50,723	55,571	(4,848)	9
Bad and doubtful debts	1,323	1,502	(179)	10
Depreciation and amortisation	22,654	23,476	(822)	
Finance costs	2,614	2,018	596	11
Other expenses	475	191	284	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	3,345	(3,345)	12
Fair value adjustments for investment property	-	2,807	(2,807)	13
<b>Total expenses</b>	<b>159,605</b>	<b>167,708</b>	<b>(8,103)</b>	
<b>Net surplus (deficit)</b>	<b>20,611</b>	<b>37,818</b>	<b>17,207</b>	
<b>Other comprehensive income</b>				
Net asset revaluation increment	-	-	-	
<b>Comprehensive result</b>	<b>20,611</b>	<b>37,818</b>	<b>17,207</b>	



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

## (i) Explanation of material variations

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
1	Rates and charges	Unanticipated supplementary rate income.
2	Statutory fees and fines	Better than anticipated results in Local Laws, Road Opening and Planning permit revenues.
3	User fees	Registration and Building services fees, Dog Act, Right of Way closures, Waste management services and Court fines had increased activity for the financial year.
4	Grants - Operating	Grants Commission grant instalment relating to 2017/18 was received in advance on 30 June 2016
5	Contributions - cash	Sub-divider contributions and revenue for the Developer Contribution Plan were higher than anticipated due to increased development activities.
6	Contributions - non-monetary assets	This variance is due to the recognition of donated assets from completed developments during the year for which Council has now accepted on-going responsibility.
7	Other income	Higher than budgeted cash contributions have contributed extra funds to invest, leading to higher than anticipated interest revenue on investments.
8	Employee costs	Employee costs are below budget due to vacant positions.
9	Materials and services	The primary reasons for this variance are use of agency staff to fill staff vacancies, higher than budgeted consultancy costs and expenditure originally budgeted as part of the capital program which were actually operating in nature.
10	Bad and doubtful debts	At balance date debtors were assessed for recoverability. As a result the provision increase for Parking debtors was higher than budget.
11	Finance costs	Attributed to lower than anticipated borrowing rates coupled with a conservative budget estimate.
12	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	Some infrastructure assets were disposed with no proceeds.
13	Fair value adjustments for investment property	Market valuations undertaken for Council's investment properties by qualified valuers, resulted in this overall decrease.

**Notes to the Financial Report**  
**For the Year Ended 30 June 2017**

**Note 2 Budget comparison (cont)**

**b) Capital Works**

	<b>Budget 2017 \$'000</b>	<b>Actual 2017 \$'000</b>	<b>Variance 2017 \$'000</b>	<b>Ref</b>
<b>Property</b>				
Land	-	56	(56)	1
<b>Total Land</b>	<b>-</b>	<b>56</b>	<b>(56)</b>	
Buildings	10,976	4,881	6,095	2
<b>Total Buildings</b>	<b>10,976</b>	<b>4,881</b>	<b>6,095</b>	
<b>Total Property</b>	<b>10,976</b>	<b>4,937</b>	<b>6,039</b>	
<b>Plant and Equipment</b>				
Plant, machinery and equipment	1,410	1,187	223	3
Fixtures, fittings and furniture	194	135	59	
Computers and telecommunications	1,073	1,057	16	
Library books	1,004	1,003	1	
<b>Total Plant and Equipment</b>	<b>3,681</b>	<b>3,383</b>	<b>298</b>	
<b>Infrastructure</b>				
Roads	11,139	4,246	6,893	4
Bridges	115	1,452	(1,337)	5
Footpaths and cycleways	1,771	2,580	(809)	6
Drainage	1,090	3,262	(2,172)	7
Other infrastructure	5,811	4,014	1,797	8
<b>Total Infrastructure</b>	<b>19,926</b>	<b>15,554</b>	<b>4,372</b>	
<b>Total Capital Works Expenditure</b>	<b>34,583</b>	<b>23,874</b>	<b>10,709</b>	
<b>Represented by:</b>				
New asset expenditure	6,135	4,627	1,508	9
Asset renewal expenditure	20,022	12,300	7,722	10
Asset expansion expenditure	1,590	463	1,127	11
Asset upgrade expenditure	6,836	6,484	352	
<b>Total Capital Works Expenditure</b>	<b>34,583</b>	<b>23,874</b>	<b>10,709</b>	

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

## (i) Explanation of material variations

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
1	Land	Council undertook an unbudgeted purchase of a parcel of land to increase the level of open space within Moreland.
2	Buildings	Several building projects have been delayed, the completion of the Coburg Child Care Centre, the Pascoe Vale Community Centre and a pavilion at Raeburn Reserve.
3	Plant, machinery and equipment	A portion of the 2017 capital expenditure in fleet occurred in 2016 due to available savings from other programs enabling the program to be brought forward.
4	Roads	Council budget to reconstruct and rehabilitate roads (\$4.5 million of total roads budget). As part of these projects, a significant portion of this expenditure is capitalised as drainage assets.
5	Bridges	A bridge construction project delayed from prior year was completed.
6	Footpaths and cycleways	Council budget to reconstruct and rehabilitate roads (\$4.5 million of total roads budget). As part of these projects, a portion of this expenditure is capitalised as footpath and cycleway assets.
7	Drainage	Council budget to reconstruct and rehabilitate roads (\$4.5 million of total roads budget). As part of these projects, a significant portion of this expenditure is capitalised as drainage assets.
8	Other infrastructure	The City Oval and Fleming Park landscaping works have been delayed and remain in work in progress. A large portion of the other infrastructure expenditure was operational in nature.
9	New asset expenditure	New expenditure on the Craigieburn shared path, Flemming park works and the Pascoe Vale Community Centre were not completed and were delayed or remain in work in progress.
10	Asset renewal expenditure	Assets budgeted for renewal expenditure, including Dawson Street works have not been completed and remain in work in progress
11	Asset expansion expenditure	The budgeted expansion expenditure works, the Coburg Child Care Centre, has been delayed, costs remain in work in progress.

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
<b>Note 3 Rates and charges</b>		
Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the total market value of the land plus buildings and other improvements.		
The valuation base used to calculate general rates for 2016/2017 was \$47.279 billion (2015/2016 \$39.735 billion). The 2016/2017 rate in the CIV dollar was 0.002527 (2015/2016, 0.002923).		
General Rates	121,546	116,904
Supplementary rates and rate adjustments	3,131	2,222
Waste management charge	13,086	11,343
Special rates and charges	496	473
<b>Total rates and charges</b>	<u>138,259</u>	<u>130,942</u>
The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2016 and the valuation was first applied in the rating year commencing 1 July 2016.		
<b>Note 4 Statutory fees and fines</b>		
Infringements and costs	6,227	5,941
PERIN court recoveries	389	300
Town planning fees	2,025	1,153
Land information certificates	171	157
Other fines	749	450
Permits	2,151	2,083
<b>Total statutory fees and fines</b>	<u>11,712</u>	<u>10,083</u>
<b>Note 5 User fees</b>		
Parking	93	231
Aged services fees	2,066	2,039
Registration fees	1,442	1,335
Road occupancy charges	205	215
Building services	564	578
Valuation fees/supplementary charges	393	47
Waste management services	1,074	863
Right of way closures	751	211
Other fees	2,230	2,117
<b>Total user fees</b>	<u>8,817</u>	<u>7,636</u>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017 \$'000	2016 \$'000
<b>Note 6 Grants</b>		
Grants were received in respect of the following:		
<b>Summary of grants</b>		
Commonwealth funded grants	15,654	4,627
State funded grants	6,292	10,608
<b>Total</b>	<b>21,946</b>	<b>15,235</b>
<b>Operating Grants</b>		
<i>Recurrent – Commonwealth Government</i>		
Victorian Grants Commission – general purpose	6,937	2,318
Victorian Grants Commission – local roads	1,357	442
Families and children	622	597
Home help	4,933	-
Food services	570	-
<i>Recurrent – State Government</i>		
Home help	1,993	6,353
Recreation	36	10
Aged care	-	19
Libraries	1,046	1,023
Families and children	1,816	1,516
Food services	62	608
Community health	69	129
Community safety	-	3
Community welfare	359	405
Business and economic services	-	15
<b>Total recurrent operating grants</b>	<b>19,799</b>	<b>13,438</b>
<i>Non-recurrent – State Government</i>		
Environment protection	73	-
<b>Total non-recurrent operating grants</b>	<b>73</b>	<b>-</b>
<b>Total operating grants</b>	<b>19,872</b>	<b>13,438</b>
<b>Capital Grants</b>		
<i>Recurrent – Commonwealth Government</i>		
Roads to recovery	1,235	1,269
<i>Recurrent – State Government</i>		
Community safety	-	115
Buildings	290	-
Recreation	409	10
<b>Total recurrent capital grants</b>	<b>1,934</b>	<b>1,394</b>
<i>Non-recurrent – State Government</i>		
Recreation	81	360
Home Help	35	-
Families and children	25	-
Community safety	-	42
<b>Total Capital Non-recurrent</b>	<b>141</b>	<b>402</b>
<b>Total capital grants</b>	<b>2,075</b>	<b>1,796</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

		2017	2016
		\$'000	\$'000
<b>Note 6</b>	<b>Grants (cont.)</b>		
	<b>Conditions on grants</b>		
	Balance at start of year	825	898
	Received during the financial year and remained unspent at balance date	1,157	825
	Received in prior years and spent during the financial year	(744)	(898)
	<b>Balance at year end</b>	<b>1,238</b>	<b>825</b>
<b>Note 7</b>	<b>Contributions</b>		
	Monetary	16,574	16,668
	Non-monetary	1,434	6,425
	<b>Total contributions</b>	<b>18,008</b>	<b>23,093</b>
	<i>Contributions of non monetary assets were received in relation to the following asset classes.</i>		
	Land under roads	372	1,476
	Infrastructure	1,062	4,949
		<b>1,434</b>	<b>6,425</b>
<b>Note 8</b>	<b>Net loss on disposal of property, infrastructure, plant and equipment</b>		
	Proceeds of sale	3,476	3,134
	Write down value of assets disposed	(6,821)	(10,503)
	<b>Total</b>	<b>(3,345)</b>	<b>(7,369)</b>
<b>Note 9</b>	<b>Other income</b>		
	Interest	2,935	2,277
	Investment property rental	525	402
	Other rent	2,009	1,899
	Sale of non plant and equipment	88	125
	Legal costs reimbursed	180	263
	Payroll reimbursements	135	138
	Other	912	951
	<b>Total other income</b>	<b>6,784</b>	<b>6,055</b>
<b>Note 10 (a)</b>	<b>Employee costs</b>		
	Wages and salaries	61,006	58,228
	Workcover	2,105	1,829
	Casual staff	446	402
	Annual leave and long service leave	6,955	7,007
	Superannuation	6,164	6,027
	Fringe benefits tax	137	164
	Other	1,987	2,156
	<b>Total employee costs</b>	<b>78,798</b>	<b>75,813</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017 \$'000	2016 \$'000
<b>Note 10 (b) Superannuation</b>		
Council made contributions to the following funds:		
<b>Defined benefit fund</b>		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	713	781
Employer contributions - other funds	-	-
	<b>713</b>	<b>781</b>
Employer contributions payable at reporting date.		
	-	-
<b>Accumulation funds</b>		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	3,556	3,520
Employer contributions - other funds	1,872	1,625
	<b>5,429</b>	<b>5,146</b>
Employer contributions payable at reporting date.		
	554	542
<b>Note 11 Materials and services</b>		
Utilities	2,920	4,062
Contractors	11,897	12,845
Works contracts	99	66
General services	26,219	24,782
Office services and supplies	5,186	5,631
Other supplies	2,369	2,394
Materials	243	300
Minor equipment and medical supplies	1,092	1,170
Other related costs	1,940	2,228
Property leases and rentals	1,018	998
Fire Services Property Levy	163	309
Council grants and sponsorships	1,428	2,756
Insurance	999	1,429
<b>Total materials and services</b>	<b>55,571</b>	<b>58,971</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017 \$'000	2016 \$'000
<b>Note 12</b>		
<b>Bad and doubtful debts</b>		
Parking fine debtors	1,542	1,193
Other debtors	(40)	451
<b>Total bad and doubtful debts</b>	<b>1,502</b>	<b>1,644</b>
<b>Note 13</b>		
<b>Depreciation</b>		
Property	3,852	4,422
Plant and Equipment	3,263	3,542
Infrastructure	16,361	15,666
<b>Total depreciation</b>	<b>23,476</b>	<b>23,630</b>
<i>Refer to note 23 for a more detailed breakdown of depreciation</i>		
<b>Note 14</b>		
<b>Borrowing costs</b>		
Interest - Borrowings	2,018	1,943
<b>Total borrowing costs</b>	<b>2,018</b>	<b>1,943</b>
<b>Note 15</b>		
<b>Other expenses</b>		
Auditors' remuneration	82	69
Auditors' remuneration - Internal	106	-
Councillors' allowances	3	7
<b>Total other expenses</b>	<b>191</b>	<b>76</b>
<b>Note 16</b>		
<b>Unlisted Shares</b>		
Shares in MAPS Group Ltd	2	2
	<b>2</b>	<b>2</b>
Unlisted shares in the MAPS Group Limited are valued at cost. Dividends are recognised when they accrue.		
<b>Note 17</b>		
<b>Cash and cash equivalents</b>		
Cash on hand	7	7
Cash at bank	1,956	1,999
Term Deposits (maturity < 90 days)	47,500	41,600
<b>Total cash and cash equivalents</b>	<b>49,462</b>	<b>43,605</b>
Term Deposits (maturity > 90 days) (See Note 19)	59,700	24,000
<b>Total cash and cash equivalents and other financial assets</b>	<b>109,162</b>	<b>67,605</b>
Council's cash and cash equivalents and other financial assets are subject to external restrictions that limit amounts available for discretionary use. These include:		
Trust funds and deposits (Note 26)	3,096	1,669
<b>Total restricted funds</b>	<b>3,096</b>	<b>1,669</b>
<b>Total unrestricted cash and cash equivalents and other financial assets</b>	<b>106,066</b>	<b>65,936</b>
<b>Intended allocations</b>		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
Restricted Reserves (Note 29)	36,472	24,419
<b>Total funds subject to intended allocations</b>	<b>36,472</b>	<b>24,419</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

		2017	2016
		\$'000	\$'000
<b>Note 18</b>	<b>Trade and other receivables</b>		
	<i>Current</i>		
	Rates debtors	12,444	12,670
	Parking infringement debtors	7,080	5,418
	Provision for doubtful debts - parking infringements	(4,677)	(3,135)
	Other debtors	4,648	3,930
	Provision for doubtful debts - other debtors	(1,474)	(1,529)
	Fire Services Property Levy debtors	2,352	1,445
	Net GST receivable	1,690	1,398
	<b>Total trade and other receivables</b>	<b>22,061</b>	<b>20,196</b>
	<b>a) Ageing of Receivables</b>		
	At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's trade & other receivables (excluding statutory receivables) was:		
	Current (not yet due)	1,086	1,037
	Past due by up to 30 days	639	607
	Past due between 31 and 180 days	1,197	505
	Past due between 181 and 365 days	73	34
	Past due by more than 1 year	178	218
	<b>Total trade &amp; other receivables</b>	<b>3,173</b>	<b>2,401</b>
	<b>b) Movement in provisions for doubtful debts</b>		
	Balance at the beginning of the year	1,529	1,084
	New Provisions recognised during the year	(41)	451
	Amounts already provided for and written off as uncollectable	14	6
	Amounts provided for but recovered during the year	(29)	(12)
	<b>Balance at end of year</b>	<b>1,474</b>	<b>1,529</b>
	<b>c) Ageing of individually impaired Receivables</b>		
	At balance date, other debtors representing financial assets with a nominal value of \$1,474,340 (2016: \$1,529,140) were impaired. The amount of the provision raised against these debtors was \$1,474,340 (2016: \$1,529,140). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.		
	The ageing of receivables that have been individually determined as impaired at reporting date was:		
	Current (not yet due)	-	-
	Past due by up to 30 days	-	-
	Past due between 31 and 180 days	128	468
	Past due between 181 and 365 days	264	205
	Past due by more than 1 year	1,082	856
	<b>Total trade &amp; other receivables</b>	<b>1,474</b>	<b>1,529</b>
<b>Note 19</b>	<b>Other financial assets</b>		
	<i>Current</i>		
	Term Deposits	59,700	24,000
	<b>Total</b>	<b>59,700</b>	<b>24,000</b>
<b>Note 20</b>	<b>Inventories</b>		
	Inventories held for distribution	179	146
	<b>Total inventories</b>	<b>179</b>	<b>146</b>
<b>Note 21</b>	<b>Non-current assets classified as held for sale</b>		
	Balance at beginning of financial year	2,608	2,008
	Transfers to / (from) assets held for sale	(2,008)	600
	<b>Total Non-current assets classified as held for sale</b>	<b>600</b>	<b>2,608</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

<b>Note 22 Other assets</b>		<b>2017</b>	<b>2016</b>
		<b>\$'000</b>	<b>\$'000</b>
<i>Current</i>			
Prepayments		765	-
Accrued income		272	166
Other		5	5
<b>Total</b>		<b>1,042</b>	<b>171</b>
<i>Non-current</i>			
Prepayments		2,126	-
<b>Total</b>		<b>2,126</b>	<b>-</b>

**Summary of property, infrastructure, plant and equipment**

	At Fair Value 2016	Acquisitions	Contributions	Found Assets	Depreciation	Disposal	Transfers	At Fair Value 2017
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	1,194,903	428	-	-	-	(1,846)	1,846	1,195,331
Buildings	162,944	4,829	-	-	(3,852)	(3,767)	(369)	159,785
Plant and Equipment	13,317	3,383	-	-	(3,263)	(83)	-	13,354
Infrastructure	480,173	14,419	2,461	4,085	(16,361)	(5,038)	531	480,269
Work in progress	11,191	31,897	-	-	-	(1,765)	(23,874)	17,449
<b>Total</b>	<b>1,862,529</b>	<b>54,955</b>	<b>2,461</b>	<b>4,085</b>	<b>(23,476)</b>	<b>(12,499)</b>	<b>(21,866)</b>	<b>1,866,188</b>

Derecognition of assets and impairments are included in the disposal amount.

**Summary of Work in Progress**

	Opening WIP	Additions	Transfers	Write Offs	Closing WIP
	\$'000	\$'000	\$'000	\$'000	\$'000
Property	6,163	11,923	(4,937)	(383)	12,766
Plant and Equipment	138	4,714	(3,383)	(353)	1,117
Infrastructure	4,890	15,259	(15,554)	(1,029)	3,566
<b>Total</b>	<b>11,191</b>	<b>31,897</b>	<b>(23,874)</b>	<b>(1,765)</b>	<b>17,449</b>



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 23 Property, infrastructure, plant and equipment (cont.)**

<b>Land and Buildings</b>	<b>Land - specialised \$'000</b>	<b>Land - non specialised \$'000</b>	<b>Land Under Roads \$'000</b>	<b>Total Land \$'000</b>	<b>Buildings - specialised \$'000</b>	<b>Buildings - specialised \$'000</b>	<b>Buildings - non specialised \$'000</b>	<b>Total Buildings \$'000</b>	<b>Work In Progress \$'000</b>	<b>Total Property \$'000</b>
At fair value 1 July 2016	968,014	223,419	3,470	1,194,903	162,959	-	-	162,959	6,163	1,364,025
Accumulated depreciation at 1 July 2016	-	-	-	-	(15)	-	-	(15)	-	(15)
	968,014	223,419	3,470	1,194,903	162,944	-	-	162,944	6,163	1,364,010
<b>Movements in fair value</b>										
Acquisition of assets at fair value	-	56	372	428	4,829	-	-	4,829	11,923	17,181
Fair value of assets disposed	-	(1,846)	-	(1,846)	(183)	-	-	(183)	-	(2,029)
Derecognition of assets	-	-	-	-	(3,605)	-	-	(3,605)	-	(3,605)
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	(383)	(383)
Transfers	-	1,846	-	1,846	(348)	-	-	(348)	(4,937)	(3,440)
	-	56	372	428	693	-	-	693	6,603	7,725
<b>Movements in accumulated depreciation</b>										
Depreciation and amortisation	-	-	-	-	(3,852)	-	-	(3,852)	-	(3,852)
Accumulated depreciation of disposals	-	-	-	-	21	-	-	21	-	21
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	(21)	-	-	(21)	-	(21)
	-	-	-	-	(3,852)	-	-	(3,852)	-	(3,852)
At fair value 30 June 2017	968,014	223,475	3,842	1,195,331	163,652	-	-	163,652	12,766	1,371,749
Accumulated depreciation at 30 June 2017	-	-	-	-	(3,867)	-	-	(3,867)	-	(3,867)
	968,014	223,475	3,842	1,195,331	159,785	-	-	159,785	12,766	1,367,882

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 23 Property, infrastructure, plant and equipment (cont.)**

<b>Plant and Equipment</b>	<b>Motor Vehicles</b>	<b>Plant and equipment</b>	<b>Furniture and fittings</b>	<b>Computer equipment</b>	<b>Library books</b>	<b>Artwork</b>	<b>Plant and equipment</b>	<b>Work In Progress</b>	<b>total plant and equipment</b>
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2016	16,298	4,436	2,021	18,908	14,385	773	56,821	138	56,959
Accumulated depreciation at 1 July 2016	(11,087)	(3,139)	(1,661)	(17,743)	(9,873)	-	(43,504)	-	(43,504)
	5,211	1,298	360	1,164	4,511	773	13,317	138	13,455
<b>Movements in fair value</b>									
Acquisition of assets at fair value	936	215	135	1,057	1,003	36	3,383	4,714	8,097
Fair value of assets disposed	(1,538)	(83)	-	-	-	-	(1,621)	-	(1,621)
Impairment losses recognised in operating result	-	-	-	-	-	-	-	(353)	(353)
Transfers	21	(21)	-	-	-	-	-	(3,383)	(3,383)
	(581)	111	135	1,057	1,003	36	1,762	978	2,740
<b>Movements in accumulated depreciation</b>									
Depreciation and amortisation	(1,351)	(255)	(69)	(739)	(850)	-	(3,263)	-	(3,263)
Accumulated depreciation revaluation reversal	-	-	-	-	-	-	-	-	-
Accumulated depreciation of disposals	1,495	43	-	-	-	-	1,538	-	1,538
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
	144	(211)	(69)	(739)	(850)	-	(1,725)	-	(1,725)
At fair value 30 June 2017	15,717	4,548	2,156	19,965	15,388	809	58,583	1,117	59,699
Accumulated depreciation at 30 June 2017	(10,944)	(3,350)	(1,730)	(18,482)	(10,723)	-	(45,229)	-	(45,229)
	4,773	1,198	426	1,483	4,665	809	13,354	1,117	14,471

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 23 Property, infrastructure, plant and equipment (cont.)**

<b>Infrastructure</b>	Road Surface \$'000	Road pavement \$'000	Drainage \$'000	footpaths \$'000	kerb and channel \$'000	Bridges/retaining walls \$'000	Other Infrastructure \$'000	Work In Progress \$'000	Total Infrastructure \$'000
At fair value 1 July 2016	77,489	283,679	145,189	101,224	86,324	22,364	110,095	4,890	831,256
Accumulated depreciation at 1 July 2016	(16,261)	(131,406)	(53,927)	(51,427)	(44,259)	(6,442)	(42,470)	-	(346,192)
	61,228	152,273	91,262	49,797	42,065	15,922	67,625	4,890	485,064
<b>Movements in fair value</b>									
Acquisition of assets at fair value	1,669	3,184	4,050	2,655	941	1,452	3,535	15,259	32,745
Recognition of previously unrecognised assets	3	21	793	25	17	-	5,277	-	6,135
Derecognition of assets	-	(39)	(274)	(79)	(13)	-	(1,047)	-	(1,452)
Fair value of assets disposed	(1,242)	(1,574)	(638)	(570)	(660)	(139)	(2,410)	-	(7,233)
Impairment losses recognised in operating result	-	-	-	-	-	(42)	-	(1,029)	(1,071)
Transfers	-	-	147	415	22	-	(52)	(15,554)	(15,023)
	430	1,591	4,078	2,446	308	1,271	5,303	(1,324)	14,102
<b>Movements in accumulated depreciation</b>									
Depreciation and amortisation	(2,363)	(2,795)	(1,501)	(2,880)	(1,320)	(382)	(5,120)	-	(16,361)
Recognition of previously unrecognised assets	(1)	-	(303)	(12)	(14)	-	(2,327)	-	(2,657)
Derecognition of assets	-	16	79	23	0	-	540	-	658
Accumulated depreciation of disposals	344	992	263	300	460	49	622	-	3,030
Transfers	-	-	-	(15)	-	-	15	-	-
	(2,020)	(1,786)	(1,462)	(2,585)	(874)	(333)	(6,270)	-	(15,330)
At fair value 30 June 2017	77,919	285,270	149,267	103,670	86,632	23,635	115,398	3,566	845,358
Accumulated depreciation at 30 June 2017	(18,281)	(133,192)	(55,389)	(54,012)	(45,133)	(6,775)	(48,740)	-	(361,522)
	59,638	152,078	93,878	49,658	41,499	16,860	66,658	3,566	483,835

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 23 Property, infrastructure, plant and equipment (cont.)**

*Valuation of land and buildings*

A revaluation is necessary when the fair value of each revalued class of asset differs materially from its carrying amount at balance date. Mr. Stephen Davy AAPI, a certified practicing valuer of Opteon Property Group, has completed a review of the carrying amount of land and building assets as at 30 June 2017. The valuation of buildings is at fair value based on current replacement cost less accumulated depreciation at the date of valuation. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. All freehold land reserved for public open space is valued at a discount of 20 percent to market value based on legal precedents. The review methodology included analysis of recent land and building sales to determine the movement in values as displayed by the market. Council has accepted the review guidance of the valuer, which concluded that the movement in value of Council Land and Building Assets since the last valuation undertaken at 30 June 2016 is not material.

*Valuation of land under roads*

Land under roads is valued at fair value. Fair value is based on Council valuations for land under roads in existence at the date acquired for subsequent acquisitions using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council in its policy on land under roads has agreed not to bring to account the value of Land Under Roads in existence prior to 30 June 2008.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Land - Non Specialised	-	223,475	-
Land - Specialised	-	-	968,014
Land under roads	-	-	3,842
Buildings	-	-	159,785
Total	-	223,475	1,131,641

No transfers between levels occurred during the year.

*Valuation of infrastructure*

Fair value assessments have been performed at 30 June 2017 for Infrastructure. This assessment demonstrated that fair value was materially similar to carrying value, and therefore a full revaluation was not required this year. The next scheduled full revaluation for this purpose will be conducted in 2018/19.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure assets and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Roads	-	-	211,716
Bridges	-	-	16,860
Drains	-	-	93,878
Footpaths	-	-	49,658
Kerb & Channel	-	-	41,499
Other Structures	-	-	66,658
Total	-	-	480,269

No transfers between levels occurred during the year.

*Description of significant unobservable inputs into level 3 valuations*

*Specialised land and land under roads*

The market based direct comparison method is used for specialised land although is adjusted to reflect the specialised nature of the assets being valued. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5 per cent and 95 per cent. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$10 and \$3,546 per square metre.

*Specialised buildings*

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$15 to \$30,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 1 year to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 23 Property, infrastructure, plant and equipment (cont.)**

*Infrastructure assets*

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 4 years to 99 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2017	2016
	\$'000	\$'000
<b>Reconciliation of specialised land</b>		
Land under roads	3,842	3,470
Parks and reserves	968,014	968,014
Total specialised land	<b>971,856</b>	<b>971,484</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017	2016
	\$'000	\$'000
<b>Note 24 Investment property</b>		
Balance at beginning of financial year	28,730	29,809
Acquisitions	52	-
Fair value adjustments	(2,807)	(1,079)
<b>Balance at end of financial year</b>	<u>25,975</u>	<u>28,730</u>

*Valuation of investment property*

Independent valuations of investment properties were performed at 30 June 2017 by Mr. Joshua Fulton AAPI, Glenn Boyd AAPI & John O'Grady AAPI, all certified practicing valuers of Opteon Property Group, who have recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property.

**Note 25 Trade and other payables**

*Current*

Trade payables	9,165	6,921
Accrued expenses	11,524	9,409
<b>Total trade and other payables</b>	<u>20,689</u>	<u>16,329</u>

**Note 26 Trust funds and deposits**

Refundable deposits	824	422
Trust funds	641	631
Retention amounts	412	389
Fire services levy	1,084	134
Other refundable deposits	135	93
<b>Total trust funds and deposits</b>	<u>3,096</u>	<u>1,669</u>

Council currently maintains separate and distinct Trust Funds for the Gavin Environment Trust, the Blackburn Bequest Trust and the Inner Circle Linear Trust. These funds are held and administered in accordance with the Trust Deed arrangements.

Refundable deposits – deposits are taken by Council as a form of surety in a number of circumstances, including in relation to building works, contract deposits and the use of civic facilities.

Fire Service Levy – Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State Government in line with that process.

Retention Amounts – Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 27 Provisions**

	Annual leave	Long service leave	Service Gratuity	Other	Total
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>2017</b>					
Balance at beginning of the financial year	5,513	13,636	24	33	19,206
Additional provisions	5,674	1,478	0	-	7,153
Amounts used	(4,802)	(1,757)	(9)	-	(6,568)
Increase (decrease) in the discounted amount arising because of time and the effect of any change in the discount rate	(10)	(4)	-	-	(13)
Balance at the end of the financial year	<b>6,376</b>	<b>13,353</b>	<b>16</b>	<b>33</b>	<b>19,778</b>
<b>2016</b>					
Balance at beginning of the financial year	5,306	12,763	30	33	18,132
Additional provisions	4,819	2,443	0	-	7,262
Amounts used	(4,629)	(1,592)	(6)	-	(6,227)
Increase (decrease) in the discounted amount arising because of time and the effect of any change in the discount rate	17	23	-	-	40
Balance at the end of the financial year	<b>5,513</b>	<b>13,636</b>	<b>24</b>	<b>33</b>	<b>19,206</b>
				<b>2017</b>	<b>2016</b>
				<b>\$'000</b>	<b>\$'000</b>
<b>(a) Employee provisions</b>					
<b>Current provisions expected to be settled within 12 months</b>					
Annual leave				5,538	4,795
Long service leave				1,693	1,700
				<b>7,231</b>	<b>6,495</b>
<b>Current provisions expected to be settled after 12 months</b>					
Annual leave				838	718
Long service leave				10,372	10,525
Service gratuity				16	24
Other				33	33
				<b>11,259</b>	<b>11,300</b>
Total Current provisions				<b>18,490</b>	<b>17,794</b>
<b>Non-current</b>					
Long service leave				1,288	1,411
				<b>1,288</b>	<b>1,411</b>
Aggregate carrying amount of employee provisions:					
Current				18,490	17,794
Non-current				1,288	1,411
				<b>19,778</b>	<b>19,206</b>



Notes to the Financial Report  
For the Year Ended 30 June 2017

**Note 28 Interest-bearing loans and borrowings**

	2017 \$'000	2016 \$'000
<b>Current</b>		
Borrowings - secured (1)	7,566	1,661
	<b>7,566</b>	<b>1,661</b>
<b>Non-current</b>		
Borrowings - secured (1)	39,661	47,236
	<b>47,227</b>	<b>48,897</b>

(1) Borrowings are secured by Council's general rate income.

The maturity profile for Council's borrowings is:

Not later than one year	7,566	1,661
Later than one year and not later than five years	23,491	30,118
Later than five years	16,170	17,117
<b>Total</b>	<b>47,227</b>	<b>48,897</b>

Aggregate carrying amount of interest-bearing loans and borrowings:

Current	7,566	1,661
Non-current	39,661	47,236
<b>Total interest-bearing loans and borrowings</b>	<b>47,227</b>	<b>48,897</b>



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 29 Reserves**

	Balance at beginning of reporting period	Increment (decrement)	Share of increment (decrement) on revaluation by an associate	Balance at end of reporting period
(a) Asset revaluation reserves	\$'000	\$'000	\$'000	\$'000
<b>2017</b>				
<b>Property</b>				
Land	950,215	-	-	950,215
Buildings	68,307	-	-	68,307
	<b>1,018,522</b>	<b>-</b>	<b>-</b>	<b>1,018,522</b>
<b>Infrastructure</b>				
Road surface	62,783	-	-	62,783
Road pavement	96,429	-	-	96,429
Bridges	12,224	-	-	12,224
Footpaths	30,470	-	-	30,470
Drainage	53,771	-	-	53,771
Kerb and channel	27,746	-	-	27,746
Other structures	52,274	-	-	52,274
	<b>335,697</b>	<b>-</b>	<b>-</b>	<b>335,697</b>
<b>Total asset revaluation reserves</b>	<b>1,354,219</b>	<b>-</b>	<b>-</b>	<b>1,354,219</b>
<b>2016</b>				
<b>Property</b>				
Land	700,825	249,390	-	950,215
Buildings	76,346	(8,039)	-	68,307
	<b>777,171</b>	<b>241,351</b>	<b>-</b>	<b>1,018,522</b>
<b>Infrastructure</b>				
Road surface	42,165	20,618	-	62,783
Road pavement	118,231	(21,801)	-	96,429
Bridges	9,332	2,892	-	12,224
Footpaths	31,929	(1,459)	-	30,470
Drainage	47,589	6,182	-	53,771
Kerb and channel	14,729	13,017	-	27,746
Other structures	32,139	20,135	-	52,274
	<b>296,112</b>	<b>39,585</b>	<b>-</b>	<b>335,697</b>
<b>Total asset revaluation reserves</b>	<b>1,073,283</b>	<b>280,936</b>	<b>-</b>	<b>1,354,219</b>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 29 Reserves (cont.)**

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
(b) Other reserves	\$'000	\$'000	\$'000	\$'000
<b>2017</b>				
Public resort and recreation land fund (Restricted)	24,860	12,352	(730)	36,482
Housing strategy	720	50	-	770
Moonee ponds creek development	127	-	(50)	77
Leisure centre development reserve	2,787	407	(138)	3,056
Moreland Defined Benefit Reserve	-	3,811	-	3,811
Landfill Reserve	411	-	(411)	-
Merlynston Progress Hall	-	400	-	400
Oak Park SAC Redevelopment	9,609	4,223	(2,365)	11,467
Wheatsheaf Rd Precinct	500	-	(85)	415
Saxon St Precinct	500	-	(152)	348
PVCC on Robinson Res	-	3,218	(1,953)	1,265
Local Government Funding Vehicle reserve	-	682	-	682
Developer Contribution Plan Reserve (Restricted)	(441)	2,032	(1,601)	(10)
<b>Total Other reserves</b>	<b>39,073</b>	<b>27,176</b>	<b>(7,485)</b>	<b>58,763</b>
<b>2016</b>				
Public resort and recreation land fund (Restricted)	11,942	13,839	(921)	24,860
Housing strategy	613	107	-	720
Moonee ponds creek development	180	-	(53)	127
Leisure centre development reserve	2,130	670	(12)	2,787
Moreland Land & Property Reserve	849	-	(849)	-
Landfill Reserve	1,041	-	(630)	411
Animal Management Services	1,900	-	(1,900)	-
Oak Park SAC Redevelopment	-	9,609	-	9,609
Wheatsheaf Rd Precinct	-	500	-	500
Saxon St Precinct	-	500	-	500
Developer Contribution Plan Reserve (Restricted)	-	1,111	(1,552)	(441)
<b>Total Other reserves</b>	<b>18,654</b>	<b>26,335</b>	<b>(5,917)</b>	<b>39,073</b>

The Public Resort and Recreation Land Fund accumulates developers contributions paid to Council and is used to provide or improve recreation land and facilities.

The Housing Strategy provides funds for the purchase of community housing projects along with other housing initiatives.

The Moonee Ponds Creek Development provides funds for the revitalisation of the Moonee Ponds Creek required because of freeway and CityLink works.

The Moreland Land and Property Reserve represents surplus cash from land and property sales to enable the purchase of strategic land and property assets.

The Landfill Reserve represents unused landfill expenditure budget that Council will use for future waste related initiatives.

The Oak Park SAC Redevelopment Reserve accumulates funds set aside to be used in the complete redevelopment of the Oak Park facility.

The Animal Management Services Reserve provides funds for the contribution to the development of an animal shelter.

The Leisure Centre Development Reserve accumulates funds from the savings derived from the outsourcing of the leisure centre facilities. These funds are and will continue to be used to maintain and upgrade these facilities.

The Wheatsheaf Road Precinct Reserve accumulates funds to be used in the development of the former primary school in Wheatsheaf Road.

The Saxon Street precinct reserves accumulates funds to be used to redevelop the former school site located at Saxon Street in Brunswick.

The PVCC on Robinson Reserve accumulates funds to be used to build the Pascoe Vale Community Centre at Robinson reserve.

The Local Government Funding Vehicle reserve accumulates funds to be used to reduce the LGFV bonds held by Council.

The Developers Contribution Plan Reserve (DCP) accumulates developers funds paid to Council in respect of developments within particular Plan areas and is used to contribute towards payment of a ten year Capital works program with each of the twelve DCP areas.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017	2016
	\$'000	\$'000
<b>Note 30 Reconciliation of cash flows from operating activities to surplus</b>		
Surplus for the year	37,818	22,519
Depreciation	23,476	23,630
(Profit)/loss on disposal of property, infrastructure, plant and equipment	3,345	7,369
Fair value adjustments for investment property	2,807	1,079
Contributions - Non-monetary assets	(1,434)	(6,425)
Other	2,362	-
Finance costs	2,018	1,943
<i>Change in assets and liabilities:</i>		
(Increase)/decrease in trade and other receivables	(1,865)	(1,616)
(Increase) / decrease in prepayments	(2,891)	-
(Increase)/decrease in accrued income	(106)	(104)
Increase/(decrease) in trade and other payables	4,360	154
(Increase)/decrease in inventories	(33)	76
(Decrease)/increase in trust funds	1,427	124
(Decrease)/increase in provisions	572	1,074
<b>Net cash provided by operating activities</b>	<b>71,856</b>	<b>49,823</b>
<b>Note 31 Reconciliation of cash and cash equivalents</b>		
Cash and cash equivalents (see Note 17)	49,462	43,605
<b>Total reconciliation of cash and cash equivalents</b>	<b>49,462</b>	<b>43,605</b>
<b>Note 32 Financing arrangements</b>		
Bank overdraft	4,000	4,000
Credit card facilities	467	183
<b>Total facilities</b>	<b>4,467</b>	<b>4,183</b>
Used facilities	54	32
<b>Unused facilities</b>	<b>4,413</b>	<b>4,151</b>

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 33 Commitments**

The Council has entered into the following commitments

2017	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating</b>					
Garbage collection	429	884	456	-	1,769
Administration	430	460	230	-	1,120
Leisure centres	490	-	-	-	490
IT systems support	1,198	1,981	455	-	3,633
Social services	435	128	-	-	563
Consultancies	207	-	-	-	207
Libraries	92	-	-	-	92
Environmental Operations	637	1,099	-	-	1,737
Street cleansing	1,072	2,592	1,313	-	4,977
<b>Total</b>	<b>4,991</b>	<b>7,144</b>	<b>2,453</b>	<b>-</b>	<b>14,588</b>
<b>Capital</b>					
Works	1,259	132	-	-	1,391
<b>Total</b>	<b>1,259</b>	<b>132</b>	<b>-</b>	<b>-</b>	<b>1,391</b>
2016	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating</b>					
Garbage collection					
	4,440	3,554	342	-	8,335
Administration	1,008	286	-	-	1,294
Cleaning contracts for Council buildings	771	-	-	-	771
Leisure centres	786	694	-	-	1,480
IT systems support	1,911	1,816	142	-	3,869
Recycling	3,464	9,565	-	-	13,029
Social services	427	530	-	-	957
Consultancies	245	179	-	-	425
Libraries	22	-	-	-	22
Street cleansing	1,097	1,232	-	-	2,329
<b>Total</b>	<b>14,171</b>	<b>17,856</b>	<b>484</b>	<b>-</b>	<b>32,511</b>
<b>Capital</b>					
Consultancies	386	474	-	-	860
Works	7,203	658	-	-	7,860
<b>Total</b>	<b>7,589</b>	<b>1,131</b>	<b>-</b>	<b>-</b>	<b>8,720</b>

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

	2017	2016
	\$'000	\$'000
<b>Note 34 Operating leases</b>		
<b>(a) Operating lease commitments</b>		
At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	370	929
Later than one year and not later than five years	-	293
Later than five years	-	-
	370	1,222
<b>(b) Operating lease receivables</b>		
The Council has entered into commercial property leases on its investment property, consisting of surplus freehold office and/or retail complexes. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.		
Future minimum rentals receivable under non-cancellable operating leases are as follows:		
Not later than one year	1,681	1,769
Later than one year and not later than five years	5,870	5,844
Later than five years	16,767	17,962
	24,318	25,574
<b>Note 35 Superannuation</b>		

Moreland City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are due. The Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently.

*Accumulation*

The Fund's accumulation category, Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (9.5 per cent required under Superannuation Guarantee Legislation, (2015/16, 9.5 per cent)).

*Defined Benefit Plan*

Moreland City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Moreland City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 35 Superannuation (cont)***Funding arrangements*

Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

The Fund's latest actuarial investigation was held as at 30 June 2016 and it was determined that the vested benefit index (VBI) of the defined benefit category of which Council is a contributing employer was 102.0%.

To determine the VBI, the fund Actuary used the following long-term assumptions.

Net Investment Return	7.0% p.a.
Salary Inflation	4.25% p.a.
Price Inflation (CPI)	2.5% p.a.

Vision Super has advised that the estimated VBI at 30 June 2017 was 103.1%

The VBI is to be used as the primary funding indicator. Because the VBI was above 100 per cent, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

*Employer contributions**Regular contributions*

On the basis of the results of the most recent full actuarial investigation conducted by the Fund's Actuary as at 30 June 2016, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2017, this rate was 9.5 per cent of members' salaries. (2015/16, 9.5 per cent) This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

*Funding calls*

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97 per cent.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 35 Superannuation (cont)***The 2016 interim actuarial investigation surplus amounts*

The Fund's interim actuarial investigation as at 30 June 2016 identified the following in the defined benefit category of which Council is a contributing employer:

- A VBI surplus of \$40.3 million; and
- A total service liability surplus of \$156 million.

The VBI surplus means that the market value of the Fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2016.

The total service liability surplus means that the current value of the assets in the Fund's defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

Council was notified of the 30 June 2016 VBI during August 2016.

*The 2017 full triennial actuarial investigation*

A full actuarial investigation is being conducted for the Fund's position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

*Future superannuation contributions*

In addition to the disclosed contributions, Council has paid unfunded liability payments to Vision Super totalling zero (2015/16 zero). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2017. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2018 are \$0.7m.

**Note 36 Contingent liabilities and contingent assets****Contingent liabilities**

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund, matters relating to this potential obligation are outlined in Note 35. As a result of the increased volatility in financial markets the likelihood of making such contributions in future periods has increased. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

The Council is presently involved in several confidential legal matters, which are being conducted through Council's solicitors. As these matters are yet to be finalised, and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.

	2017	2016
	\$'000	\$'000
<b>Guarantees for loans to other entities</b>	-	-

**Contingent assets**

As at 30 June 2017 there were no Contingent Assets identified by Council. (2016 Nil)

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

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**Note 37 Financial Instruments****(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

**(b) Market risk**

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

**Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long-term loans and borrowings at fixed rates which exposes us to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Our loan borrowings are sourced from major Australian banks by a tender process or the issuing of bonds by the Local Government Funding Vehicle. Finance leases are sourced from major Australian financial institutions. Overdrafts are arranged with major Australian banks. We manage interest rate risk on our net debt portfolio by:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

**(c) Credit Risk**

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;
- we may require collateral where appropriate; and
- we only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

There are no material financial assets which are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 35.



**Notes to the Financial Report  
For the Year Ended 30 June 2017**

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**Note 37 Financial Instruments (cont)****(c) Credit Risk (cont)**

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

**(d) Liquidity risk**

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or we will not have sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks we:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 35, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 28.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value

**(e) Fair value**

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value

*Fair value hierarchy*

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

**(f) Sensitivity disclosure analysis**

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1% and -1% in market interest rates (AUD) from year-end rates of 2.77%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

**Note 38 Events occurring after balance date**

No matters have occurred after balance date that require disclosure in the financial report.

**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 39 Related party disclosures****(i) Related Parties****(ii) Key Management Personnel**

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

**Councillors**

Councillor Helen Davidson (Mayor 14/11/16 to current)	Councillor Lambros Tapinos
Councillor Samantha Ratnam (Mayor from 1/7/16 to 14/11/16, Deputy Mayor from 14/11/16 to current)	
Councillor Oscar Yildiz	Councillor John Kavanagh
Councillor Sue Bolton	

**Councillors after 7 November 2016:**

Councillor Natalie Abboud	Councillor Annalivia Carli Hannan
Councillor Ali Infanli	Councillor Dale Martin
Councillor Mark Riley	

**Councillors prior to 7 November 2016:**

Councillor Lita Gillies (Deputy Mayor from 1/7/16 to 7/11/16)	Councillor Lenka Thompson
Councillor Rob Thompson	Councillor Michael Teli
Councillor Meghan Hopper	

**Chief Executive Officer and other Key Management Personnel**

Chief Executive Officer	Nerina Di Lorenzo	Director Social Development	Arden Joesph
Director Corporate Services	James Scott	Director City Infrastructure	Grant Thorne
Director Planning and Economic Development	Kirsten Coster	Chief Finance Officer	Elizabeth Rowland
Chief Information Officer	Hans Wolf	Executive Manager	Anita Craven
Manager Governance & Property	Olivia Wright	Manager City Strategy & Design	Suzana Vujcovic
Group Manager City Development	Phillip Priest		

2017

No.

**Total Number of Councillors**

16

**Chief Executive Officer and other Key Management Personnel**

11

**(iii) Remuneration of Key Management Personnel**

2017

\$'000

Total remuneration of key management personnel was as follows:

Short-term benefits	2,754
Long-term benefits	48
Post employment benefits	245
Termination benefits	-
Total	<u>3,047</u>

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

2017

No.

\$10,000 - \$19,999	10
\$20,000 - \$29,999	-
\$30,000 - \$39,999	4
\$50,000 - \$59,999	1
\$70,000 - \$79,999	1
\$130,000 - \$139,999	1
\$190,000 - \$199,999	2
\$200,000 - \$209,999	2
\$220,000 - \$229,999	1
\$250,000 - \$259,999	1
\$260,000 - \$269,999	1
\$280,000 - \$289,999	2
\$370,000 - \$379,999	1
	<u>27</u>

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**Notes to the Financial Report  
For the Year Ended 30 June 2017**

**Note 39 Related party disclosures (cont'd)**

		2017 \$'000
<b>(iv) Transactions with related parties</b>		
During the period Council entered into the following transactions with related parties.	-	
<b>(v) Outstanding balances with related parties</b>		
No balances are outstanding at the end of the reporting period in relation to transactions with related parties	-	
<b>(vi) Loans to/from related parties</b>		
Council does not make loans or receive loans from related parties. No guarantees have been provided.	-	
<b>(vii) Commitments to/from related parties</b>		
The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:	-	

**Note 40 Senior Officers Remuneration**

A Senior Officer is an officer, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$142,000

The number of Senior Officers are shown below in their relevant income bands:

	2017 No.	2016 No.
Income Range:		
\$142,000 - \$149,999	-	4
\$150,000 - \$159,999	-	5
\$160,000 - \$169,999	4	1
\$170,000 - \$179,999	1	4
\$180,000 - \$189,999	2	-
\$190,000 - \$199,999	3	-
	<b>10</b>	<b>14</b>
	<b>\$</b>	<b>\$</b>

Total Remuneration for the reporting year for Senior Officers included above, amounted to :

	1,768,083	2,761,159
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### Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.

*Elizabeth Rowland, Certified Practising Accountant*  
**Principal Accounting Officer**

**Date :** September, 2017  
Coburg

In our opinion the accompanying financial statements present fairly the financial transactions of Moreland City Council for the year ended 30 June 2017 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial statements in their final form.

*Helen Davidson*  
**Mayor and Councillor**

**Date :** September, 2017  
Coburg

*John Kavanagh*  
**Councillor**

**Date :** September, 2017  
Coburg

*Nerina Di Lorenzo*  
**Chief Executive Officer**

**Date :** September, 2017  
Coburg

		Results 2015	Results 2016	Results 2017	
	<b>Indicator/Measure</b>				<b>Material Variations and Comments</b>
	<b>Sustainable Capacity Indicators</b>				
	<b>Population</b>				
C1	<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$915.47	\$1,022.52	\$946.90	Reduction in the Net loss on disposal of assets, being the biggest contributor to variance
C2	<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$3,908.84	\$4,003.27	\$3,931.99	No material variation
C3	<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	255.49	265.98	271.68	No material variation
	<b>Own-source revenue</b>				
C4	<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$904.42	\$927.73	\$934.38	No material variation
	<b>Recurrent grants</b>				
C5	<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$121.53	\$88.94	\$127.38	Commonwealth Financial Assistance Grant funding for 2017-2018 was received in 2016-2017 along with 2016-2017 funding.

		Results 2015	Results 2016	Results 2017	
	<b>Indicator/Measure</b>				<b>Material Variations and Comments</b>
	<b>Disadvantage</b>				
C6	<i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	6.00	6.00	6.00	N/A
	<b>Service Performance Indicators</b>				
	<b>Aquatic Facilities</b>				
	<b>Utilisation</b>				
AF6	<i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	5.39	5.49	5.51	No material variation
	<b>Animal Management</b>				
	<b>Health and safety</b>				
AM4	<i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	2.00	3.00	2.00	Data for the 2014-2015 and 2015-2016 years have been corrected due to the inclusion of prosecutions for unpaid fines which is outside guidelines for this metric.
	<b>Food Safety</b>				
	<b>Health and safety</b>				
FS4	<i>Critical and major non-compliance outcome notifications</i>	87.00%	100.00%	98.70%	For the 2016 calendar year only one non-complaint inspection was not followed up.

		Results 2015	Results 2016	Results 2017	
	<b>Indicator/Measure</b>				<b>Material Variations and Comments</b>
	[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100				
	<b>Governance</b>				
	<b>Satisfaction</b>				
G5	<i>Satisfaction with council decisions</i>  [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	54.00	55.00	54.00	No material variation
	<b>Home and Community Care (HACC)</b>				
	<b>Participation</b>				
HC6	<i>Participation in HACC service</i>  [Number of people that received a HACC service / Municipal target population for HACC services] x100	25.00%	17.08%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs

		Results 2015	Results 2016	Results 2017	
	<b>Indicator/Measure</b>				<b>Material Variations and Comments</b>
	<b>Participation</b>			Reporting Ceased 1 July 2016	
HC7	Participation in HACC service by CALD people  [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	24.00%	17.56%		Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
	<b>Libraries</b>				
	<b>Participation</b>				
LB4	Active library members  [Number of active library members / Municipal population] x100	15.00%	15.15%	15.63%	No material variation
	<b>Maternal and Child Health (MCH)</b>				
	<b>Participation</b>				
MC4	Participation in the MCH service  [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	75.00%	68.65%	67.87%	In 2016 a new client management system was implemented for the majority of Councils. We are still experiencing data quality issues. We have been informed by the MAV that these issues will be rectified.



		Results 2015	Results 2016	Results 2017	
	<b>Indicator/Measure</b>				<b>Material Variations and Comments</b>
	<b>Participation</b>				
MC5	Participation in the MCH service by Aboriginal children  [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	67.00%	53.75%	61.90%	In 2016 a new client management system was implemented for the majority of Councils. We are still experiencing data quality issues. We have been informed by the MAV that these issues will be rectified.
	<b>Roads</b>				
	<b>Satisfaction</b>				
R5	Satisfaction with sealed local roads  [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	58.00	56.00	56.00	No material variation
	<b>Statutory Planning</b>				
	<b>Decision making</b>				
SP4	Council planning decisions upheld at VCAT  [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	55.00%	57.14%	39.73%	Over the past financial year, there has been a number of VCAT decisions which test new local planning policy and VCAT has taken a different approach to Council when interpreting the policy. This should resolve itself in the coming 12 months as applications and decision-making responds to VCAT direction on policy interpretation.

	Results 2015	Results 2016	Results 2017	
				<b>Material Variations and Comments</b>
WC5	46.00%	45.12%	46.49%	No material variation
	<p><i>Kerbside collection waste diverted from landfill</i></p> <p>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</p>			

		Results 2015	Results 2016	Results 2017	
	<b>Financial Performance Indicators</b>				
	<i>Dimension/indicator/measure</i>				<b>Material Variations and Comments</b>
	<b>Efficiency</b>				
	<b>Revenue level</b>				
E1	<i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,443.68	\$1,496.48	\$1,566.58	No material variation
	<b>Expenditure level</b>				
E2	<i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$2,028.86	\$2,132.60	\$2,148.35	No material variation
	<b>Workforce turnover</b>				
E3	<i>Resignations and terminations compared to average staff</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	19.41%	7.38%	9.61%	

		Results 2015	Results 2016	Results 2017	
	<b>Liquidity</b>				
	<b>Working capital</b>				
L1	<i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100	137.84%	242.23%	266.94%	Cash holdings have increased by \$41.5m. This has been from increased rates revenue and subdivider contributions.
	<b>Unrestricted cash</b>				
L2	<i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100	42.10%	97.74%	9.02%	2017 ratio does not include term deposits. Ratio recalculated equates to 124.86%. (unrestricted cash plus other financial assets / current liabilities) $(4,494,065 \text{ plus } 59,700,000) / 49,840,889 = 128.8\%$ Change is therefore 31.78% increase. The increase is due to increase in revenue including rates and fees and charges.
	<b>Obligations</b>				
	<b>Asset renewal</b>				
O1	<i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x100	72.77%	66.33%	52.39%	Due to the timing of completion of some major asset renewal projects, such as Dawson Street works, renewal expenditure will be capitalised in early 2017-2018.
	<b>Loans and borrowings</b>				
O2	<i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	40.78%	37.48%	34.28%	No material variation

		Results 2015	Results 2016	Results 2017	
O3	<i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	22.76%	11.12%	2.68%	Council did not refinance a loan in the current year, contributing to lower principal repayments which occurred in prior years.
	<b>Indebtedness</b>				
O4	<i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	25.83%	33.26%	25.69%	Own sourced revenue has increased 9% and non-current liabilities have decreased due to reclassification of a loan maturing in June 2018.
	<b>Operating position</b>				
	<b>Adjusted underlying result</b>				
OP1	<i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	11.15%	8.30%	17.78%	The surplus has increased as revenue has increased in rates, fees and charges and operating grants.
	<b>Stability</b>				
	<b>Rates concentration</b>				
S1	<i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	71.87%	73.82%	70.11%	No material variation

		Results 2015	Results 2016	Results 2017	
	<b>Rates effort</b>				
S2	<i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.30%	0.31%	0.28%	No material variation

# DCS53/17 PROPOSED DISCONTINUANCE AND SALE OF ROAD - ADJOINING 91 AND 93 SOUTH STREET, HADFIELD (D17/281224)

## Director Corporate Services

### Property and Governance

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#### Executive Summary

Council received a request from the new owner of 91 South Street, Hadfield, for the discontinuance and sale of the right of way (road) adjoining the side of their property and 93 South Street. The applicant, who is also the operator of the aged care facility at 1A Virginia Street, Hadfield, has recently acquired 87-91 South Street and has expressed interest in acquiring the land (which measures 112 square metres) if the road can be discontinued.

Council had previously given consideration to a similar proposal from the former owner of 91 South Street. In September 2015 Council resolved to commence the statutory process for the discontinuance and sale of the road and publicly advertised the proposal. Following consideration of 2 written and 3 verbal submissions, Council at its meeting on 10 February 2016 (DCS6/16) formed the view that the road was reasonably required as a road for public use, as it was required for access by the residential aged care facility to the south at 1A Virginia Street.

The operator of the residential aged care facility at 1A Virginia Street who required the road to remain open to the public in 2016, recently purchased the properties at 87-91 South Street and now wishes to acquire the land if the road can be discontinued.

The purpose of this report is to highlight the changed circumstances since Council's decision of 10 February 2016 (DCS6/16) to keep the road open to the public, and to commence the statutory process under *the Local Government Act 1989* to now discontinue and sell the road to the new owner of 91 South Street.

#### Recommendation

That Council:

1. Notes land ownership changes since its decision of 10 February 2016 (DCS6/16) concerning the proposed discontinuance and sale of the right of way adjoining 91 South Street, Hadfield.
2. Determines the road adjoining 91 and 93 South Street, Hadfield, is not reasonably required as a road for public access.
3. Commences the procedures to discontinue and sell the road adjoining 91 and 93 South Street, Hadfield shown hatched in Attachment 1 to this report, in accordance with section 206 and clause 3 of Schedule 10 of the *Local Government Act 1989*.
4. Publishes a public notice of the proposed discontinuance in the *Moreland Leader* newspaper and on Council's website, as required under sections 207A, 82A and 223 of the *Local Government Act 1989*, such notice states that if discontinued, Council proposes to sell the land from the road to the owner of 91 South Street, Hadfield in accordance with its Rights of Way Associated Policies 2011 and the Rights of Way Strategy and invites written submissions.
5. Notes that in the event submissions are received, the written submissions will be presented to Council in accordance with section 223 of the *Local Government Act 1989* for consideration and a final decision on the proposed discontinuance and sale of the road.

6. In the event of any submitters requesting to be heard in support of their submissions, notes the Urban Planning Committee will hear such submissions and a further report will be presented to Council.
7. In the event that no submissions are received, authorises the Director Corporate Services to do all things necessary to effect the discontinuance and sale of the road to the adjoining property owner at market value plus expenses.
8. Notes that once the discontinuance has been published in the *Victoria Government Gazette*, the Register of Public Roads be updated in accordance with section 19 of the *Road Management Act 2004*.



## **1. Policy Context**

The Council Plan 2017-2021 articulates Council's commitment to the careful stewardship of the City's assets. Council's Rights of Way Strategy and Rights of Way Associated Policies 2011 have been used in assessing this proposal.

## **2. Background**

Council received a request from the new owner of 91 South Street, Hadfield, for the discontinuance and sale of the right of way (road) adjoining the side of their property and 93 South Street, shown hatched in **Attachment 1**. The applicant, who is also the operator of the Aged Care facility at 1A Virginia Street, Hadfield, has recently acquired 87- 91 South Street and has expressed interest in acquiring the land (which measures 112 square metres) if the road can be discontinued.

Council had previously given consideration to a similar proposal by the former owner of 91 South Street. At its meeting on 9 September 2015 (DCS 77/15) Council resolved to commence the statutory process for the discontinuance and sale of the road. Following consideration of 2 written and 3 verbal submissions Council at its meeting held on 10 February 2016 (DCS 6/16) resolved as follows:

- That having considered the submissions received under section 223 of *the Local Government Act 1989* regarding the proposed discontinuance and sale of the road adjoining 91 South Street, Hadfield. It is of the opinion that the road is reasonably required as a road for public use.
- That notice of the decision be published in the *Victoria Government Gazette*.
- That Council advise the occupiers that the fencing will need to be removed as a matter of urgency.
- To notify the submitters of Council's decision and the reasons for the decision."

As a result, the proposed discontinuance was abandoned and the submitters were informed of Council's decision.

The above decision was in part made in light of access requirements to/from the residential aged care facility at 1A Virginia Street via the road to South Street.

The operator of the residential aged care facility at 1A Virginia Street, recently purchased the properties at 87-91 South Street and has applied to Council to discontinue the road and acquire the land. The owner of the residential aged care facility at 1A Virginia Street, which is a different entity to the operator and who had previously required the road to remain open, now supports the proposal given that its operator has acquired the adjoining properties.

## **3. Issues**

The 2 other abutting property owners, 1A Virginia Street and 93 South Street, support the proposal. Further, this dead end road does not provide any benefit for the public generally.

### **Statutory procedures**

The statutory process require Council to give public notice of its intention to discontinue and sell the road and invite submissions from affected parties. In addition, all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. Notice will also be given on Council's website.

Submitters may request to be heard in support of their submission prior to Council making a decision. The Urban Planning Committee has delegated authority to hear submissions.

## **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

The following internal Council units have been consulted:

- Engineering Services;
- Transport Development Engineer;
- City Development;
- Urban Design;
- Building Services;
- Street Cleansing;
- Open Space Design and Development; and
- Open Space Maintenance.

No objections have been received from these units.

The relevant service authorities have been consulted and no objections have been received. There are no service assets in the road.

Council's Engineering Services unit advised that there is a large drain installed in an easement in the adjoining property at 93 South Street which may have to be upgraded in the future. In order to allow for such an upgrade, an easement for drainage purposes in Council's favour is to be created over the land.

## **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

In accordance with Council's right of way strategy, the road is to be sold at current market value.

The intended sale of the road to the owner of 91 South Street will provide a net income of \$93,500.00 to Council. In addition the owner has agreed to meet all of Council's reasonable costs associated with discontinuing the road, estimated at \$6,875.00.

Once discontinued and sold the land will become rateable.

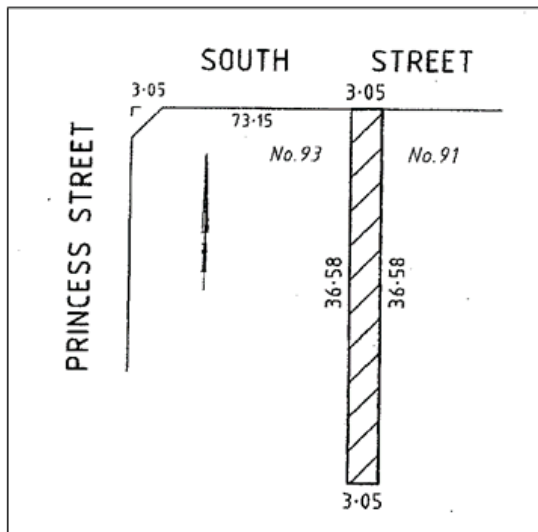
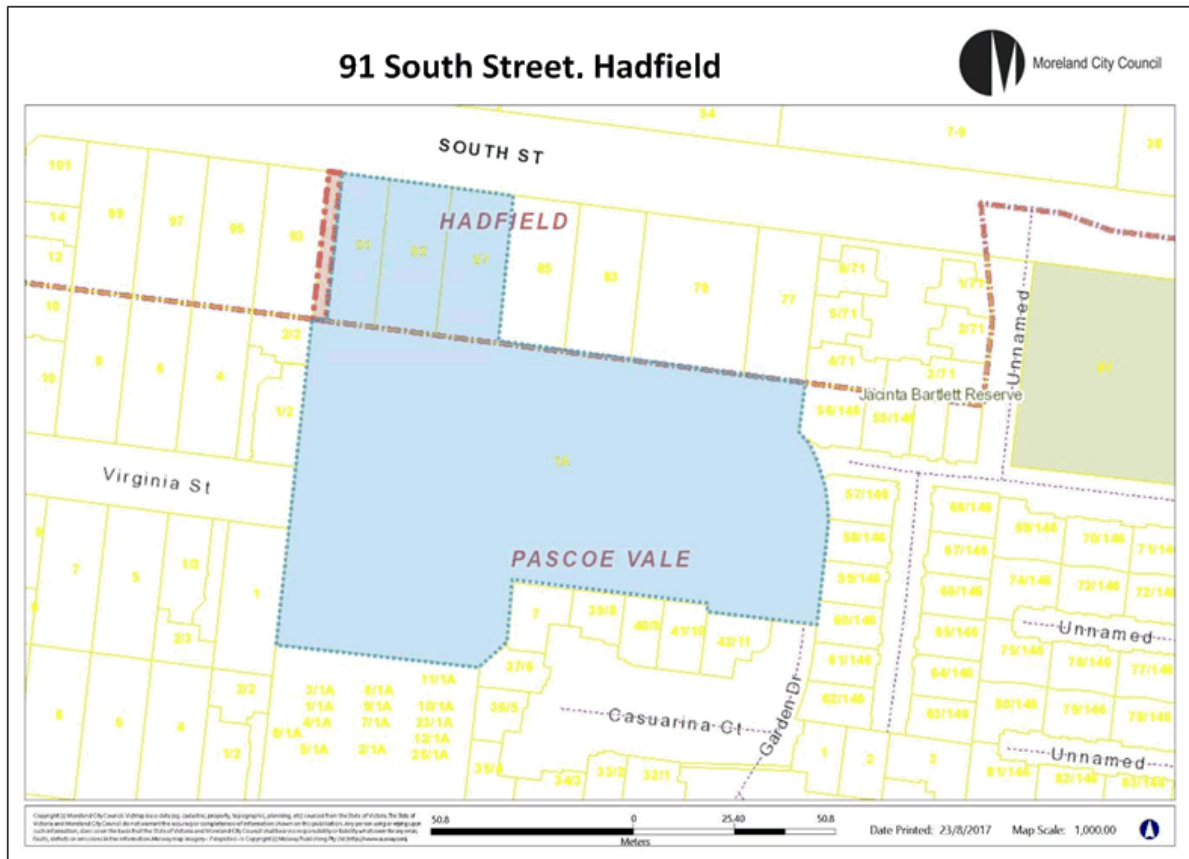
## **7. Implementation**

If resolved by Council, officers will commence the statutory process for the discontinuance and sale of the road.

Upon completion of the statutory process, the discontinuance and sale of the land will be finalised.

## **Attachment/s**

- 1 [↓](#) Plan - 91 South Street, Hadfield D17/310878



# DCS54/17 PROPOSED DISCONTINUANCE AND SALE OF ROAD - SOUTHERN END OF ELM GROVE ADJOINING 127-149 NICHOLSON STREET, BRUNSWICK EAST (D17/305443)

## Director Corporate Services

### Property and Governance

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#### Executive Summary

Council received a request from the owner of 127-149 Nicholson Street, Brunswick East for the discontinuance and sale of the right of way (road) at the southern end of Elm Grove and adjoining the rear of its property.

The subject section of road appears to have been created in 1983 for the purpose of providing a fire escape or access passage to/from the surrounding factories. In line with this apparent use, the road has not been open to the public and has for the most part been enclosed within the surrounding factories for over 30 years. It is a tiny piece of land that is land locked. The applicant owns all of the surrounding land and has recently demolished the adjoining factories on its land. Council has issued a Planning Permit (MPS 2013-979A) for a mixed use commercial and residential development of the site known as 127-149 Nicholson Street, Brunswick East.

Internal consultation has been undertaken and the subject section of road is no longer reasonably required for municipal use and is surplus to Council's needs.

If the road is discontinued, it is proposed to sell the land from the road to East Brunswick Village P/L, the owner of the surrounding land at 127-149 Nicholson Street, Brunswick East. The discontinuance of the road and sale of this land will formalise the current occupation of the road.

The purpose of this report is to commence the Statutory Process under the *Local Government Act 1989* to discontinue and sell the road.

#### Recommendation

That Council:

1. Determines the road at the southern end of Elm Street, Brunswick East, and at the rear of 127-149 Nicholson Street, Brunswick East, shown in red and enlarged and hatched yellow in Attachment 1 to this report, is not reasonably required as a road for public use.
2. Commences the procedures to discontinue and sell the road at the southern end of Elm Street, Brunswick East and at the rear of 127-149 Nicholson Street, Brunswick East, in accordance with section 206 and clause 3 of Schedule 10 of the *Local Government Act 1989*.
3. Publishes a public notice of the proposed discontinuance in the *Moreland Leader* newspaper and on Council's website, as required under sections 207A, 82A and 223 of the *Local Government Act 1989*, such notice states that if discontinued, Council proposes to sell the land from the road at the southern end of Elm Street, Brunswick East and at the rear of 127-149 Nicholson Street, Brunswick East to the owner of 127-149 Nicholson Street, Brunswick East in accordance with Council's Rights of Way Associated Policies 2011 and the Rights of Way Strategy, and invites written submissions.
4. Notes that in the event submissions are received, the written submissions will be presented to Council in accordance with section 223 of the *Local Government Act 1989* for consideration and a final decision on the proposed discontinuance and sale of the road.

5. In the event of any submitters requesting to be heard in support of their submissions, notes the Urban Planning Committee will hear such submissions and a further report will be presented to Council.
6. In the event that no submissions are received, authorises the Director Corporate Services to do all things necessary to effect the discontinuance and sale of the road to the adjoining property owner at market value plus expenses.
7. Notes that once the discontinuance has been published in the *Victoria Government Gazette* the Register of Public Roads will be updated in accordance with section 19 of the *Road Management Act 2004*.

## **1. Policy Context**

The Council Plan 2013–2017 articulates Council's commitment to the careful stewardship of the City's assets. Council's Rights of Way Strategy and Rights of Way Associated Policy have been used in assessing this proposal.

## **2. Background**

Council received a request from East Brunswick Village Pty Ltd, the owner of 127-149 Nicholson Street, Brunswick East, for the discontinuance and sale of the right of way (road) at the southern end of Elm Grove and adjoining the rear of its properties, shown as solid red and enlarged and hatched yellow on **Attachment 1**.

The small section of road concerned appears to have been created for the purpose of providing a fire escape or access passage to/from the surrounding factories. In line with this apparent use, the road has not been open to the public and has for the most part been enclosed within the surrounding factories for over 30 years. It is a tiny piece of land that goes nowhere.

The applicant owns all of the surrounding land and has recently demolished the adjoining factories on its land. Council has issued a Planning Permit (MPS 2013-979A) for a mixed use commercial and residential development of the site known as 127-149 Nicholson Street, Brunswick East.

If the road is discontinued, it is proposed to sell the land from the road to East Brunswick Village P/L, the owner of 127-149 Nicholson Street, Brunswick East in accordance with Council's Policy.

Council is now in a position to commence the formal discontinuance procedures.

## **3. Issues**

### **Statutory process**

The statutory procedures require Council to give public notice of its intention to discontinue and sell the road and invite submissions from affected parties. In addition, all abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. Notice will also be given on Council's website.

Submitters may request to be heard in support of their submission prior to Council making a decision to proceed or otherwise with the proposal. The Urban Planning Committee has delegated authority to hear submissions.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

The following internal Council units and personnel have been consulted:

- Engineering Services;
- Transport Development Engineer;
- City Development;
- Urban Design;
- Building Services;
- Street Cleansing;
- Open Space Design and Development; and
- Open Space Maintenance.

No objections have been received from these units and it is recommended that the small parcel or right of way land is no longer required for municipal use.

The relevant service authorities have been consulted and no objections or requirements over the land have been received.

There are no Council assets located in the section of road proposed to be discontinued and sold.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

In accordance with Council's Rights of Way Policy, the road is to be sold at current market value.

The land is unencumbered and has been valued by an independent valuer at \$17,600.00 (inclusive of GST). In addition, the applicant has agreed to meet all of Council's reasonable costs associated with discontinuing the road, estimated at \$9,160.00.

Once discontinued and sold the land will become rateable.

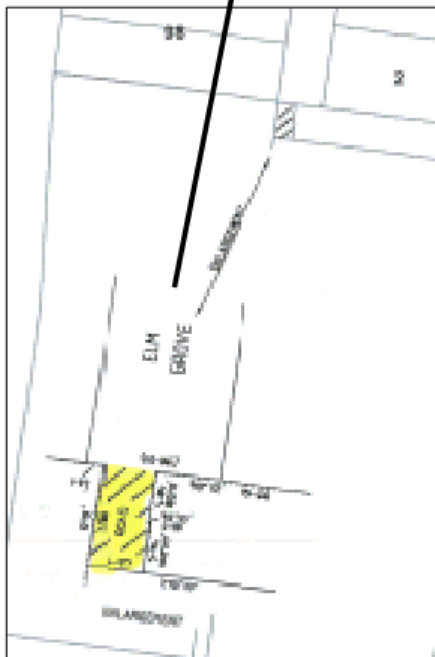
#### **7. Implementation**

After completion of the statutory process, if there are no impediments to the discontinuance of this section of road, it is proposed to sell the land by private treaty to the adjoining property owner/s.

#### **Attachment/s**

- 1 [↓](#) Site Plan - Elm Grove Road Discontinuance D17/306100

127-149 Nicholson Street Brunswick East - Proposed road discontinuance





## **DCI42/17 PARKING IN MITCHELL STREET, BRUNSWICK EAST (D17/277315)**

**Director City Infrastructure**

**Strategic Transport and Compliance**

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### **Executive Summary**

At the July 2017 Council meeting, Council (GB29/17) resolved to receive a report that considers parking issues in Mitchell Street, Brunswick, with an officer recommendation.

Mitchell Street, Brunswick East currently has permit only (6 pm-11 pm Monday to Sunday) parking restrictions on both sides of the street for the first 100 metres east of Holmes Street, and 1 hour parking (5 pm-11 pm Monday to Sunday) for another 30 metres on the northern side of the street, with the remainder of the street unrestricted.

It has been reported that residents who do not have parking restrictions outside their property have needed to park in the restricted areas and have received an infringement.

There are 95 dwellings along this street, sharing 44 on-street car parking spaces. Half the parking spaces (22) have parking restrictions. There are 19 resident parking permits currently on issue in the street, including 3 to dwellings outside the restricted area (indicated in the diagram in the background section of the report). Some daily or weekly visitor permits may be operating at any time.

Extending the existing parking restrictions further east, will force more residents to purchase parking permits.

A Council officer undertook a parking occupancy survey on Friday 12 August 2017 after 7 pm in Mitchell Street, Brunswick East and found that while 10 of the 22 spaces with parking restrictions were occupied, all but 1 of the 22 unrestricted spaces were occupied, with evidence of patrons of the nearby restaurant occupying some of the spaces. Additionally a number of the properties have units with limited off street parking and overflow parking is occurring on street. 2 properties (11 apartments) were subdivided after August 2011 and are ineligible for parking permits.

Given that the existing Residential Permit Zone is underutilised, residents should be advised of the option to purchase annual permits to park in this location before Council considers modifying the parking restrictions. Officers would then monitor the situation in Mitchell Street for the next 6 months to determine if the restricted spaces become better utilised. If warranted, delegated officers will then make any necessary changes to the parking restrictions, including appropriate consultation, and will feedback to Councillors via Council Connect.

### **Recommendation**

That Council:

1. Writes to eligible residents of Mitchell Street, Brunswick East advising them they can purchase annual permits to park in the Residential Permit Zone.
2. Monitors the utilisation of the parking in Mitchell Street, Brunswick East to determine if parking restriction changes are required in the future.

# REPORT

## 1. Policy Context

Council's Parking Management Policy (the Policy) outlines the eligibility criteria for a resident to purchase Residential Parking permit and the conditions where Council officers have the delegation of authority to modify parking restrictions. The Policy aims to share the on-street parking between the different uses.

## 2. Background

At the July 2017 Council meeting Council (GB29/17) resolved to receive a report that considers parking issues in Mitchell Street, Brunswick, with an officer recommendation.

Mitchell Street, Brunswick East currently has a mix of parking restrictions including permit only, 1P and unrestricted.



It has been reported that residents in the portion of the street without parking restrictions have parked where the parking restrictions are located and have received an infringement. These residents are eligible to purchase annual permits and were either unaware of the option or chose not to purchase these permits.

## 3. Issues

### Parking availability

Mitchell Street, Brunswick East extends from Holmes Street to the cul-de-sac 220 metres further east. There are a number of businesses in Holmes Street that share the on-street parking during the day, however Mitchell Street residents have historically been concerned about access to on-street parking after normal business hours, because of the popular restaurant in Holmes Street.

Mitchell Street has Permit Only parking operating after 6 pm for the first 100 metres from Holmes Street on both sides of the street. 1 hour parking restrictions operate after 5 pm on the northern side of the street in the next 30 metres to the east.

Residents are able to apply for 1 resident parking permit per property to exempt them from the parking restrictions, and a second resident permit if they do not have a vehicle crossing in front of their property. They are also able to obtain daily and/or weekly visitor parking permits.

The 95 dwellings in Mitchell Street, Brunswick East, share 44 on-street car parking spaces, with the majority of dwellings having either 1 off-street car parking space or no spaces at all. This fact alone is a recipe for parking congestion on-street. Council records indicate that as of 12 August 2017, 19 resident parking permits are currently issued or awaiting renewal to properties abutting Mitchell Street, including 3 to dwellings in the section without parking restrictions.

The Policy states that residents of dwellings that were subdivided after 31 August 2011 are not eligible for parking permits (including visitor permits), which affects 11 of the 95 dwellings abutting the street.

Extending the existing parking restrictions eastwards along the street will potentially force more residents to pay for permits. Before taking that step, Council needs to be confident that it will produce a benefit to residents.

A Council officer undertook a parking occupancy survey after 7 pm on Friday 12 August 2017 in Mitchell Street, Brunswick East to determine the level of parking spaces available to residents. The survey determined the following:

<b>Restriction</b>	<b>Number of Spaces</b>	<b>Spaces unoccupied</b>
Permit Zone (5 pm to 11 pm)	18 spaces	9 spaces
1 hour (5 pm to 11 pm)	4 spaces	1 space
Unrestricted parking	22 spaces	1 space
<b>Total</b>	<b>44 spaces</b>	<b>11 spaces</b>

During the survey, 3 cars arrived and parked in the unrestricted area (included in the count above) carrying groups of people who walked towards Holmes Street; presumably patrons of the restaurant. After that time, residents without permits, returning home, would have to park in another street, and if Homes Street is occupied by patrons, that means either Donald Street or Lyndhurst Crescent, and walk home through Allard Park.

#### **Economic implications**

The cost of the first resident parking permit is \$35 (\$17.50 concession) and \$91.65 (no concession) for the second permit. Daily visitor parking permits are also available and cost \$20.60 for a book of 10. Weekly visitor parking permits cost \$10.55.

If the parking restrictions were extended further along the street, more residents would have to pay to park on-street each evening.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

No consultation is currently required.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

There will be no financial or resources required to implement the recommendations in this report.

## **7. Implementation**

Subject to Council's decision, officers will write to residents with advice regarding annual permits and monitor utilisation of parking in Mitchell Street, Brunswick.

### **Attachment/s**

There are no attachments for this report.

# **DCI43/17 PEDESTRIAN SAFETY REPORT - NICHOLSON STREET AND HOLMES STREET, BRUNSWICK EAST / COBURG (D17/290078)**

**Director City Infrastructure**

**Strategic Transport and Compliance**

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## **Executive Summary**

The community has raised concerns regarding pedestrian safety near the intersection of Moreland Road, Nicholson Street and Holmes Street, Coburg/Brunswick East. The concerns were raised after a pedestrian was fatality hit by a vehicle in Nicholson Street, Coburg while they were attempting to cross midblock between Moreland Road and Moore Street.

At the 23 November 2016 Council meeting, Council (NOM62/16) resolved to:

1. Liaise with VicRoads about reducing the speed limit on Nicholson Street and Holmes Street between Bell Street and Albion Street to 40kmh and reducing the speed limit to 40kmh for traffic approaching the Moreland Road/Nicholson Street/Holmes Street intersection along Moreland Road.
2. Investigate pedestrian movements on Nicholson Street between Moreland Road and Moore Street.
3. Liaise with VicRoads about measures to make the Moreland Road/Nicholson Street/Holmes Street intersection safer such as clearer line markings to alert pedestrians and car drivers to pedestrian crossings.
4. Liaise with VicRoads about measures which could make the section of Nicholson Street between Moreland Road and Moore Street safer for pedestrians such as a pedestrian light at the Moore Street/ Nicholson Street intersection.
5. Assess the merits of a super tram stop to improve pedestrian safety on Holmes Street and if this proposal looks viable to improve safety, to liaise with Public Transport Victoria and Yarra Trams about the proposal.
6. Receive a report with proposals to make Nicholson Street and the Moreland Road/Nicholson Street/Holmes Street intersection safer for pedestrians.

Additionally at the 10 May 2017 Council meeting, Council (GB20/17) resolved to:

1. Write to VicRoads to investigate the street lighting levels in the vicinity of the IGA on Nicholson Street, Coburg.
2. Request VicRoads, if the street lighting levels are not to Australian Standard, that they undertake works to achieve the required lighting
3. Note to VicRoads that improvements in street lighting in this location is part of Council's advocacy in pedestrian safety in this location

Nicholson Street, Holmes Street and Moreland Road are all arterial roads managed by VicRoads. A Council officer undertook a count of pedestrians crossing Nicholson Street, near Moore Street. The data collected revealed that warrants for the installation of pedestrian operated traffic signals were met. During regular meetings with VicRoads, Council officers explained that this location currently meets the warrant for pedestrian operated traffic signals. VicRoads accepted Council's finding however, does not have funding for these works at this time. Additionally, VicRoads is currently investigating options to address road safety issues, including a reduced speed limit in this section of Nicholson Street.

## **Recommendation**

That Council:

1. Advocates to the Member for Brunswick, the Hon. Jane Garrett, to provide funding for pedestrian operated signals in Nicholson Street, Coburg near Moore Street.
2. Continues to engage with VicRoads regarding road safety initiatives, public lighting and reduced speed limits through this section of Nicholson Street, Coburg.

## **1. Policy Context**

The Pedestrian Strategy outlines Council's commitment to improve the safety of pedestrians throughout Moreland.

## **2. Background**

The community has raised concerns regarding pedestrian safety near the intersection of Moreland Road, Nicholson Street and Holmes Street, Coburg/Brunswick East. The concerns were raised after a pedestrian was fatality hit by a vehicle in Nicholson Street, Coburg while they were attempting to cross midblock between Moreland Road and Moore Street.

At the 23 November Council meeting (NOM62/16), Council resolved to:

1. Liaise with VicRoads about reducing the speed limit on Nicholson Street and Holmes Street between Bell Street and Albion Street to 40kmh and reducing the speed limit to 40kmh for traffic approaching the Moreland Road/Nicholson Street/Holmes Street intersection along Moreland Road.
2. Investigate pedestrian movements on Nicholson Street between Moreland Road and Moore Street.
3. Liaise with VicRoads about measures to make the Moreland Road/Nicholson Street/Holmes Street intersection safer such as clearer line markings to alert pedestrians and car drivers to pedestrian crossings.
4. Liaise with VicRoads about measures which could make the section of Nicholson Street between Moreland Road and Moore Street safer for pedestrians such as a pedestrian light at the Moore Street/ Nicholson Street intersection.
5. Assess the merits of a super tram stop to improve pedestrian safety on Holmes Street and if this proposal looks viable to improve safety, to liaise with Public Transport Victoria and Yarra Trams about the proposal.
6. Receive a report with proposals to make Nicholson Street and the Moreland Road/Nicholson Street/Holmes Street intersection safer for pedestrians.

Additionally, at the 10 May 2017 Council meeting, Council (GB20/17) resolved to:

1. Write to VicRoads to investigate the street lighting levels in the vicinity of the IGA on Nicholson Street, Coburg.
2. Request VicRoads, if the street lighting levels are not to Australian Standard, that they undertake works to achieve the required lighting
3. Note to VicRoads that improvements in street lighting in this location is part of Council's advocacy in pedestrian safety in this location

Nicholson Street, Coburg, Holmes Street, Brunswick East and Moreland Road are all arterial roads managed by VicRoads. These road have a posted speed limit of 60 km/h and also carry tram route 1 and 6, and bus route 510.

### **3. Issues**

#### **Road safety improvements – Reduced Speed limit and Pedestrian Safety**

Council has organised for pedestrian counts on Nicholson Street, Coburg, near Moore Street to determine if VicRoads warrants for pedestrian operated traffic signals were met. The warrants were met and accordingly Council officers lobbied VicRoads to support the installation of the signals. VicRoads supports the need for the signals but does not have funding for these works at this time. There is limited State Government funding for pedestrian operated signals across Victoria.

VicRoads is currently investigating options to address road safety issues, including a reduced speed limit in this section of Nicholson Street, Coburg.

#### **Moreland Road/Nicholson Street/Holmes Street intersection – safer for pedestrians**

In November 2017 Yarra Trams is planning to replace its tracks in Nicholson / Holmes / Moreland Road. All affected pavement and line marking will be replaced. Additionally, Council will be undertaking its Shopping Strip Renewal Project at the intersection this financial year which involves upgrades of the footpaths in the precinct including pavement markings to highlight the designated pedestrian crossing points at the intersection.

Any other works beyond those scheduled will need to be identified and resolved by VicRoads as the road manager for these roads.

#### **Tram Stop Upgrades**

Public Transport Victoria (PTV) has an obligation to implement tram stops that comply with the *Disability Discrimination Act 1992 (DDA)*. Council officers had also met with PTV and Yarra Trams regarding proposed upgrades to the tram infrastructure to comply with DDA standards. PTV stated that it is currently investigating the installation of Easy Access Stops that are DDA compliant for tram route 96. Tram route 96 is the primary focus of PTV because it is 1 of its busiest tram routes.

PTV has not provided a timeframe on when upgrade works are expected to be undertaken for tram route 1 and 6. It is expected to be more than 5 years until DDA compliant stops are to be considered on these routes. It is inappropriate for Council officers to identify locations of tram super stops at this stage as VicRoads and Yarra Trams need to determine how the corridor will operate into the future (with Council input) and therefore, the type and location of the stops is unknown at this stage.

#### **Street Lighting**

A letter was sent to the Team Leader of Traffic and Transport at VicRoads in July 2017 requesting VicRoads undertake a lighting survey of the public lighting along Nicholson Street, Coburg from Moore Street to Moreland Road including the frontage of the Nicholson Street IGA at 4 – 20 Nicholson Street, Coburg. Council is yet to receive a copy of the survey results.

Council has limited options to influence outcomes on the operation of these roads including vehicles, public transport and pedestrian movements. Additionally, Council should not consider funding infrastructure on arterial roads that are managed by VicRoads. Council has been successful in the past in advocating to the State Government for funding for specific projects.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

### **4. Consultation**

Council officers will continue to consult with VicRoads during regular meetings.



**5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

**6. Financial and Resources Implications**

Currently there are no financial resources required.

**7. Implementation**

Council officers will advocate to the State Member for Brunswick, the Hon. Jane Garrett, to provide funding for pedestrian operated signals in Nicholson Street, Coburg near Moore Street.

**Attachment/s**

There are no attachments for this report.

# **DCI44/17 TRAFFIC MANAGEMENT AT THE INTERSECTION OF MORELAND ROAD AND DE CARLE STREET, BRUNSWICK (D17/287705)**

**Director City Infrastructure**

**Strategic Transport and Compliance**

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## **Executive Summary**

VicRoads has contacted Council and Victoria Police seeking comments on a proposal to ban right turns and through movements on the southern leg of the intersection of Moreland Road and DeCarle Street, Brunswick. That means all vehicles approaching Moreland Road from the south will have to turn left into Moreland Road toward Sydney Road.

VicRoads Crash stats database has registered 9 casualty crashes at the intersection of Moreland Road and De Carle Street for the most recent 5 year period; 6 of these crashes are related to the north-bound movement along De Carle Street.

The turn bans are likely to reduce traffic volumes in De Carle Street south of the intersection with a smaller drop in volume north of the intersection. The ban would promote the utilisation of major roads which are designed for large volumes of through traffic. The reduced traffic volumes in De Carle Street would positively impact residential amenity. However, the bans will reduce accessibility for local residents.

Drivers needing to cross Moreland Road will seek alternative routes. Drivers commencing their trip outside the local area, are likely to avoid De Carle Street altogether. Drivers commencing their trip within De Carle Street and abutting streets, who need to turn east into Moreland Road may use 1 of the 3 east-west streets, Davies Street, Donald Street or Mitchell Street, but as this movement is local traffic anyway, and will be shared between the 3 streets, it is unlikely to have a significant impact. All the alternative routes are expected to be safer than the movements that are being banned.

Casualty crashes have an economic impact on the community. The Black Spot program utilises current estimates on the cost to the community for a serious injury crash at \$779,600 and a non-serious injury crash at \$33,990. If the traffic measures are not undertaken, the expected ongoing crashes will continue to have an economic impact of \$203,940 on the community every 5 years.

## **Recommendation**

That Council:

1. Supports VicRoads' proposal to ban the through (north-bound) and right-bound movements from the south-leg of the De Carle Street and Moreland Road, Brunswick intersection and have a left-out only.
2. Requests VicRoads to fully advise the community of the proposal and reasons and provide adequate time for consultation.
3. Monitors the impact of bans on the road network.
4. Requests Victoria Police to undertake regular enforcement to ensure there is compliance to the traffic management measures introduced.

# REPORT

## 1. Policy Context

Moreland's Integrated Transport Strategy 2010 (MITS) outlines Council's commitment to improve road safety. MITS classifies De Carle Street, Brunswick/Coburg as a local street which should only carry a maximum of 3,000 vehicles per weekday.

## 2. Background

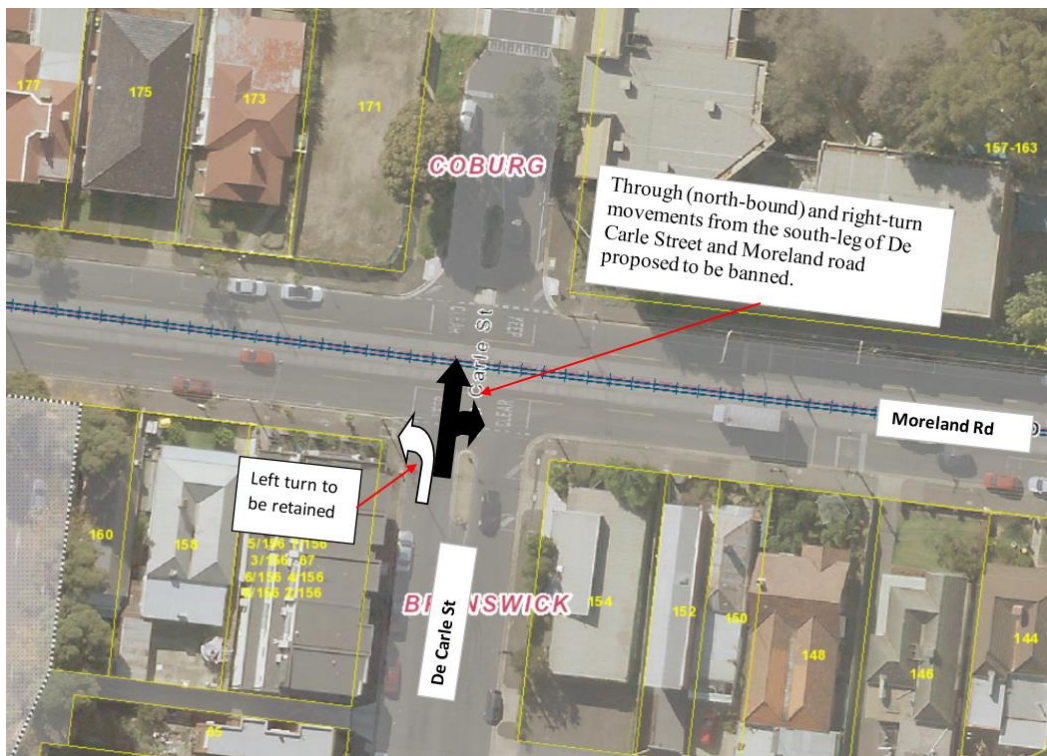
De Carle Street, Brunswick/Coburg is a known rat-run for drivers who are avoiding congestion on Sydney Road. MITS classifies De Carle Street as local road, therefore, not intended to accommodate through vehicle traffic. Moreland Road is a VicRoads managed road with 60 km/h speed limit (and 40 km/h 8-9.30 am and 2.30-4 pm on school days), and a tram.

VicRoads Crashstats database has registered 9 casualty crashes at the intersection of Moreland Road and De Carle Street for the most recent 5 year period; 6 of these crashes are related to the north-bound movement along De Carle Street.

A traffic survey was undertaken in De Carle Street, Coburg (north of Moreland Road) from 6 to 13 May 2017. The survey revealed that the average weekday volume is 3,463 vehicles per day. The detected volume is above the preferred maximum volume of 3,000 vehicles per weekday for a local road.

Multiple residents have also contacted Council expressing their concerns with this intersection, stating they have witnessed multiple crashes and/or near misses. It should be noted that non-casualty crashes are not registered on the Crashstats database.

In 2009, VicRoads installed detector loops in De Carle Street that activates the pedestrian crossing in Moreland Road if the drivers are waiting for an extended period. These detector loops were successful in reducing crashes for south-bound on De Carle Street however, the north-bound crashes are still occurring.



VicRoads proposes to ban the through (north-bound) and right-turn movements from the south-leg of the De Carle Street (Brunswick side) and Moreland Road intersection and leave only the left-out turn movement. The treatment would address 6 of the crashes that are related to north-bound movement along De Carle Street. VicRoads has contacted Council and Victoria Police to seek comments.

VicRoads has stated that the installation of traffic signals is not warranted at this site for the following reasons:

- Due to the close proximity to the intersection Sydney Road and Moreland Road, having another signalised intersection so close is not ideal;
- Since De Carle Street runs parallel to Sydney Road, the installation of traffic signals will attract drivers to use De Carle Street as a rat-run to avoid Sydney Road;
- Traffic on De Carle Street activates the signals on Moreland Road, helping to provide an adequate gap in traffic for south bound vehicles to exit De Carle Street; and
- 'Keep Clear' road markings are utilised for the safety benefits of the intersection and to assist vehicles entering and exiting De Carle Street.

Council officers do not support the installation of traffic signals at the intersection due to the potential for increased through traffic on local roads, and the negative affect on local amenity.

### **3. Issues**

#### **Road safety implications**

There are 6 of these crashes related to north-bound movement along De Carle Street in the last 5 year period. If the traffic measures are not undertaken similar crashes will continue to occur.

#### **Traffic implications**

The turn bans would reduce rat-running and would promote the utilisation of major roads which are designed for large volumes of through traffic. The reduced traffic volumes on De Carle Street would also positively impact residential amenity. However, the bans would also reduce accessibility for local residents, who are likely to use Davies Street, Donald Street and Mitchell Street as alternatives. This local traffic will be spread across 3 streets and is therefore, not expected to be significant.

Drivers needing to cross Moreland Road would need to seek alternative routes. The alternative routes would increase travel time.

As the proposal is not fully blocking access, it is likely that a number of vehicles will continue to illegally travel north on De Carle Street. It is difficult to design an engineering solution to address drivers who choose to disobey the road rules. Enforcement is felt to be the best method to address instances of drivers choosing to disobey the road rules. Council will request Victoria Police to patrol the area once the traffic management is installed.

A similar treatment was installed at the intersection of Melville Road and Princess Terrace, and Melville Road and Brearley Parade in August 2014 to reduce a similar type of crash. Since the treatment was installed there has been 1 crash involving this type of vehicle movement which is a significant reduction from the previous crash history.

#### **Economic implications**

The project will be undertaken by VicRoads who has stated that the works will be prioritised in a future program.

Casualty crashes have an economic impact on the community. The Black Spot program utilises current estimates on the cost to the community for a serious injury crash at \$779,600 and a non-serious injury crash at \$33,990. If the traffic measures are not undertaken the expected ongoing crashes will continue to have an economic impact of \$203,940 on the community every 5 years (not including inflation).

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

Council will request VicRoads undertake the consultation as it is a VicRoads project. Council officers will be able to assist the consultation by advertising the works on social media.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

VicRoads has stated that the works will be prioritised in a future program. No funding from Council would be required.

#### **7. Implementation**

Implementation of the traffic calming would be undertaken by VicRoads.

#### **Attachment/s**

There are no attachments for this report.

# DCI45/17 PROVISION OF CONCRETE, BLUESTONE AND DRAINAGE WORKS - CONTRACT 576T (D17/301231)

Director City Infrastructure

Roads, Fleet and Waste

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## Executive Summary

Council is seeking to establish a Concrete, Bluestone and Drainage Works panel to provide a range of civil works across the City of Moreland for the period 2017-2020.

Council recently sought suitably qualified and experienced contractors to establish a panel to submit prices for a Schedule of Rates Tender, Contract 576T for the Provision of Concrete, Bluestone and Drainage works across the municipality for 2017-2020 (with a 1 plus 1 year extension). These services are required to assist the Roads Unit in the delivery of road and footpath maintenance and capital projects. They are also available to other Council units in the delivery of services.

An advertisement was placed in *The Age* Newspaper on 8 July 2017 inviting tenders for these specified works. The tender closed 3 August 2017 and 14 tenders were received.

The scope of services includes, but is not limited to:

- Footpaths (concrete);
- Kerb and channel (concrete or bluestone);
- Vehicle crossings (concrete);
- Perambulator crossings (pram crossings);
- Segmental paving (brick or bluestone);
- Bluestone works including planter boxes;
- Tactile ground surface indicator replacement; or
- Minor drainage works.

The purpose of this report is to confirm compliance with the requirement of section 186 of the *Local Government Act* 1989 and Council's Procurement Policy and seek approval to enter into a contract with the nominated contractors for the provision of services to assist in the delivery of works carried out by Council.

## Recommendation

That Council:

1. Awards Contract 576T – Provision of Concrete, Bluestone Pitcher and Drainage Works in accordance with the tendered schedule of rates, for a period of three (3) years, with a further two (2) x one (1) year options for extension, to a panel comprising:
  - S&J Investments (Australia) Pty Ltd trading as ASJ Concrete & Constructions ABN: 92 105 107355
  - Grounds Paving Pty Ltd ABN: 25 105 850 235
  - JNR Civil Pty Ltd ABN: 18 608 122 747
  - Lippelgoes Business Trust trading as Mal Paving Pty Ltd ABN: 87 234 783 219
  - Midcity Constructions Group Pty Ltd ABN: 542 829 019 47
  - P & C Construction & Maintenance Pty Ltd ABN: 34 130 106 508
  - Samson Excavation and Concreting ABN: 66 809 858 712
  - United Roads (Construction Group) Pty Ltd ABN: 68 076 271 728

2. Authorises the Director City Infrastructure to do all things necessary to execute the contracts.
3. Advises the successful tenderer of Council's decision in this matter and notifies all other tenderers of the outcome.

## **1. Policy Context**

This report is in keeping with Council's commitment to accountability and sound financial management. It also addresses the requirement under Section 186 of the *Local Government Act 1989*, which requires Council to conduct a public tender for services where the contract value is more than \$200,000 for works as well as the policy commitments contained in the Procurement Policy.

## **2. Background**

Moreland City Council's Roads Unit maintains and upgrades the road and footpath network across the municipality. Works range from minor concrete and asphalt footpath repairs, drainage works, Right Of Way (ROW) repairs and other similar infrastructure works.

To provide a reliable, efficient and quality service, a panel of supply contractors is required. This tender was publicly advertised and tenders invited, via Council's 'e-tender' system, for suitably qualified contractors to deliver the required services.

### **Procurement Process**

In accordance with Council's Procurement Policy, an open tender for Contract 576T was advertised in *The Age* newspaper on 8 July 2017 and closed at 4pm on 3 August 2017.

Council officers also emailed all providers that have existing relationships with Moreland City Council to advise them of this tender opportunity via the Procurement Portal.

A total of 14 conforming tenders were received from the following companies:

- S&J Investments (Australia) Ptd Ltd trading as ASJ Concrete & Constructions ABN: 92 105 107355
- City Works Construction and Maintenance ABN: 25 309 611 060
- GP Bluestone Solutions Pty Ltd ABN: 21 664 700 435
- Grounds Paving Pty Ltd ABN: 25 105 850 235
- JNR Civil Pty Ltd ABN: 18 608 122 747
- Lipplegoes Business Trust trading as Mal Paving Pty Ltd ABN: 87 234 783 219
- Midcity Constructions Group Pty Ltd ABN: 542 829 019 47
- P & C Construction & Maintenance Pty Ltd ABN: 34 130 106 508
- Rapid Paving Construction Co Pty Ltd ABN: 84 004 600 462
- Power Pave Pty Ltd ABN: 63 604 939 719
- RMS Groundworks Pty Ltd ABN: 73 606 867 127
- Samson Excavation and Concreting ABN: 66 809 858 712
- Sancon Concrete & Civil Constructions Pty Ltd ABN: 44 610 209 839
- United Roads (Construction Group) Pty Ltd ABN: 68 076 271 728

Tenderers were asked 12 questions covering the consideration of capacity, capability, and social / environmental / local aspects.

In assessing the tender, consideration was given to the following aspects of the tender responses:

- Experience - qualifications, skills and experience
- Capability and resources – background and proof of other similar work
- Resources – number of employees and resources and their availability



- Credibility:
  - Financial interests/viability
  - Quality Assurance Systems
  - Referees
  - Occupation Health and Safety
  - Equal Employment Opportunity
  - Environmental Management
  - Risk Management
  - Insurance level
- Compliance to conditions of contract
- Conflict of interest.

The evaluation criteria and weighting are provided in the following table:

Criteria	Weighting
Experience and capability	25%
Resources & Capacity	18%
OHS & Compliance	7%
Environmental Considerations	5%
Equal Employment Opportunity (EEO), Social Elements & Local	5%
Quality System	5%
Price	35%

The membership of the tender evaluation panel was as follows:

Title	Project Manager/ Generalist or Nominated Speciality	Full Voting / Advisory Member
Acting Unit Manager Roads Unit	Project Manager (Chair)	Full
Engineering Services Co-ordinator	Generalist	Full
Investment Facilitation Officer	Generalist	Full
Contracts and Procurement Officer	Procurement	Advisory

### 3. Issues

The tenders were evaluated in accordance with Council's Procurement Policy. Tenders were assessed by an assessment panel against set criteria. A summary report of the assessments is provided in the **Confidential Attachment 1**.

#### **Social / Environmental / Local Implications**

The tenders were evaluated against the relevant social policies of Council. The areas covered as part of the evaluation were Environmental Management and Equal Opportunity policies and performance and consideration was given to the location of the business.

#### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

Engineering Services and Economic Development were consulted during the tender evaluation.

#### **5. Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

The estimated value of this contract is \$5,000,000 over the 5 year (including options for extension) life of the contract. This equates to \$1,000,000 per annum which is within existing budget parameters for both Operating and Capital programs.

The expenditure will be subject to annual review in line with the adopted budget.

#### **7. Implementation and Timeline**

It is proposed that the Director City Infrastructure be authorised to do all things necessary to execute the contract/s and any other required documentation.

The contracts will commence as soon as possible following Council's decision.

#### **Attachment/s**

- |          |  |            |
|----------|--|------------|
| <b>1</b> | Summary of Tender Evaluation 576T - <i>This matter is considered to be confidential under Section 89(2) (a) of the Local Government Act, as it deals with contractual matters.</i> | D17/307454 |
|----------|--|------------|

## DCI46/17 PROVISION OF WASTE CONTRACT INFORMATION (D17/308493)

Director City Infrastructure

Roads, Fleet and Waste

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### Executive Summary

On 7 August 2017, the ABC's 4 Corners program aired an episode of their War on Waste series titled 'Trashed: The dirty truth about your rubbish'. This report aired by the ABC investigated a broad spectrum of waste collection and recycle companies mainly within New South Wales with the premise of uncovering what actually happens to waste and recyclables after they are collected from the kerbside and how materials such as plastics and glass in particular are recycled.

Following this 4 Corners program at the August 2017 Council meeting the following was resolved (GB32/17):

*That Council:*

1. *Receives a report at the next Council meeting that details:*
  - a) *Moreland's total tonnage of waste by stream;*
  - b) *All of Moreland's current waste contract operators;*
  - c) *The facility or location where each waste stream is deposited; and*
  - d) *Also highlighting whether or not waste is stockpiled.*
2. *Provides the above information on Moreland's website as soon as this information becomes available.*
3. *Sends a letter to the Victorian Premier and Environment Minister to immediately call for an enquiry into Victoria's waste management including ensuring greater investment in local manufacturing and production using recycled materials.*

Council has an obligation to ensure recyclables are collected and processed efficiently and sustainably, and has an obligation to the community to ensure Council and its contractors are ethical and that recyclables are not ending up in landfill.

Council currently has a combination of in-house service and contracted services providing waste collection within the municipality and a number of contracts for the disposal of the waste.

In 2016-2017 there was 32,995.25 tonnes of general waste deposited at the Municipal Regional Landfill in Ravenhall, 16,544.99 tonnes of recycling delivered to Polytrade Recycling in Coburg North and 10,010.79 tonnes for green waste delivered to North West Organics facility in Bulla. In addition to this, 437.96 tonnes was recycling from the hard waste collection was taken to various other recycling facilities.

### Recommendation

That Council:

1. Notes the information in this report on the total tonnage of waste by waste stream, who the current and future waste contract operators are, the facility each waste stream is deposited and whether waste is stockpiled.
2. Notes that this information is now provided on Council's website.

## **1. Policy Context**

This report is in keeping with Council's commitment to accountability and sound financial management and is aligned with Moreland's Waste and Litter Strategy 2014-2017.

## **2. Background**

Moreland's waste service is provided by 2 different means in the north and southern halves of the municipality. The waste service south of Bell Street is provided by a contractor, and the waste service in the north is provided by in-house staff.

Kerbside collected refuse, recycling and green waste south of Bell Street is collected under a contractual agreement with Citywide Service Solutions Pty Ltd, which currently expires on 30 September 2017.

Council is currently in discussion with Citywide Service Solutions Pty Ltd to extend the current kerbside collection contract for a period of 1 year, which will bring the expiry date of the contract to September 2018.

All kerbside collected general waste is transported to the Municipal Regional Landfill located at Ravenhall which is owned and operated by Cleanaway Pty Ltd. Council has a contractual arrangement with the Metropolitan Waste and Resource Recovery Group to dispose of general waste under Contract 2010/1 until 2021.

All kerbside collected recyclables are transported to a recycle receipt facility located in Coburg North which is owned and operated by Polytrade. Council has a contractual arrangement with Polytrade Recycling Pty Ltd to receive recyclables under Contract 1836 until 30 September 2017.

In April 2017, Council awarded the receipt of recyclables under Contract 529T to Visy Paper Pty Ltd. All of Council's kerbside collected recyclables will be transported to Visy's recycle receipt and processing facility located in Waterdale Road, Bellbird. This contract will commence on 2 October 2017 and will expire in July 2024.

All kerbside collected green organics is transported to the North West Organics facility located in Bulla owned and operated by Veolia. Council has a contractual arrangement with the Metropolitan Waste and Resource Recovery Group to dispose of green waste under contract 2009/1 until 2025.

All kerbside presented hard waste is collected by WM Waste Management. Council have a contractual arrangement with WM Waste Management Services Pty Ltd to collect, dispose and to recycle materials under Contract 1836 until 30 September 2017.

Council in April 2017 awarded the hard waste collection service to WM Waste Management Services Pty Ltd under Contract 529T. This contract will commence on 2 October 2017 and will expire in July 2022.

## **3. Issues**

On 7 August 2017 the ABC's 4 Corners program aired an episode of their War on Waste series titled 'Trashed: The dirty truth about your rubbish'. This report aired by the ABC investigated a broad spectrum of waste collection and recycle companies mainly within New South Wales with the premise of uncovering what actually happens to waste and recyclables after they are collected from the kerbside and how materials such as plastics and glass in particular are recycled.

The content shown by the ABC has potentially left Moreland residents with questions regarding how Council effectively and efficiently collects and disposes of waste material and how recyclables in general are handled and processed.

## **Garbage, recycling, green waste and hard waste services.**

The garbage, recycling and green waste kerbside collection includes collection and disposal of materials collected from residential (and some commercial) properties throughout the municipality. The current service level is a weekly collection of garbage and recycling and a fortnightly collection of green waste.

As of 2018 the hard waste collection will be a bi-annual collection. The hard waste collection service will allow residents to place up to 2 cubic meters of hard waste per collection period.

## **Waste and recycling collection, disposal and processing 2016-2017**

For the period July 2016 to June 2017 the following volume of materials were collected from the kerbside and either landfilled, recycled or composted.

- General waste: 30,559.15 tonnes
- Recyclables: 16,544.99 tonnes
- Green waste: 10,010.79 tonnes.

Combined collection of recyclables and green waste equals 26,555.78 tonnes which equates to a diversion percentage of 46.50%.

### **Hard waste**

In addition to the quantities above, general waste is 2,436.10 tonnes.

### **Recycled materials**

In addition to the quantities above:

- Scrap metal: 309.85 tonnes
- Electronic waste: 12.08 tonnes
- Mattresses: 116.03 tonnes (4,219 collected).

Combined collection of materials to be recycled equals 437.96 tonnes which equates to a diversion percentage of 15.20% of hard waste.

All kerbside general waste is taken to Cleanaway's Ravenhall landfill and is disposed same day. No general waste material is stockpiled.

All kerbside recyclables are taken to Polytrades' recycle receipt facility in Coburg North on a daily basis. Polytrade stockpile the materials within its receipt facility during the day and as the pile of recyclables increases the product is loaded into transfer trailers and bulk hauled to their main processing and recycling facility located in Dandenong.

Polytrade was stockpiling the overflow of glass at its Laverton facility during 2015 and 2016 whilst it was in the process of building a new facility. Since the beginning of 2017 the stockpiling of glass has reduced as it now has the increased capacity to process and on sell this product.

All kerbside green waste is taken to Veolia's Bulla processing facility on a daily basis. Materials are sorted for contamination and processed same day. Materials are not stockpiled.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

Polytrade Recycling was contacted on 9 August 2017 to provide comment in reference to the ABC's episode of 'Trashed: The dirty truth about your rubbish' and via email stated in their view:

- The comments regarding the landfills were in this view specific to New South Wales and have nothing to do with Victorian kerbside recycle collections;
- The stockpiles of glass shown by a Polytrade representative are from Victorian and New South Wales materials recovery facility prior to December 2016;
- The actual current 'waste materials' from recycle kerbside collection that is disposed to Victorian landfill ranges from 12 to 15 %; this includes but is not limited to textiles, food waste, dead animals and vegetation; and
- Glass from all Victoria kerbside collections was either processed and or stockpiled in Polytrade's warehouse during January 2015 to December 2016. Polytrade is gradually transporting glass from its warehouse back to the Dandenong recycling facility to fully recycle which commenced January 2017.

From 2 October 2017, all of Council's kerbside collected recyclables will be transported to Visy's recycle receipt and processing facility located in Waterdale Road Bellbird. Whilst a contractual arrangement has not formally commenced between Visy Paper Pty Ltd and Moreland City Council, Visy was contacted on 9 August 2017 to provide comment in reference to the ABC's episode of 'Trashed: The dirty truth about your rubbish', specifically regarding the programs investigation and comments pertaining to the recycling of glass. Mr Chris De Fazio who is Visy's Recycling Council Contracts Manager responded by stating the stockpile of glass shown on the ABC program was likely in his view, glass pieces that are too small to be recycled. Mr De Fazio offered the following;

*With respect to glass specifically, Visy receives in excess of 270,000 tonnes per annum of glass from the Australian kerbside recycling system. Visy has a range of options to process this glass for recycling, both directly and through third party arrangements. Recycled glass can be used for glass bottle manufacturing or blended for use in a range of infrastructure projects. Following processing, there can be residual glass materials that are currently not wanted or usable by the glass manufacturing or infrastructure industries and are therefore, uneconomical to process. Visy continues to investigate other opportunities and markets for this material.*

## **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

There are no financial and or resources implications regarding this matter.

## **7. Implementation**

All actions arising from this report have been completed.

## **Attachment/s**

There are no attachments for this report.

# DCI47/17 CONTRACT NO. 569T GRAFFITI MANAGEMENT SERVICES (D17/314411)

## Director City Infrastructure

### Open Space and Street Cleansing

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#### Executive Summary

Council's existing contract with suppliers to assist in the management of graffiti has expired. As part of renewing this contract Council called for other interested councils to engage in a collective procurement process for graffiti management services. A collective procurement process was explored due to the potential savings from economies of scale. Hume City Council and Whittlesea City Council entered into this process with Moreland. Council estimates a saving of approximately 7% from this approach. Although the tender is a collective, each Council enters into its own contract with the successful tenderer.

A tender was called for a panel of appropriately experienced and qualified contractors to provide graffiti management services across the municipality. This tender provides a prequalified panel of contractors which is a more efficient way of getting quotes for works as experience and credentials have already been tested.

An advertisement was placed in *The Age* newspaper on 17 May 2017 and tenders closed 12 June 2017, with 7 conforming tenders received.

The panel includes contractors under the following nominated categories:

- Graffiti removal kits;
- Graffiti removal services;
- Removal of bill posters and other illegal advertising;
- Clean activity centres including pathways, footpath, council notice boards, and similar services; and
- Clean caged bins.

Contractors were invited to submit tenders all or any part of the tender specification.

These works are currently being contracted at Moreland under 2 panel Contracts - 82Q Graffiti Removal Kits and 78Q Graffiti Removal Services, which has expired.

The tender complies with Section 186 of the *Local Government Act 1989*.

#### Recommendation

That Council:

1. Awards preferred supplier Contract 569T – Graffiti Management Services in accordance with the tendered schedule of rates, for a period of three (3) years, with a further two (2) x one (1) year options for extension, to a panel comprising:
  - a) Graffiti removal kits:

Graffiti Removal Systems Pty Ltd	ABN 48 079 733 163
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  - b) Graffiti removal services:

Calcorp Services Pty Ltd	ABN 16 086 998 460
Kleenit Pty Ltd	ABN 51 121 427 003
  - c) Removal of bill posters and other illegal advertising:

Calcorp Services Pty Ltd	ABN 16 086 998 460
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  - d) Clean activity centres:

Calcorp Services Pty Ltd	ABN 16 086 998 460
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e) Clean caged bins

The Haugen Family Trust trading as  
Summerhill Maintenance Services

ABN 61 676 714 902

2. Authorises the Director City Infrastructure to do all things necessary to execute the contracts for Contract 569T – Graffiti Management Services.
3. Advises the successful tenderers of Council's decision in this matter and notifies all other tenderers of the outcome.



## 1. Policy Context

This report is keeping with Council's commitment to the accountability and sound financial management. It also addresses the requirement under Section 186 of the *Local Government Act 1989*, which requires Council to conduct a public tender for services where the contract value is more than \$150,000 for services as well as the commitments contained in the Procurement Policy.

This report demonstrates progress toward the 'Responsible Council' Strategic Objective of the Council Plan and key priority 5 to 'operate without seeking an exemption from the rate cap through efficient use of Council's skills and financial resources'. In particular, it supports key deliverables:

- R5a): Service Innovation Initiative: to support rate capped environment, maintaining service levels, but increasing revenue opportunities or decreasing expenditure; and
- R5c): Working with Regional Partners: Generate financial efficiencies, through collaboration and partnership opportunities.

## 2. Background

3 northern metropolitan councils, Hume, Whittlesea, and Moreland have collaboratively tendered for a panel of contractors for the provision of graffiti management services to all 3 councils.

Moreland, Whittlesea and Hume manage graffiti in different ways, including a fully outsourced model and in-house teams with external support. The tender specification allows each Council to continue to manage the service in that way. Moreland currently manage graffiti with a combination of an in-house team, and assistance from contracted support to remove of graffiti and supply graffiti removal kits and paint vouchers. It is proposed to appoint a panel of suppliers to provide assistance on a needs only basis to cope with overflows and high demand periods.

Driven by the recently adopted Graffiti Strategy, Council provides graffiti removal services to the community, whereby graffiti is removed from Council owned assets and graffiti removal kits and paint vouchers are provided to residents to remove graffiti from private assets.

These services have been provided under 2 contracts, 82Q Graffiti Removal Kits and 78Q Graffiti Removal Services, which has expired.

## 3. Issues

### Procurement process

Interest was sought from other northern region councils to enter into a collaborative procurement process for graffiti management services, and interested councils were invited to a meeting at Coburg Civic Centre on 10 April 2017 to discuss further.

In accordance with Council's Procurement Policy, an open tender for Contract 569T was advertised on 17 May 2017, with tenders closing 12 June 2017, for each of the key services required (**Attachment 1**). A total of 7 conforming tenders were received from the following companies:

- |                                    |                     |
|------------------------------------|---------------------|
| • Bendigo Wheelie Clean            | ABN: 26 136 649 771 |
| • CalcCorp Services Pty Ltd        | ABN: 16 086 998 460 |
| • Graffiti Removal Systems Pty Ltd | ABN: 48 079 733 163 |
| • Kleenit Pty Ltd                  | ABN: 51 121 427 003 |
| • Supply Chain Results             | ABN: 59 439 379 519 |

- The Graffiti Eaters Pty Ltd ABN: 29 006 699 522
- The Haugen Family Trust ABN: 61 676 714 902
- Urban Maintenance Systems Pty Ltd ABN: 38 005 251 954

The assessment panel consisted of the following staff:

- Unit Manager Street Cleansing (Moreland City Council)
- Business Enhancement Officer (Moreland City Council)
- Acting Unit Manager Procurement (Non Scoring) (Moreland City Council)
- Public Works Engineer (Hume City Council)
- Co-ordinator Urban Works (Whittlesea City Council)

The proposed successful contractors have been selected based on evaluation scores against the following criteria.

Criteria	Weighting
Pricing	50%
Experience, background and technical ability	20%
Resources, availability and responsiveness	20%
Quality, OHS compliance, and risk management	5%
Sustainability, social and equal employment opportunity (EEO)	5%

#### Evaluation outcome

Each of the applicants were assessed for the key criteria they tendered for. The below table highlights each preferred panel tenderer and the service they will provide under contract 569T.

Company Name	Selected Category				
	Graffiti removal kits	Graffiti removal services	Removal of bill posters and other illegal advertising	Clean activity centres	Clean caged bins
Calcorp Services Pty Ltd					
Graffiti Removal Systems Pty Ltd					
Kleenit Pty Ltd					
Haugen Family Trust					

All successful tenders proved they had the capacity to provide these services across the 3 councils when required. As all except 1 category has multiple supplier options, gives flexibility to engage contractors for these services will be provided.

#### Social/environmental/local implications

The tenders were evaluated against the relevant social policies of Council. The areas covered as part of the evaluation were environmental management and equal opportunity policies and performance and consideration was given to the location of the business.

#### Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## 4. Consultation

All relevant units from Moreland, Hume and Whittlesea City Councils were consulted throughout this tender process.

## 5. Declaration of Conflict of Interest

Council officers, external consultants and all other parties involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

The street cleansing annual graffiti removal base budget for graffiti removal materials and contracted support services is approximately \$145,000. The annual base allocated budget varies each year therefore, the value of this contract may exceed the Chief Executive Officer delegation of \$700,000 over the life of the contract and requires Council approval.

The collaborative procurement approach undertaken for Contract 569T, provided an opportunity for all 3 Councils to obtain better value from suppliers, creating long term savings throughout the life of the contract. It is estimated that a 7% saving has been achieved through this process.

## 7. Implementation and Timeline

It is proposed that the Director City Infrastructure be authorised to do all things necessary to execute the contract/s and any other required documentation.

Each Council will engage the preferred contractors using their own council Terms and Conditions.

## Attachment/s

- |   |  |            |
|---|--|------------|
| 1 | Assessment Matrix - Contract 569T - <i>This matter is considered to be confidential under Section 89(2) (a) of the Local Government Act, as it deals with contractual matters.</i> | D17/314537 |
|---|--|------------|

**DCI48/17 CHANGE OF START TIME FOR THE URBAN PLANNING  
COMMITTEE MEETING TO BE HELD ON 27 SEPTEMBER 2017  
(D17/326353)**

**Director City Infrastructure**

**Strategic Transport and Compliance**

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**Executive Summary**

At the 12 July 2017 Council meeting, Council resolved to endorse the proposed *General Local Law 2018* with amendments, and to advertise the proposed Local Law for public consultation (DCI38/17).

The consultation period ran from 13 July 2017 to midnight 20 August 2017. 150 submissions were received and 42 people have advised they wish to speak to their submission.

The Mayor has called a Special Council meeting to hear submissions on Wednesday 27 September 2017 commencing at 6 pm. This meeting coincides with the Urban Planning Committee meeting which is scheduled to begin at 6.30 pm. A resolution of Council is required to change the start time of the Urban Planning Committee meeting.

**Recommendation**

That Council :

1. Changes the start time of the Urban Planning Committee meeting from 6.30 pm to 8 pm on Wednesday 27 September 2017.
2. Gives public notice in the *Moreland Leader* newspaper and on Council's website that the Urban Planning Committee to be held on 27 September 2017 will commence at 8 pm.

## REPORT

### 1. Policy Context

Pursuant to section 119(2) of the *Local Government Act 1989* (the Act), public notice was given in the *Victoria Government Gazette*, on Council's website and in the local newspaper stating the purpose and general purport of the proposed Local Law, that any person affected by the proposed Local Law may make a submission under section 223 of the Act and that a person may be heard in support of their submission at a meeting of the Council.

### 2. Background

Public notice was given in the *Victoria Government Gazette* that the hearing of submissions for the proposed *General Local Law 2018* would be held at a meeting of the Council on Wednesday 27 September 2017 commencing at 6 pm. This meeting coincides with the Urban Planning Committee meeting which is scheduled to begin at 6.30 pm.

### 3. Issues

A resolution of Council is required to change the start time of the Urban Planning Committee meeting.

#### Human Rights Consideration

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

### 4. Consultation

The Moreland Executive Group and officers from various Council departments have been consulted in the preparation of this report.

### 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

### 6. Financial and Resources Implications

There are no financial and resource implication resulting from this report.

### 7. Implementation

Affected parties will informed of the amended start time of the Urban Planning Committee meeting. The amended start time will be advertised in the *Moreland Leader* newspaper and on the Council website.

### Attachment/s

There are no attachments for this report.

## **DSD30/17 SUMMER 2017-2018 SPORTS GROUND SEASONAL TENANCY ALLOCATIONS (D17/286217)**

**Director Social Development**

**Youth and Leisure**

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### **Executive Summary**

Council has a strong commitment in providing its community with sporting and recreational facilities and opportunities, encouraging them to stay active to improve their health and wellbeing outcomes.

Council's Allocation and Use of Sporting Facilities, Grounds and Pavilions Policy supports participation in team based sports, and provides a framework for the seasonal allocation of sporting grounds and pavilions to clubs through a tenancy agreement.

Facilities are allocated to clubs with sound governance structures, open membership for men, women and juniors, have elected committees and a demonstrated commitment to social responsibility, as well as participation in any club development program required by Council.

### **Recommendation**

That Council :

1. Allocates sports grounds and pavilions for the 2017–2018 summer season to the clubs nominated in Attachment 1 to this report.
2. Notes the information in Confidential Attachment 2, that any club owing ground or pavilion fees from previous seasons, or with outstanding utility fees, will not be offered summer 2017-2018 ground allocation until payment is made, or an agreed payment plan is in place.
3. Notes that clubs will be required to provide all compliance documentation prior to receiving their summer 2017-2018 sports ground seasonal allocation.
4. Authorises the Director Social Development to make changes to the allocation of facilities for the duration of the 2017–2018 summer season as required.

## **1. Policy Context**

The Allocation and Use of Sporting Facilities Grounds and Pavilions Policy 2016 (the Policy), together with the Sporting Facilities, Grounds and Pavilions User Guide (the User Guide) provides a framework for the allocation of Council's sporting facilities and outlines the terms and conditions of use.

## **2. Background**

At the Council meeting in February 2016, Council resolved an update of the Policy (DSD25-CL). The Policy, together with the User Guide, outlines the terms and conditions of use for Council's sports facilities.

Clubs providing sport, recreation and physical activity opportunities must develop and demonstrate policies, strategies and active programs that increase the participation, general health and wellbeing of juniors, seniors, males and females.

Allocation of Council facilities will only be provided to clubs whose membership provides the following in their respective sporting codes:

- At least 1 junior team / side;
- At least 1 female team / side;
- Registered sport association development programs;
- Female representation on club committee and/or board.

## **3. Issues**

### **Cricket competition**

Cricket Victoria has launched a strategy after a review of the structure of cricket competitions across the entire Melbourne metropolitan cricket community – 'Melbourne Metropolitan Cricket – a Strategy to Embrace a Changing Game'. The strategy has, at its basis, the creation of 5 regions across Melbourne with each region administering and delivering all cricket competitions. Presently, in just the Moreland municipality alone, there are 4 different cricket competition administrations. This strategy proposes to reduce this administration structure to 1.

The strategy has a staged roll out over the next 12 months, and does not impact ground allocations for any club.

### **Capacity of Moreland's sporting grounds**

Tenancy and allocation applications are considered firstly in relation to the capacity of Moreland's sporting grounds, and secondly with respect to the club's compliance to the Policy.

As with previous seasons, Council's facilities (grounds and pavilions) are being fully utilised/occupied. With capacity maximised and no new facilities available, officers are mindful to ensure allocations do not exceed ground capacity.

Excessive allocations result in overused and damaged playing surfaces. This creates unsafe playing conditions and leads to temporary ground closures, which can impact upon club utilisation in the medium term, and create additional maintenance requirements to bring back to the appropriate standards.

Furthermore, with facilities currently at capacity, any new clubs or teams looking to receive an allocation within the municipality cannot be accommodated.

### **Season extensions / hosting finals and maintenance scheduling**

It is important to note that maintenance works can impact on the ability to allocate grounds, particularly when these:

- involve turf wicket change-over;
- state and local sporting association seasonal competition extensions;
- requests to host 'home ground' finals; and
- club seasonal changeover pre-season training requests.

The impact for sporting clubs and Council is that the changeover period from 1 season to the next is becoming shorter. This places more pressure on Council to have grounds ready for the next season in a shorter period of time, however ground reparation works often require a minimum 4 week 'lay-off' window to ensure that the best surface condition can be provided.

Council's Management and Maintenance of Council Sports Ground Policy (Management and Maintenance Schedule), places Council in a better position to understand when these works will occur, and assists to avoid allocating grounds when this will impact on necessary maintenance. However, this may mean that requests are not always able to be granted.

All finals and pre-season training requests and allocations to grounds will be determined with consideration for the programmed, and at times reactive, maintenance that needs to be performed to ensure the long-term sustainability of a sports ground.

A proactive maintenance regime will not only ensure that the expected standards are met, but that the condition of these assets is protected and improved. Responsive maintenance will also ensure the safe and adequate provision of sports facilities and ensure maximum benefit and usage for the total community.

### **Sporting ground and pavilion allocation policy compliance**

A list of 13 clubs applying for a summer 2017-2018 sports ground and pavilion allocation can be seen in Attachment 1. This attachment indicates participation levels of genders in juniors and seniors including numbers of teams each club has. This data is requested as part of each club's tenancy application prior to season starting so is subject to change as registration days are held, training resumes and the season starts.

The Policy was updated February 2016 to include a requirement for at least 1 female team. Not all clubs are currently compliant with this, however a 3 year period has been granted to clubs to undertake female team development. For the upcoming summer season 2017-2018, 8 of the current 13 cricket clubs (61%) comply with the current policy, compared to 5 out of the 13 clubs (39%) in the 2016-2017 summer season, an increase of 3 clubs (23%) with female teams.

Council officers, in partnership with state sporting associations, will continue to work with the 5 clubs that are not currently compliant to support their ability to meet the Policy requirements and become fully compliant by 2019. As a minimum, clubs must have a registered junior or senior female team for the 2019–2020 Summer season to comply with the Policy.

The North West Metropolitan Cricket Association will again be staging an Under 13 girl's competition. Moreland clubs made up half of the competing clubs in the inaugural season and this is set to increase again this season.



### **Outstanding fees**

Council officers monitor the payment of fees, and clubs with outstanding debts are advised that these debts could affect future ground allocations. All clubs with outstanding debts receive in writing a request to finalise payment. Relevant state sporting associations are also advised.

**Confidential Attachment 2** details current debtors at the time of this report. It is recommended that these clubs are not provided with an allocation until these debts have been paid.

### **Human Rights Consideration**

The implications of this report support requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

Recreation Services has consulted all relevant sporting bodies including Cricket Victoria, Victorian Turf Cricket Association, North West Metropolitan Cricket Association and the Victorian Sub District Cricket Association in the preparation of this report.

Internal consultation has been undertaken between the Recreation Services and Open Space Units to confirm the allocation of facilities.

## **5. Officer Declaration of Conflict of Interest**

Council Officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

The projected fees and charges income for the 2017–2018 summer sports ground and pavilion rental is \$100,077.13

## **7. Implementation**

Following Council's decision, clubs will receive written notification of their allocation within 14 days.

### **Attachment/s**

- |   |   |            |
|---|---|------------|
| 1 | <a href="#">↓</a> Summer Sports Ground Allocations 2017 - 2018  | D17/301102 |
| 2 | 2017 - 2018 Summer Sports Ground Tenancy Allocations - Outstanding Debtors - <i>This matter is considered to be confidential under Section 89(2) (a) of the Local Government Act, as it deals with contractual matters.</i> | D17/305862 |

Club	Venues to be allocated		Allocation of Sporting Facilities, Grounds and Pavilion Policy compliance										Documentation required for allocation* as at time of report Incorporation (copy) Public Liability Insurance (copy) Liquor License (copy) Food Registration (copy)	Affiliated Association	
	Training ground/s	Match ground/s	Junior development program	Juniors		Junior teams		Seniors		Senior teams		Male			Female
				Male	Female	Male	Female	Male	Female	Male	Female				
<b>SUMMER ALLOCATIONS</b>															
Brunswick Cricket Club	Gillon Oval	Gillon Oval Holbrook Reserve Allard Park Clifton Park West	Milo	147	27	10	2	70	32	6	2	Submitted	VSDCA VTCA		
Coburg Cricket Club	City Oval	City Oval Hallam Reserve Parker Reserve East Parker Reserve West	Milo	100	16	6	1	55	35	5	2	Submitted	VSDCA NWMCA		
East Coburg Cricket Club	Breantley Reserve	Breantley Reserve Jackson Reserve Cole Reserve West	Milo	72	1	5		70		4		Submitted	VTCA NWMCA		
Haig Fawkner Cricket Club	Mutton Reserve	Mutton Reserve East Mutton Reserve West	Milo	70	4	6		50		4		Submitted	VTCA NWMCA		
Glenroy Cricket Club	Sewell Reserve Wallace Reserve	Sewell Reserve Cole Reserve South Wallace Reserve	Milo	36	5	3		60	11	5	1	Submitted	VTCA NWMCA		
Pascoe Vale Hadfield Cricket Club	Raeburn Reserve Martin Reserve	Raeburn Reserve Martin Reserve Parker Reserve East	Milo	95	28	7	2	62		5		Submitted	VTCA NWMCA		
North Brunswick Rosebank Cricket Club	Allard Park	Allard Park	Milo	108	15	4		115		5		PLI outstanding	NMCA		
Oak Park Cricket Club	JP Fawkner East Reserve	JP Fawkner East Reserve	Milo	36	1	3		25		2		Submitted	NWMCA		
Pascoe Vale Central Cricket Club	Oak Park Reserve	Oak Park Reserve Clifton Park West	Milo	57	4	5		100		6		Submitted	NWMCA		
Pascoe Vale United Cricket Club	Cook Reserve	Cook Reserve Wallace Reserve West	Milo	40	8	3	1	50		4		Submitted	NWMCA		
St Andrews Pascoe Vale Cricket Club	Cole Reserve	Cole Reserve North Cole Reserve South Cole Reserve West	Milo	77	8	5	1	50	15	4		Submitted	VTCA NWMCA		
St Francis de Sales Cricket Club	JP Fawkner West Reserve Rayner Reserve	JP Fawkner West Reserve JP Fawkner East Reserve Rayner Reserve McDonald Reserve	Milo	65	4	15	2	70		5		Submitted	VTCA NWMCA		
West Coburg Cricket Club	Shore Reserve Morris Reserve	Shore Reserve Fleming Park Wallace Reserve West Morris Reserve McDonald Reserve	Milo	167	32	13	2	58		6		Submitted	VTCA NWMCA		

Highlights No Female Participation

## **DSD31/17 2017-2022 MORELAND ARTS AND CULTURE STRATEGY: CREATIVE CAPITAL (D17/321685)**

### **Director Social Development**

### **Cultural Development**

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#### **Executive Summary**

The *2017–2022 Moreland Arts and Culture Strategy: Creative Capital* (the Strategy) at Attachment 1 articulates how Council will ‘strengthen the significant creative sector in Moreland and enhance its standing as a destination for the arts’ as outlined in the Council Plan 2017-2021. The Strategy builds on Council’s significant history and commitment to the arts. It articulates how Council will continue to support Moreland’s creative sector to thrive and build the creative capital of our city.

Over the course of the past year, there have been several consultation initiatives to develop the Strategy. These have included:

- 2 surveys;
- 7 consultation events;
- numerous meetings with internal stakeholders;
- the Moreland Arts Board;
- Councillor Briefing and external experts;
- desktop research on other relevant policies; and
- key trends and issues effecting the creative sector both in Victoria and more broadly.

Following Council’s endorsement of the draft Arts and Culture Strategy (DSD24/17), the draft was made public for further consultation comments. The feedback received has been considered in the final version of the Strategy proposed for adoption.

The *2017–2022 Moreland Arts and Culture Strategy: Creative Capital* outlines some of the key issues effecting the creative sector and makes 19 commitments that have been developed to both enhance the capacity of Moreland’s creative sector to maintain and grow their practice in the municipality, as well as increase access and engagement of the community in Council’s Arts and Culture program as both participants and audiences.

Once adopted, it is proposed that the Strategy will be launched in November 2017.

#### **Recommendation**

That Council adopts the 2017–2022 Moreland Arts and Culture Strategy: Creative Capital.

## 1. Policy Context

The *2017–2022 Moreland Arts and Culture Strategy: Creative Capital* (the Strategy) (**Attachment 1**), is consistent with the Council Plan 2017-2021 initiative 'to strengthen the significant creative sector in Moreland and enhance its standing as a destination for the arts'. The Strategy is also consistent with objectives of the Economic Development Strategy, Human Rights and Inclusion Policy and is aligned to initiatives of the Brunswick, Coburg and Glenroy Structure Plans.

## 2. Background

The Strategy articulates Council's commitment to a vibrant cultural life as intrinsic to Moreland's identity.

The Strategy acknowledges the strength of the existing creative sector in Moreland and seeks to not only maintain, but further build on, the existing creative capital in Moreland. It provides Council with direction over the next 5 years for positioning the creative sector as essential, dynamic, flourishing and enriching of the cultural life of the City, bringing both significant social and economic capital to our municipality.

## 3. Issues

### Vision

In line with the Council Plan 2017-2021, the vision for the Strategy is to strengthen the significant creative sector in Moreland and enhance its standing as a destination for the arts. Key aspects of this vision include:

- To enhance the capacity of Moreland's creative sector to maintain and grow creative practice in the municipality; and
- To increase access to, and engagement of, community in Council's Arts and Culture program as both participants and audiences.

### Role of Council framework

The Strategy is built on a framework that considers the various roles Council can play to achieve strong outcomes for both its creative sector and the community more broadly. It articulates how Council will build creative capital through 3 roles:

- As a producer where Council initiates, coordinates and delivers events, festivals, programs and exhibitions;
- As a supporter where Council encourages a thriving creative sector through investment, facilitation and advocacy; and
- As a cultivator where Council employs various strategies to engage with community and build arts audiences across Moreland's community.

### Feedback on Draft Arts and Culture Strategy

Feedback was sought for the Draft Strategy from 24 July to 14 August 2017. Responses were received from Moreland City Band, Sussex Neighbourhood House, J-Studios and Artistic Merit as well as 2 individuals.

A consultation event regarding the Draft Strategy was held on 14 August 2017 which was attended by Council and community representatives.

Key points arising from the consultation included:

- it is important to scope how artists can be engaged with Council priorities beyond projects with creative outcomes but also with issues effecting the municipality more broadly;

- there is a need for Council to better articulate why it is investing in the arts and the known and understood changes facing the City, particularly with regard to the significant growth in the south of the municipality;
- ensure there is a dedicated capital budget for public art projects, particularly aligned to Council's capital projects;
- strengthen reflecting and planning for the diversity of the community;
- a partnership model will be key to the implementation of the Strategy; and
- the final Strategy needs to be edited and designed in a manner that makes it more accessible and easy to read.

This feedback will inform the implementation of the Strategy. In addition, the following changes have been incorporated into the final version of the Strategy proposed for adoption:

- Commitment 4 – Permanent Public Art Commissions – added reference to opportunities to expand the Public Art collection through Council's capital works program;
- Commitment 7 – Creative spaces in community centres and hubs – added Coburg Square to list relevant community centres. Also added that it will be important to ensure creative sector participation of the planning and development of these hubs as they offer a unique perspective on the usability and opportunities for future activation;
- Commitment 13 – Assist navigation of Council requirements – removed term 'spontaneous art' and replaced with 'These initiatives will operate across all art forms and event types, including working with officers implementing the Graffiti Strategy to facilitate street art projects as well as with Local Laws to support artists wanting to busk in the municipality'; and
- Commitment 19 – Arts Moreland Placement Program – added reference to working with artists from a refugee background as well as working in partnership with Council's Community Development and Social Policy Unit.

#### **Human Rights Consideration**

The implications of this report support the requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

The Strategy has been informed by a consultation process undertaken over the past year. A comprehensive outline of consultation initiatives can be found in the Strategy on page 17, including:

- community consultation through various consultation meetings, surveys, interactive activities at major events and focus groups;
- the Moreland Arts Board endorsed the draft Strategy at its 25 May 2017 meeting.
- the Moreland Executive Group was consulted regarding the Strategy on 30 May 2017;
- advice was sought from officers across Council, particularly through the input of the Arts and Culture Strategy Steering Committee which includes officers from Places, Economic Development, Communications and Community Development and Social Policy;
- various meetings were held with key sector representatives including from neighbouring councils, City of Melbourne, Creative Victoria, Multicultural Arts Victoria, Municipal Association of Victoria and other arts organisations;
- Councillors were consulted at the 13 June 2017 Council Briefing; and
- a consultation event for the Draft Arts and Culture Strategy was held on 14 August 2017.

## 5. Officer Declaration of Conflict of Interest

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 6. Financial and Resources Implications

The financial implications of the Strategy are outlined against each commitment. Of the 19 proposed Commitments, 12 are within existing resources. Those that are not within existing resources include:

- Commitment 3 – Expanded Counihan Gallery In Brunswick – financial implications to be determined as part of the redevelopment costs of Brunswick Civic Centre;
- Commitment 4 – Permanent Public Art Commissions – proposed Capital Budget Bids of \$80,000 to be referred into 2018-2019 and 2021-2022 budget process;
- Commitment 7 – Creative spaces in community centres and hubs – to be determined as part of the plans for development of various sites;
- Commitment 9 – Needs analysis of Arts Hub – budget allocation of \$30,000 in 2017-2018 financial year for needs analysis. Further resource requirements to be determined following recommendations of analysis;
- Commitment 11 – Arts Investment Program – budget allocation of \$50,000 per annum for 2017-2018 and 2018-2019 financial years with evaluation in 2018 to determine subsequent budget allocations;
- Commitment 16 – Inclusion and accessibility – within current resources with potential operational budget bid for implementation of specific initiatives in future;
- Commitment 17 – Improved Marketing – within current resources with potential operational budget bid for implementation to be referred into 2018-2019 budget process; and
- Commitment 18 – Strengthen community engagement in the North – Operational budget bid to be referred into 2018-2019 budget process, to be determined following Social Inclusion Plan development.

In all instances, opportunities for partnerships will be scoped.

## 7. Implementation

Subject to Council adoption, the Strategy will be launched in November 2017. Implementation of the Strategy will be evaluated and monitored as part of both the Council Plan 2017-2021 and Service Unit Plan reporting for the Arts and Culture Unit.

## Attachment/s

- 1 [↓](#) Arts and Culture Strategy 2017 - 2022 Creative Capital - Final D17/322066

# Creative Capital

2017–2022 Arts and Culture Strategy



D17/321859

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*We acknowledge the Wurundjeri as the traditional owners of what now makes Moreland, and celebrate the history and contemporary creativity of the world’s oldest continuous living culture.*



## Mayor's Message

*Art cannot change events. But it can change people. It can affect people so that they are changed... because people are changed by art – enriched, ennobled, encouraged – they then act in a way that may affect the course of events... by the way they vote, they behave, the way they think.*

- Leonard Bernstein

The Arts and Culture Strategy will build on Moreland City Council's significant history and commitment to the arts; it will articulate how Council will continue to support Moreland's creative sector to thrive and build the Creative Capital of our City.

Creative Capital is a term used in this document to describe the positive contribution a strong creative sector makes to both the social capital of a locality as well as its local economy. It recognises that although an Arts and Culture Strategy focuses on the creative sector, the benefits of a thriving cultural sector are not exclusive to artists or those engaged in creative industries - the benefits of a strong creative sector permeate many aspects of civic life.

A large body of national and international research, and public policy, has validated that the creative sector is a driver of multiple social, economic and cultural benefits. Artists play an important role in society by exploring key issues of our times and communicating ideas which reflect our cultural identity. As the quote above articulates, culture can deepen, or strengthen, our understanding of important issues. This greater understanding has been found to result in greater social cohesion, community leadership and the improved liveability of cities. A thriving cultural sector also ensures the unique make up and character of Moreland remains vibrant.

The development of this Arts and Culture Strategy was an opportunity for Council to better understand current issues and trends affecting the creative sector. A list of the consultation initiatives can be found later in the document. With this knowledge, Council can take action and provide opportunities and support in a meaningful and engaging way. This Strategy articulates how Moreland will build its Creative Capital through three roles it plays:

- As a **Producer** where Council initiates, coordinates and delivers events, festivals, programs and exhibitions
- As a **Supporter** where Council encourages a thriving creative sector through investment, facilitation and advocacy and
- As a **Cultivator** where Council employs various strategies to engage with community and build arts audiences across Moreland's community

The Strategy focuses on key areas that are either new commitments or major projects over the next five years. It is not intended as a comprehensive outline of the many and varied activities that Council delivers or supports that involve the arts. These can be found on Council's website.

I would like to thank those people who contributed to the development of the Strategy, in particular; the Moreland Arts Board, representatives from both the arts and general community, fellow Councillors and Council Officers.

## Moreland Context

*'Things have never looked better in Moreland for artists. It is a good place to be'* – 2016 Survey Respondent

We are proud of our creative sector. Moreland is home to internationally recognised artists, writers and musicians as well as a burgeoning number of emerging artists. It is consistently recognised by a variety of key arts organisations as the area where most of the artists they engage with live or work. Moreland has the most singer/songwriters in the country, a growing maker movement and an award winning creative sector including, but not limited to, visual artists, musicians, writers, performing artists, makers, designers and architects. Our sector is mostly made up of a strong contingent of independent artists and small to medium sized arts organisations, and as such, this Strategy focuses on these stakeholders.

Moreland Council has a strong history of leading the way on important issues such as human rights and climate change. Artists have been integral to this advocacy and have made an impressive contribution to the distinctiveness and vitality of Moreland.

Council has had an Arts and Culture Strategy in place since 2001, although its support and advocacy for local artists stretches back over 30 years. This ongoing policy position demonstrates a 16 year commitment to strategically planning for the arts in Moreland. This new Arts and Culture Strategy will once again show leadership by contributing to the Creative Capital in our City.

The Arts and Culture Strategy takes an asset based approach to strategically planning for Moreland's creative future. As such, the Strategy acknowledges the strength of the existing creative sector in Moreland and seeks to not only maintain, but further build on, the existing Creative Capital.

## Vision and Scope

In line with the Council Plan, the vision for this Strategy is to strengthen the significant creative sector in Moreland and enhance its standing as a destination for the arts. Key aspects of this vision include:

- to enhance the capacity of Moreland's creative sector to maintain and grow creative practice in the municipality and
- to increase access to, and engagement of, community in Council's Arts and Culture program as both participants and audiences.

### What is the Creative Sector?

The creative sector referred to in this Strategy describes arts and cultural activities that span many disciplines including visual arts, music, theatre, performance, literature, public art, design, fashion, filmmaking and craft amongst many. This Strategy is primarily focused on strengthening the capacity of professional practice, however this context includes activities that are both commercially produced and community based.

## Council as Producer

Where Council initiates, coordinates and delivers events, festivals, programs and exhibitions

The Arts and Culture program delivered by Moreland is extensive and diverse. There are a number of festivals, projects and exhibitions that are produced, curated or provided by Council. These include:

- Festivals and Events Program – annual events such as the Brunswick Music Festival, Sydney Road Street Party to community festivals such as the Coburg Carnivale, Fawkner Festa, Glenroy Festival, Carols by the Lake and Coburg Night Market;
- Public Art Program – annual public art show MoreArt, commissions and various temporary projects.
- Counihan Gallery In Brunswick - annual program which stages approximately eight exhibitions annually; a selection of which are curated by the Gallery with accompanying public programs.
- Council presented activities, such as workshops during Reconciliation Week and artist in community projects.

Beyond the activities outlined above, which are delivered by the Arts and Culture Unit, cultural projects or activities also feature significantly in various cross council programs including:

- the commissioning of a number of important public art works in Brunswick, Coburg and Glenroy activity centres by Place Management
- an extensive program of author talks, events and forums through the Read More program at Moreland's libraries

Council recognises that there are a number of benefits to Council presented events, exhibitions or projects. Council is particularly well placed to ensure there are quality and affordable cultural activities in areas where there is minimal community led arts activity. Council's role as a Producer is important in this regard as it provides valuable opportunities for a broader section of Moreland's community to access and engage with a variety of cultural activities.

Within an organisation such as Council, the Arts and Culture Unit can also leverage a broad spectrum of expertise, connections and resources across other disciplines. This includes initiatives such as working with young and emerging artists in partnership with Youth Services; partnering with the Strategic Transport area to encourage cycling to events; or consulting with areas such as Community Development and Social Policy on initiatives to make events more accessible.

Beyond a wide range of internal expertise, Council also has access to an extensive network of external organisations. Council is well placed to engage with, and enter into agreements with, either State or Federal government entities without which programs such as the very successful MoreArt would not be feasible.

Finally, unlike many arts organisations who are dependent on annual or triennial funding rounds, which in turn inform how limited resources are dedicated, Council has the financial stability to develop longer term projects with large broad community outcomes and ensure these projects can evolve holistically.

## Commitments:

### Brunswick Music Festival

The cultural importance of the Brunswick Music Festival, including its opening and closing events the Sydney Road Street Party and Music for the People, as an opportunity to promote the thriving music sector of Brunswick was a key priority identified in the consultation event for the Festival in 2016. It is one of Moreland's most significant cultural tourism opportunities and provides scope for further partnering with local music venues. It is also recognised as a significant opportunity to support musicians. Through Council directly producing the Festival, Council can program in a way that supports emerging artists, or concerts that are not as commercial, alongside internationally renowned ones.

**Commitment 1:** Continue to present the Brunswick Music Festival and promote Brunswick as a vibrant music destination in Australia

**Outcome:** High quality and diverse programming that represents and includes Moreland's local music sector while attracting audiences from both near and far

**Resource requirement:** Within current resources

### Festivals Program

Whilst objectives and evaluation criteria for the overall festivals program have been in place for some time, the scope and variety of Moreland Council's festivals program warrants further consideration of the unique opportunities and target communities of each individual event. For example, the Coburg Night Market presents a valuable opportunity to support local artists and artisans, whilst festivals such as the Glenroy Festival are able to facilitate community connections and engagement with key community organisations and facilities in that area. As part of the ongoing continuous improvement of the festivals program, and in partnership with the Moreland Festivals Reference Group, Council will therefore consult community and review each event to develop objectives that are relevant to each.

**Commitment 2:** Review Festivals program to establish clear objectives and measurable outcomes for individual events in the program

**Outcome:** Review at least 2 events annually and evaluate them against established measurable outcomes

**Resource requirement:** Within current resources

### Expanded Counihan Gallery In Brunswick

The Brunswick Civic and Cultural Feasibility Study, endorsed by Council in March 2014, included an action to extend the Gallery and gain shop front presence on Sydney Road. This would both serve to raise the profile and exposure of the Gallery, which was identified as a key priority during the development of the Gallery's Audience Development Plan, as well as increase exhibition space. As part of this development, it would be important to improve the storage of Moreland's growing Art Collection to safeguard this valuable cultural asset. In addition, given plans for this extension are not anticipated to commence until 2020, opportunities for further exhibitions should also be explored through displays in the Brunswick Civic Centre foyer and potential pop up exhibitions in the northern suburbs.

**Commitment 3:** Expand opportunities for exhibitions produced by the Counihan Gallery In Brunswick

**Outcome:** Plans for extension of the Gallery underway

**Resource requirement:** To be determined once planning and design for the redevelopment of the Brunswick Civic Centre is undertaken



### Permanent Public Art Commissions

The desire to see Moreland's creative vibrancy reflected in its streetscapes was also a strong theme during the development of this Strategy. It was noted that there have been very limited permanent public art commissions delivered by Council over the past 5 years with the program having focused more on temporary activations such as MoreArt. There has concurrently been an increase in demand for public art commissions. This has ranged from commissions driven by traders' associations to improve attractiveness of shopping areas to community led initiatives to commemorate important aspects of Moreland's cultural and historical character. In addition, there may also be opportunities to expand the permanent public art collection through Council's capital works program.

Commitment 4: Scope potential to expand public art program through the commissioning of permanent public art commissions

Outcome: Minimum of two major public art commissions in Moreland in next 5 years

Resource requirement: Capital Budget Bids of \$80,000 each in financial years 18/19 and 21/22

### MoreArt

MoreArt is well recognised as a unique public art event in Melbourne which runs along the length of our municipality along the Upfield rail line and bike path. It has a strong reputation as a public art event that attracts artists from a variety of disciplines and has significant scope for large scale audience engagement. It has also managed to successfully leverage a number of important partnerships with organisations such as VicTrack and MetroTrains. MoreArt commenced in 2010 and has continued to demonstrate the ability of artists to transform urban environments into vehicles for contemplation, celebration and imagination. It has also provided instrumental support to a number of artists who have gone on to further develop and exhibit their work both nationally and internationally.

Commitment 5: Continue to produce MoreArt as a unique place activation initiative and platform for emerging artists

Outcome: Present MoreArt annually with a positive sense of place created through its artistic programming

Resource requirement: Within current resources

### Indigenous Participation

Council's Human Rights Policy 2016-2026 makes a commitment to Aboriginal and Torres Strait Islander communities as a priority group. It articulates Council's vision for reconciliation where Indigenous Australians are recognised as the traditional custodians of the land and whose dispossession is addressed through respectful partnerships, particularly with the Wurundjeri people as traditional owners of the land we now call Moreland. In addition, the Council Plan has an initiative to scope improved opportunities for Indigenous employment. As such, Council will continue to scope opportunities for Aboriginal artists to be supported, respected and appropriately engaged across all aspects of our programs, as well as make a commitment to ensuring programs are delivered in a manner that is culturally aware, that appropriate acknowledgements are integral to all events and Council continues to develop appropriate ways to collaborate with and engage Traditional Owners.

Commitment 6: Deliver programs annually that engage Aboriginal artists and, where appropriate, are led by these artists

Outcome: Engage Aboriginal artists in a minimum of five programs annually

Resource requirement: Within current resources

#### Creative spaces in community centres and hubs

The Council Plan outlines a commitment to developing a number of community hubs which are relevant to the Arts and Culture program; namely Saxon Street, Merlynston Hall, Coburg Square, Wheatsheaf Hub and Fleming Park. These spaces currently host a number of creative organisations who are important stakeholders for the future development of the sites. It will also be important to ensure the creative sector participation of the planning and development of these hubs as they offer a unique perspective on the usability and opportunities for future activation.

**Commitment 7:** Participate in the planning and development of these spaces to ensure creative needs are considered

**Outcome:** Contribute to development of community hubs across the municipality in a manner that leverages both existing and future creative activities.

**Resource requirement:** To be determined as part of plans for development of appropriate sites

#### Writer in Residence Program

Writers play a vital role in the creative capital of any city and Moreland is privileged to have many diverse writers, from those that are at the early stages of their careers to ones that are award-winning and internationally recognised. Over the next five years Council will engage with writers either through aspects of the existing arts and culture program or through unique Writer in Residence opportunities. This will provide an important opportunity to both promote Moreland's local writers but also build a collection of either fiction or non-fiction writing which resonates with Moreland's contemporary culture.

**Commitment 8:** Initiate a Writer in Residence program

**Outcome:** Engage writers in local program on issues that matter to Moreland.

**Resource requirement:** Within existing resources

## Council as Supporter

Where Council encourages a thriving creative sector through investment, facilitation and advocacy

The combination of significant urban growth, which has continued to reduce the available spaces for creative development in our City, and an arts funding environment that has become more inaccessible, has created a legitimate concern for the ongoing sustainability of Moreland's dynamic and emerging creative sector. Whilst Moreland can currently boast a thriving creative sector, its continuity is fragile and there is a genuine need, and an important role, for Council to support its endurance in our municipality. How this can be achieved is a complex issue as some aspects of change may simply be part of the evolution of our City. Culture itself is continually evolving and not stagnant. At the same time, however, it is critical that the 'make up' and characteristics which are integral to Moreland's distinctiveness, and often most valued by the local community, remain. Council therefore has an important role to support, and advocate for, its creative sector.

Support Council currently provides through the Arts and Culture Unit includes:

- The Moreland Art Collection which boasts a number of works by renowned artists such as Jill Orr, Noel Counihan, Lin Onus, Wolfgang Sievers, Graham Drendel and Fiona Foley.
- The Making it Moreland program which is an increasingly popular series of professional development and networking events
- Overseeing the management of creative spaces such as the Mechanics Institute and through publications such as 4 Walls which offer practical advice on setting up and maintaining creative spaces
- The Celebrating Place Grants program which is designed to support local activations and has an extensive capacity building program to support community led initiatives.

Other areas of Council also deliver programs that support Moreland's creative sector. These include:

- Economic Development support a number of creative businesses in Moreland through their Moreland Made program as well as delivering highly successful Creative Moreland networking events annually
- Youth Services have continued to deliver the Freeza Program which supports the professional development of many young people in the music sector.
- Library Services deliver the Made in Moreland program which showcases and highlights Moreland based writers, musicians and film makers.

In addition to identifying mechanisms to support professional arts practice, this support should also consider capacity building initiatives that encourage community driven activity, particularly in areas of the municipality with limited arts activities.

Council is well placed to advocate for the creative sector given it engages regularly with extensive networks across the public and private sectors. It also engages with other tiers of government. However, this advocacy needs to stem from, and be shaped by, engagement with Moreland's creative sector.

Council is equally well placed to support either independently or community led arts activities with regulatory or compliance related issues. As noted previously, the scope of expertise within an organisation as multifaceted as Council is significant, and therefore Council Officers have access to informed and sound advice on a variety of matters that could be of benefit to the creative sector.

## Commitments:

### Needs analysis of Arts hub

The demand for more accessible and affordable spaces for creative development has consistently been identified as a key need in most consultations regarding Council's arts and culture program. Along with access to spaces for the presentation of work, there is a concern that spaces which support development of arts practice; such as studios, rehearsal or office spaces, are becoming more difficult to secure, creating a significant need for Moreland's creative practitioners. There are a number of initiatives that would be of clear benefit, however a thorough needs analysis will provide an evidence based plan for Council's strategic investment to support and grow Moreland's creative sector. This also links to the Economic Development Strategy themes of 'developing a vibrant ecosystem of new enterprises in Moreland'.

**Commitment 9:** Undertake a scoping study and needs analysis of creative development spaces in Moreland which explores the feasibility of an Arts hub. Following this, implement initiatives that arise from the needs analysis to both support and grow the level of creative industry in Moreland  
**Outcome:** Action Plan that responds to the needs of creative development spaces to support and grow the level of creative industry in Moreland

**Resource requirement:** Budget allocation of \$30,000 for Needs Analysis in 17/18 financial year with further resources in subsequent years to be determined following recommendations of analysis

### Creative Precincts

Moreland's independent and small arts organisations have often expressed a sense of vulnerability to ongoing development, particularly in areas such as Brunswick where there is an overall perception that creative spaces will soon be displaced. The provisions made in the Moreland Industrial Land Strategy (MILS) mitigate this issue to a significant degree, however they are not widely known. Within the MILS a number of areas across the municipality, including a reasonable footprint in Brunswick and North Coburg, have been identified as sites for urban manufacturing. Creative industries were one of the key considerations of retaining the Industrial zoning in these areas. It is therefore important that increased facilitation, information sharing and knowledge building regarding zoning restrictions and compliance requirements is undertaken. There is also an opportunity to investigate the potential for further strengthening this commitment through developing incentivised zoning for creative industries such as those which have been implemented in New York. This opportunity would also show leadership in making firm a commitment to the creative sector in Moreland.

**Commitment 10:** Better communicate about zoning that supports creative industries, and investigate opportunities to further strengthen this zoning, in the municipality

**Outcome:** Ensuring zoning areas remain in Moreland that support creative industry

**Resource requirement:** Within current resources

### Arts Investment Program

Support for independent arts professionals or small to medium arts organisations based in Moreland is often cited as a high priority in consultations. Benchmarking has shown that other comparable municipalities such as Yarra, Darebin and Maribyrnong each have considerable arts organisation funding programs which are highly successful in maintaining and attracting activities of high calibre small to medium arts organisations to their municipality. An Arts Investment Program could not only provide much needed financial support to organisations either established in Moreland, or planning on delivering high quality programming to the municipality, but it could also become a valuable Community of Practice where networks and knowledge is exchanged to enhance activities in the municipality overall.



Commitment 11: Support arts activity that contributes to the social or economic vitality of Moreland through an Arts Investment Program for small or emerging arts organisations

Outcome: Demonstrated capacity building within the arts in Moreland through either social or economic development

Resource requirement: Budget allocation of \$50,000 in 17/18 with evaluation to determine resources for subsequent years

#### Brunswick Mechanics Institute

The Brunswick Mechanics Institute is an important cultural asset in the heart of what is defined as Moreland's Civic and Cultural precinct. The venue has seen increased activation over the past four years and, under the new Service Agreement is set to expand its support of arts practice for both local artists and beyond. The new Key Performance Indicators outline Council's commitment to supporting artists with sustained periods of creative development, experimentation and professional development. To ensure the Brunswick Mechanics Institute reaches its potential as a dynamic arts hub in Victoria, Council will also scope initiatives to improve the use of its forecourt and ensure its capital infrastructure remains fit for purpose. This also links to the Economic Development Strategy themes of 'promote Moreland as a visitor destination'.

Commitment 12: Support the Brunswick Mechanics Institute to become a dynamic arts venue and incubator dedicated to the professional development of performing artists

Outcome: Key Performance Indicators for venue are met and the venue continues to provide a fit for purpose arts venue for the municipality

Resource requirement: Ongoing management within current resources with capital expenditure to be determined for implementation of Brunswick Civic and Cultural Hub developments

#### Assist navigation of Council requirements

Consistent feedback across many of Council's arts and culture programs is that artists and community members have difficulty navigating permit processes, or understanding compliance requirements. In order to support community led activity, initiatives that assist with navigating these requirements would be valuable. These initiatives will operate across all art forms and event types, including working with Officers implementing the Graffiti Strategy to facilitate street art projects as well as with Local Laws to support artists wanting to busk in the municipality. This support can include improved documentation, forums or workshops, officer assistance and improved information exchange with compliance areas of Council.

Commitment 13: Improve communication, facilitation and assistance around Council processes and compliance requirements

Outcome: Increased understanding of Council's processes and compliance requirements leading to either increased or improved community led cultural activities

Resource requirement: Within current resources

#### Professional Development and Networking for Artists

Opportunities for professional development continue to be highly sought activities by the creative sector in Moreland. Council currently addresses this need through initiatives such as Making it in Moreland, support to artists exhibiting as either part of the Counihan Gallery program or MoreArt, and with the annual Creative Moreland networking event. An area of professional development that can be further enhanced is the development of business skills to support professional practice. This aligns both with Council's Economic Development Strategy and initiatives through Creative Victoria. This professional development could take the form of workshops, networking events as well as publications. As part of this, it would be worthwhile scoping opportunities to partner with other organisations to deliver valuable opportunities to Moreland based artists.

Commitment 14: Support the professional development of artists through a variety of activities across the arts and culture program and opportunities for artists to connect with each other and their community

Outcome: Improved skills and networks for the creative sector in Moreland

Resource requirement: Within current resources

Celebrating Place Grants

The Celebrating Place grants program has supported a number of community led activities over the past four years and through its capacity building programs has supported building skills and knowledge around planning and delivering community events across the municipality. The grants program will be reviewed in 2017 with a view to further strengthen its aim to support community led place activation, particularly in areas of the municipality with limited arts and community activities.

Commitment 15: Continue to support community led activities through the revised guidelines for Celebrating Place Program and its associated capacity building initiatives

Outcome: Increased level of community led activities, particularly in the northern areas of the municipality

Resource requirement: Within current resources

## Council as Cultivator

Where Council employs various strategies to engage with community and build arts audiences across Moreland's community

All Moreland residents should be able to access the cultural life of their city and shape it to some degree. A focus on audience development ensures that arts programs across the municipality are designed to broaden their appeal and engagement with diverse audiences. This can be achieved by a combination of working with the local community to better understand their interests and needs, designing arts activities that are accessible to the community and ensuring they are aware of the various cultural activities that are available through improved promotion.

Participation in cultural activities has been proven to be effective in improving wellbeing, social cohesion and community resilience. From a population health perspective, cultural programs play an important role in minimising social isolation, improving connectedness and are strongly related to mental health outcomes<sup>1</sup>. Building greater participation in cultural activities is important for these outcomes, but also, building arts audiences enriches the lives of our residents, something that cannot be underestimated. In order to build this social and economic capital, ongoing consideration of the demographic makeup of Moreland is critical. This can be achieved through Moreland's own arts and culture program as well as supporting Moreland based artists and arts organisations to develop new audiences and engage with existing community groups.

### Commitments:

#### Inclusion and accessibility

Inclusion and accessibility are key pillars that span all Council programs and are strongly embedded in Council policies, namely Moreland's Human Rights Policy. As noted above, arts and culture activities are well known for their ability to engage people from across a broad range of backgrounds, including people of all ages, people with disabilities, people of all faiths and cultures and people of different gender or sexual orientations. The social impact of engaging with arts programs is significant, and as such, all community members should have access to, and the right to participate in, and experience all forms of the arts. Notwithstanding this inherent commitment, there remain barriers to participation for a number of different groups that are important to address. As an example, with the roll out of NDIS there may be valuable arts experiences or initiatives that support mental health, that are inadvertently effected. In order to ensure both high levels of inclusion and accessibility to arts and culture programs, there is a need to carefully consider the existing barriers to participation and develop initiatives that will address some of these. The Social Inclusion Plan, which will be developed by Council provides an important opportunity for this.

**Commitment 16:** Partner with Council's Social Policy and Community Development unit to better understand our community and collaboratively develop initiatives to encourage a greater inclusion and accessibility

**Outcome:** Increased engagement of community members from across various backgrounds

**Resource requirement:** Within current resources to scope potential initiatives with potential budget bids for subsequent initiatives.

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<sup>1</sup> Australian Institute of Health and Welfare (2014), *Closing the Gap: Supporting healthy communities through arts programs*

### Improved Marketing

Whether they are part of Council's arts and culture program or independently provided, Moreland boasts some of the country's most exceptional artists and arts activities. However these activities are not always known within the broader community. Community consultations consistently note that there is a need to better promote local activities and Council can play an important role in this promotion. An improved delivery of marketing initiatives will need to consider both how Council can improve its own reach for Council delivered programming, but also what role it can play in promoting and celebrating the significant number of activities beyond Council's program. Any future initiatives will also need to ensure that they are accessible to, and can compete with, what audiences have grown to expect from arts marketing.

**Commitment 17:** Invest in improved marketing of both Moreland's arts programs and scope how Council can best promote broader arts activities in our City

**Outcome:** Increased audiences and engagement with arts activities in Moreland

**Resource requirement:** Scoping within current resources with potential operational budget bid for implementation in 18/19 onwards

### Strengthen community engagement in the North

Community engagement with Council's arts program in the north of the municipality is currently delivered primarily through its festivals program. Whilst festivals such as Fawkner Festa and Glenroy Festival continue to grow and attract more community involvement, stronger relationships which are developed in a more sustained way beyond the Festival based engagement would be valuable. This type of engagement would allow Council to connect with a broader range of community members who are perhaps interested in how the arts can inform issues of importance beyond a community event. This requires long term engagement that is based on a strong foundation of community consultation.

**Commitment 18:** Develop an appropriate community engagement plan to effectively consult and develop strategies that support community needs or respond to community aspirations

**Outcome:** At least two long term community engaged arts projects over the next five years in Moreland's North

**Resource requirement:** Operational budget bid in 18/19 to be determined following the development of Council's Social Inclusion Plan

### Arts Moreland Placement Program

As with many professions, industry experience is critical to providing career pathways for those wanting to work in the creative sector. This industry experience can be particularly difficult to achieve for young people, individuals from culturally diverse or refugee backgrounds, including Aboriginal and Torres Strait Islanders. As such, Council will initiate placements through the Arts Moreland program for these specific target groups. It is expected that these will be delivered in partnership with the Community Development and Social Policy area of Council as well as with organisations such as Multicultural Arts Victoria, Oxygen Youth Space or tertiary institutions in Moreland.

**Commitment 19:** Develop an Arts Moreland Placement program and offer one placement annually

**Outcome:** Support professional development and career pathways for targeted groups

**Resource requirement:** Within current resources

## Implementation

The Arts and Culture Strategy identifies the priorities for Council's various roles in building the Creative Capital of Moreland. It is embedded in the Council Plan, and will therefore be integral to Council's key priorities for the City over the next 4 years.

In order to effectively implement the Strategy, annual Action Plans will be developed and Council will report on progress and outcomes on an annual basis.

Throughout the duration of the Strategy, Council will continue to engage with our creative community to ensure the commitments remain pertinent and outcomes valuable. The Moreland Arts Board will play an important role in this ongoing monitoring, providing a continuous feedback platform for activities of this Strategy.

Resources required to implement the Strategy are outlined within the document and will be assessed through annual budgetary processes. Where possible, Council will also endeavour to source funding for programs through grants, sponsorships or partnerships.



## Summary of Commitments

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<b>Council as Supporter</b> .....	<b>9</b>
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Commitment 10: Better communicate about zoning that supports creative industries, and investigate opportunities to further strengthen this zoning, in the municipality.....	10
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## Outline of consultation initiatives

### Consultation initiatives and meetings

- Steering Group to oversee development of Strategy – including Officers from Places, Economic Development, Communications and Community Development and Social Policy
- Review of outcomes for 2012-2016 Arts and Culture Strategy
- Two surveys; one at the beginning 2016 which received over 100 responses and asked broad questions and another at the beginning of 2017 which received 227 responses targeted for the roles of Council
- Discussion Paper distribution February to April 2017 received written responses as well as discussion with various stakeholders on roles and potential initiatives
- Interactive display at the Sydney Road Street Party, Music for the People, Economic Development Creative Sector Networking Event on 23 March, Fawkner and Glenroy Libraries – received over 200 survey responses
- Interactive consultation with Suburban Therapy speaking to people attending the Sydney Road Street Party and Music for the People
- Internal Consultation Meeting with Officers from across Council
- Northern Consultation event on 30 March at Norm Studios
- Researched Case Studies on arts hub and creative development spaces
- Internal Reference Group meetings around Creative Spaces with Strategic Planner, Social Planning and Policy Officer in charge of Community Infrastructure Framework, Project Officer Places Team and Business Development Officer
- Focus Group meeting with representatives across municipality including Blak Dot Gallery, Honeymoon Suite Studios, Brunswick Studio Walk, NORM, Moreland City Band, Siteworks, Brunswick Arts Space, Pea Green Boat, Creative Moreland and Jane O'Neill on 28 February
- Meeting Strategic Planners regarding MILS
- Moreland Arts Board meetings
- Literature Review including relevant state and federal policies
- Arts and Culture Unit Strategic Meetings on 15 February and 9 May
- Consultation events for Brunswick Music Festival and MoreArt in 2016
- Benchmarking with Yarra, Darebin, Maribyrnong, Stonington and Hobsons Bay Councils
- Individual meetings with Creative Spaces, Moreland City Band, Creative Victoria, Darebin City Council, Melbourne City Council Fringe Festival, Multicultural Arts Victoria, Municipal Association Victoria,
- Moreland Executive Group (MEG) meeting on 7 February and 30 May 2017
- Councillor Briefing on 13 June 2017
- Draft Arts and Culture Strategy distributed for feedback 24 July to 14 August 2017
- Draft Arts and Culture Strategy Consultation event 14 August 2017

## **DSD32/17 HOMELESSNESS IN MORELAND – UPDATE (D17/316026)**

**Director Social Development**

**Social Policy and Early Years**

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### **Executive Summary**

Homelessness is an entirely preventable issue in our wealthy, highly urbanised country. Unless the complex issues around insecure housing are addressed across all levels of government there will be likely more homelessness, couch surfing, people sleeping in cars and increased need for emergency and transitional housing. There is an urgent need for an increase in the provision of safe and affordable housing which is the key to a long term solution to this issue.

In October 2016 Council endorsed actions to better understand and respond to the homelessness issue (DSD31/16). This report provides an update on progress, in particular the creation of the Moreland Homelessness Working Group and initiatives that have emerged from its meetings.

### **Recommendation**

That Council notes the:

1. Homelessness in Moreland – Update September 2017.
2. Moreland Homelessness Working Group will continue to meet at least twice per year as an open forum for information exchange and feedback to Council.



## **1. Policy Context**

The Moreland Affordable Housing Strategy 2014-2018 (MAHS) and the Moreland Planning Scheme specifically support actions to support the provision of housing to people who are homeless or at risk of homelessness. Both also include actions to support the increase in social housing stock in the municipality.

Strategy 4.3 of the MAHS states:

- Advocate to address homelessness and associated stigmatisation and improve pathways out of homelessness.

Homelessness is significant issue which impacts on the priority groups identified in the Human Rights Policy 2016-2026. Participation by those with a lived experience of homelessness in the working group specifically address the empowerment and participation theme of the policy.

## **2. Background**

In October 2016 (DSD31/16) Council resolved to convene a working group of key staff, service organisations, including Vincent Care Victoria, the Homeless Persons Union and people with a lived experience of homelessness to exchange experiences and consider future initiatives to provide practical support.

Subsequently a Moreland Homelessness Working Group (MHWG) has met on 3 occasions at Siteworks in Brunswick. Attendees have come from the following organisations and lived experience representative groups:

- Merri Health;
- Salvation Army Brunswick;
- Victoria Police;
- Homeless Persons Union of Victoria;
- Launch Housing Consumer Participation Group;
- Launch Housing Outreach;
- Council to Homeless Persons Peer Education Support Program;
- Youth Projects;
- Coburg Community Information Centre;
- VincentCare Victoria;
- Department of Health and Human Services (DHHS);
- Merri Outreach Support Service;
- Justice Connect Homeless Law;
- Hope St Family and Youth Services;
- City of Port Phillip;
- 1 Voice;
- Bolton Clarke (formerly Royal District Nursing Service); and
- Moreland Council (Urban Safety; Open Space; Environmental. Health; Youth Services; Community Development and Social Policy; Home and Community Care).

The MHWG provided an opportunity for participants to share information and establish more effective linkages and coordination. Participants also informed the review process for the General Local Law through providing information on best practice in other local governments and jurisdictions.

### 3. Issues

#### Key messages from MHWG participants

- Homelessness is getting worse and it is more safe and affordable housing that is the key to a long term solution;
- Both those needing assistance and those offering it are faced with many challenges - system challenges and communication challenges;
- The reality of who homeless people are and what they face needs to be understood by the community and by council staff;
- Council staff on the ground (open space, parking officers etc.) can be better resourced in terms of protocols and referral information;
- Coordination between services needs improving;
- More resources are needed (and may be coming) for prevention;
- Big opportunities exist to improve information available to all (including business owners and all community members);
- There are big gaps in services and support for young people; and
- Older people who have been in private rental are a growing homeless cohort

#### Recent initiatives and actions

- Implementation of the DHHS *Responding to people sleeping rough in extreme weather* policy. From July 2017 Council is working in coordination with the DHHS, Hume City Council, Vincent Care, Merri Outreach Support Service, Women's Information Support and Housing in the North (WISHIN) and Bolton Clarke to connect those sleeping rough who have significantly heightened risks to health and wellbeing associated with extreme weather, with immediate practical support once specific conditions of extreme cold or heat are forecast;
- Merri Health link up with a shower and laundry bus run by charity 1 Voice. The service and onsite medical clinic running Wednesday morning at Victoria Street, Coburg since June. Service linking up with donated food provision and Uniting Church drop-in service;
- Support to the Lighthouse Home, Coburg North for young mothers and babies at risk of homelessness through operational funding 2017-2019 and officer participation in the community committee that supports the house;
- Homelessness prevention assertive outreach service to support to Arabic-speaking women experiencing family violence through \$50,000 grant to a Vincent Care, Kildonan Uniting Care and Salvation Army Crossroads project;
- Discussions with Major Brendan Nottle and Captain Meg Dale of Salvation Army to increase outreach and case management services to Moreland region;
- Financial support in Council's 2016-2017 budget to volunteer-run Coburg Community Information Centre in recognition of sharp increase in requests for material aid and social support from homeless community members and those at high risk of homelessness due to high housing costs; and
- Submission by MHWG to the Draft Moreland General Local Law 2018 with particular reference to proposed exemptions for homeless and vulnerable community members from camping provision.

#### Anti-Poverty Week Event - A Home in Moreland?

Based on proposals from the MHWG to engage the community in understanding and responding to homelessness, *A Home in Moreland?* will be an evening of sharing stories, food and ideas for community action to respond to the housing crisis in our city. Interested residents, traders and business owners, community leaders will be invited to connect with people with lived experience of homelessness and insecure housing.

The free community event will be held at Brunswick Town Hall on Wednesday 18 October from 6.30 pm.

### **Social implications**

Unless the complex issues around insecure housing are addressed across all levels of Government there will be likely more homelessness, couch surfing, people sleeping in cars and increased need for emergency and transitional housing.

### **Strategic implications**

Actions under Moreland Affordable Housing Strategy 2014-2018 identify homelessness in terms of an advocacy response. This report points to Council framing a broader response in the future which aligns with the Moreland Human Rights Policy and the Moreland Municipal Health and Wellbeing Plan 2017-2020.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.

## **4. Consultation**

Community consultation has occurred through MHWG meetings as referred to in this report. Advice has been sought from the Moreland Housing Advisory Committee and from officers across Council in preparing this report.

## **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

Staff resources will be required to implement the recommendations. The actions undertaken to date to support the MHWG have come from existing Community Development and Social Policy Unit resources. The resources allocated to the affordable housing and response to homelessness portfolio have been, and will continue to be stretched due to existing Council Action Plan commitments on affordable housing and strong stakeholder and community interest in addressing this policy area.

## **7. Implementation**

The Community Development and Social Policy Unit will coordinate the key actions referred to in this report.

### **Attachment/s**

There are no attachments for this report.

## **DSD33/17 PUBLIC HOUSING RENEWAL ADVOCACY CAMPAIGN (D17/303494)**

**Director Social Development**

**Social Policy and Early Years**

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### **Executive Summary**

Council has received a request from Bayside Council to join with it and other councils, including Darebin Council in supporting a public advocacy campaign to highlight concerns about the State Government's Public Housing Renewal Program. This report outlines the draft objectives of the campaign and its alignment with Council's policy position on this issue.

The Legal and Social Issues Committee of the Victorian Parliament has launched an *Inquiry Into the Public Housing Renewal Program*. It has called for Submissions by 3 November 2017 and will report to Parliament by 20 March 2018. The Terms of Reference of the Inquiry is within the scope of the proposed advocacy campaign.

### **Recommendation**

That Council:

1. Joins with other local governments to support the public advocacy campaign to highlight concerns about the State Government Public Housing Renewal Program.
2. Authorises the Chief Executive Officer to negotiate details of Council's engagement and financial contribution for the public advocacy campaign with both Darebin Council and the broader group of councils.

## **1. Policy Context**

Council is committed through the *Moreland Affordable Housing Strategy 2014-2018* (the Strategy) to increase the stock of affordable housing in the municipality. Specifically, the Strategy commits to working with the State Government to increase well-located public housing in Moreland. Under its *Homes for Victorians* strategy the State Government has proposed a \$2.7 billion program of investment into housing and homelessness initiatives. The *Public Housing Renewal Program* (PHRP) is a \$185 million program being led by the Department of Health and Human Services (DHHS) to redevelop a number of ageing public housing estates including Gronn Place in Brunswick West. Council has established a specific set of positions regarding Gronn Place through NOM20/17 (State Government Public Housing Redevelopment) in May 2017 and a submission to Amendment C170 (D17/252766) in August 2017.

## **2. Background**

It is accepted that the standard of housing offered to public tenants in Gronn Place and the other 9 sites across metropolitan Melbourne that are part of the PHRP is low. It is also generally understood that the scale of the challenge to address decades of neglect by successive State and Federal Governments in the provision of public housing is huge.

The DHHS currently provides 65,000 homes to Victorians including 2,300 in Moreland but admits that at least a quarter of these require replacement or significant renovations. Meanwhile the mismatch between community need and provision widens. Figures for 2014-2015 show that only 7 out of 1,348 people on the General Waiting List for housing in Hume Moreland were offered a home. The numbers of private rental homes that are affordable to those on low incomes in Moreland is dwindling away to almost nothing. In this context, the current proposal to add just 10% to the public housing stock at Gronn Place and other PHRP cannot be seen as reasonable.

A number of councils have joined Moreland expressing strong concerns about the State Government's current proposal model for the PHRP. So far there has been little indication that there will be a substantive change in position from the DHHS. The Minister for Housing did recently sign a public pledge to guarantee the right of existing residents to return to a home in the redeveloped sites as well as commitments on tenure security and rent levels. However, the community concern that valuable state assets are being traded-off to private interests with minimal community benefit persists.

In July 2017 the Mayors of Bayside and Boroondara initiated a proposal to other councils for an advocacy program which is intended to focus on the PHRP and to seek a change in the government's approach. The advocacy campaign is proposed to focus on the following:

- The State Government's approach to social housing is inadequate to address the shortfall in a sustainable way and the PHRP presents lost opportunity to further invest in these sites for future public housing renewal;
- The State government is reducing public discretion over public land whilst creating private equity in these sites;
- The Government's model does not achieve social integration;
- The Government's proposed approach fails to have regard to neighbourhood character when designing new developments. It is driven predominately by the profit required by a developer to fund the social housing component; and

- The State Government's model removes the usual rights which would be available to Local Government and its communities, removing any semblance of fairness and independence in the planning process.

The advocacy campaign's objectives include the following:

- Secure the State Government commitment to a sustainable increase in public and community housing;
- To review the PHRP approach with a view to changing key elements of the current program and/or initiating a comprehensively different approach for future public housing renewal;
- To maintain and significantly expand the opportunities for greater sustainable public benefit from current and future public housing resources;
- To achieve improved social integration of public and community housing;
- To ensure appropriate regard for neighbourhood character when designing new public housing developments. Public Housing developments should demonstrate leadership in meeting community standards in design and in regard for neighbourhood character; and
- The retention of the usual rights which would be available to Local Government and its communities for participation in the planning processes for public housing creation and renewal.

It is proposed that a contractor will be employed to provide the following services to the advocacy campaign:

- Strategic advice and campaign guidance;
- Facilitating and undertaking meetings, events and delegations with government representatives and advisors; and
- Logistical support in the preparation and dissemination of campaign materials and collateral as required.

The advocacy campaign will be overseen by a Campaign Steering Committee comprising representatives of the participant councils. Darebin Council has committed \$5,000 to join with Boroondara, Bayside and Stonnington councils and will engage consultants to undertake a number of tasks including seeking a joint meeting with the Planning and Housing Ministers and the council Mayors. Preliminary discussions have occurred with Darebin Council regarding undertaking joint advocacy with a specific focus on the north, including the plans for the redevelopment of Gronn Place.

### **3. Issues**

#### **Parliamentary inquiry**

The Legal and Social Issues Committee of the Victorian Parliament has launched an *Inquiry Into the Public Housing Renewal Program* (the Inquiry). It has called for submissions by 3 November 2017 and will report to Parliament by 20 March 2018. The Terms of Reference of the Inquiry is within the scope of the proposed advocacy campaign. A submission will be prepared in line with Councils decision of 10 May 2017 (NOM20/17) including the following key elements:

- Replace all the public housing currently at Gronn Place and add at least 50% more public housing on the site;
- That the entire site remain for public housing only;
- To consult with the community and Council on the plans to redevelop Gronn Place;
- That any redevelopment of the site be sensitive to the residential zoning of the area and respect the existing height and neighbourhood character of the surrounding area; and
- To replace current dwellings at Gronn Place with sustainable public housing dwellings at 7.5 star energy rating or better.

### **Stakeholder relationships**

Council officers have multiple operational and strategic links with the DHHS which provide for the smooth operation and future planning of programs and infrastructure that benefit the Moreland community. It will be important that the advocacy campaign is framed in terms of the specific implementation of a policy of the State Government and not be characterised as local government being critical of the DHHS as a whole.

While there are common issues facing all councils with PHRP projects there may be some specific issues in relation to the plans for Gronn Place which Council would like addressed. Participation in both the broader advocacy campaign and working collaboratively with Darebin Council will enable Council to have maximum influence.

### **Reputational risk**

In order to reasonably avoid the advocacy campaign presenting positions or information that may not be aligned with existing Council policy positions, active participation by the nominated representative to the campaign Steering Committee will be essential.

### **Social implications**

Council considers the provision of secure affordable housing to be a human right. Advocating for more and better housing for community members, in particular those who are vulnerable or at risk of homelessness, is an appropriate action for Council to take in relation to the state government which has the primary responsibility for housing.

### **Human Rights Consideration**

The implications of this report support the Charter of Human Rights and Responsibilities.

## **4. Consultation**

Councillors have been consulted at the Council Briefing Workshop held on Monday, 7 August 2017.

## **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

## **6. Financial and Resources Implications**

That the funds to action this recommendation are currently unbudgeted in the 2017-2018 budget.

## **7. Implementation**

The Chief Executive Officer, in consultation with the Mayor, will work with other participating councils in putting Councils decision into effect.

### **Attachment/s**

There are no attachments for this report.

# **DSD34/17 COMMUNITY GRANTS PROGRAM - INVESTIGATION OF GRANT OPPORTUNITIES (D17/260009)**

**Director Social Development**

**Youth and Leisure**

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## **Executive Summary**

The Community Grants Program offers a range of annual community grants for not-for-profit community groups and individuals to apply for funding for initiatives that benefit the Moreland community. The program provides the opportunity to support the work of volunteers in their activities in the community, thereby building social cohesion while affording Council a positive profile with its residents.

This report follows 2 recent Council actions:

- November 2016 (DSD33/16), which requested officers investigate the creation of a new category of operational grants or similar funding mechanism that will be available to groups on an ongoing basis, providing these groups have evidence of not having access to any other source of funding.
- March 2017 (DSD9/17), Community Grants program 2017-2018, whereby officers proposed an interim review be undertaken of the minor grants categories to ensure the funding levels and scope of these categories offered to the community are reflected in the grants program to ensure they meet community needs. This report was deferred to allow further investigation.

This report recommends the following changes to the Community Grant Program and Policy:

- The addition of the Organisational Support Grant category for up to \$10,000 per annum, for a period of 2 years, to support an organisation that is able to demonstrate a requirement for financial support, and that they cannot access any other source of funding;
- Increase the funding amount of the existing Female Participation Grant category from \$2,000 to \$3,000 per application;
- Increase the funding amount of the existing Youth Initiative Grant category from \$2,000 to \$3,000 per application; and
- Increase the funding amount of the existing Membership Activity Grant from \$1,000 to \$2,000 per application.

If the Organisational Support Grant category is introduced, it would require up to \$100,000 per annum (based on 10 organisations receiving \$10,000 each) and additional officer resources of 0.4EFT (approximately \$36,000 p/a excluding on-costs). The funding would either need to be allocated out of the existing grants pool, or an additional ongoing allocation made (commencing 2018-2019). This decision would need to be made during the 2018-2019 budget planning process.

The proposed increase to the funding amounts of the Minor Grants categories can be accommodated within the existing budget and will result in slightly fewer groups being funded, however each group being eligible for a higher grant amount.



## **Recommendation**

That Council:

1. Endorses the following changes to the Community Grants Program:
  - a) Addition of a new 'Organisational Support Grant' category, to be awarded annually commencing for the 2018-2019 Community Grant program, which will provide up to \$10,000 per annum, for a 2 year period, to support an organisation that is able to demonstrate financial hardship, and cannot access any other source of funding, subject to the 2018-2019 budget process.
  - b) Immediate increase of the funding threshold for the Female Participation Grant category from \$2,000 to \$3,000 per application.
  - c) Immediate increase of the funding threshold for the Youth Initiative Grant category from \$2,000 to \$3,000 per application.
  - d) Immediate increase of the funding threshold for the Membership Activity Grant from \$1,000 to \$2,000 per application.
2. Adopts the revised Community Grants Guidelines at Attachment 1 to this report.

## **1. Policy Context**

This report is consistent with Moreland Council Plan 2017–2021:

Our role in creating change: Partnering with business and community

- Strategic Objective 1: Connected Community

The Community Grants Policy (Policy) is supported by the Community Grants Guidelines (Guidelines) and outlines clear funding criteria and provides suitable direction for officers in their assessment of applications.

The revised Community Grants Guidelines 2017-2018 (**Attachment 1**) outlines clear funding criteria and provides suitable direction for officers to promote and evaluate applications for funding of locally based not-for-profit organisations and individuals, enabling equity, transparency and accountability.

## **2. Background**

Council has provided a Community Grants Program (Program) since 1996. The Program aims to support projects and initiatives that facilitate community wellbeing and strengthens the community through networks, partnerships and development and capacity building of community groups.

The 2013 review of the Program and Policy (DSD10/13) demonstrated that ongoing funding had several negative outcomes; a significant portion of the Program was tied up in supporting a small number of groups, and the practices of the groups who received ongoing funding tended to reinforce an ongoing reliance on the grant rather than long term sustainability. The 2013 policy change has resulted in Council being able to support more groups.

Since the adoption of 2013 Policy there have been a number of key achievements which include:

- An increase in the program budget;
- Increased transparency, accountability and expenditure of funds;
- Streamlining of grant categories;
- Introduction of new categories to meet community needs;
- Increased support and advice to community groups seeking grants;
- Introduction of Council Grants Contact officers, grants information sessions, 1-on-1 support and grant writing assistance; and
- An online Grants Management System.

The most recent review of the Policy was undertaken in March 2016 (DSD2/16). At this time, adjustments were made to reflect community needs, as identified through a broad consultation process, which included previous grant applicants/recipients, community groups and organisations, and Council officers across departments.

Following this review, the Policy and Guidelines were revised and improvements made to better reflect consultation outcomes. Additional funding opportunities were also identified, leading to changes to the Policy, categories, Guidelines, application forms and assessment process.

The pool of funding offered by Council includes; the Community Grants Program with a 2017–2018 budget allocation of \$413,861 which incorporates a range of funding categories, and the Capital Works Partnership Grants program, supporting capital improvements, with a 2017-2018 budget allocation of \$319,071.

### **3. Issues**

#### **Existing Operational Funding**

Council provides operational funds to support community groups and organisations within Moreland via 3 main methods; the Community Grants Program (Operational Grant category); the Neighbourhood House Supplement Program (funded from within the Community Grant Program budget), and via Memorandum of Understanding (MOUs) which are funded through the related branches across Council.

Each type of operational funding is briefly described below:

#### ***Operational grants***

Triennial grants of up to \$10,000 per year provides support for the establishment and operational requirements of new and emerging groups over a period of 3 years for operational costs such as rental, administration and core program delivery.

6 organisations to the value of \$59,100 were endorsed for funding in 2017-2018.

Grants within this category were awarded in July 2017 and the current funding agreements expire 30 June 2020.

#### ***Neighbourhood House Supplement Program***

Recurrent funding through the community grants program budget of \$5,000 per house (\$35,000), operates outside of the Community Grant program process. It is a non-competitive process to fund and deliver the neighbourhood houses' identified program initiatives. The amount of \$5,000 was allocated for funding to each of the 7 neighbourhood houses (\$35,000) in 2017-2018.

#### ***Memorandum of Understanding***

Council provides funding support to a number of organisations through individual MOUs that support significant service delivery within Moreland. These MOUs are reviewed and adopted by Council as required. Currently there are 17 organisations receiving funding support through an MOU arrangement, to the annual value of approximately \$1.2 m, an example of organisations receiving MOUs are; MEFL receiving \$417,000 in 2017-2018 and the Merri Creek Management Committee, receiving \$185,945 in 2017-2018, as part of an annual service agreement. A significant number of MOUs and agreements have been in place for longer than 10 years.

This MOU process has historically been a non-competitive process, instigated by Council to support the implementation of Council's Annual Action Plan and strategies. These agreements have detailed KPI and monitoring mechanisms in place. The majority of MOUs are reviewed and agreed every 3 years.

The key features of the MOUs are as follows:

- These initiatives align with Community Funding Outcomes and to Council's strategic documents.
- The partnerships are with community organisations that Council is able to work with collaboratively to deliver community outcomes.
- Council has no direct responsibility to deliver these initiatives. Community organisations are identified to leverage opportunities to meet community needs and deliver on outcomes identified in Council strategic documents.
- Community organisations are approved by Council through the annual budget and planning processes with transparent decisions made by Council and published on the website.

To date MOUs have been entered into on a case by case basis, aligning to Council Plans and other strategic document. These have not been governed by an overarching Council policy. In the absence of a policy or governing framework this may result in inconsistent decision making.

## **Review of Community Grants Program and investigation of categories**

In November 2016 Council requested officers to investigate a new Community Grants program category, identifying a grant category that would fund operational costs for groups that provide evidence of not having access to any other source of funding.

Further to this, officers have undertaken a minor review of the grant categories in the Community Grants Program to ensure the Grants Program adequately meets community needs.

As a result, a number of key changes to the Community Grants Program are recommended:

### ***Creation of a New Category: Organisational Support Grant – Major Grant***

The 'Organisational Support Grant' category would provide funding of up to \$10,000 per annum, for an initial 2 year time period, with the option to extend a further 2 years, subject to compliance with requirements, and evidence of ongoing hardship and need (i.e. no other grants available for the organisation to access).

This funding would support organisations that:

- clearly address identified needs of the Moreland community, encourage healthy living, participation and community inclusion; and
- are experiencing financial hardship and the organisation can demonstrate it does not have access to any other source of funding (no other grants available for the organisation to access).

Grant recipients would be required to actively work with Council towards service delivery for the benefit of the Moreland community within agreed KPIs for the funding term.

Council would be a co-funder of the organisation, in order to foster sustainability, non-dependency and to allow the organisation to demonstrate viability.

With the introduction of the Organisational Support Grant, the application and assessment process could be undertaken within the same timeframes of the current annual grants and approval processes as per the Partnership, Project and Operational grant program.

Subject to Program demand, if the Organisational Support Grant category is introduced, it would require up to \$100,000 per annum (based on 10 organisations receiving \$10,000 each) and officers resources of 0.4EFT (approximately \$36,000 p/a excluding on-costs). The funding would either need to be allocated out of the existing grants pool, or an additional ongoing allocation would need to be made in the 2018-2019 budget.

### ***Minor Grants***

- **Female Participation** category to be increased from \$2,000 per application to \$3,000. This would allow the program to more effectively support new programs or projects that aim to increase female participation within Moreland. A key driver for this is the lower female participation levels in sport and recreational clubs in Moreland, as compared with male participation;
- **Youth Initiative Grant** category to be increased from \$2,000 per application to \$3,000. This would allow the program to more effectively support community strengthening projects and activities that offer a clear benefit to young people in the Moreland;
- **Membership Activity Grant** category to be increased from \$2,000 per application to \$3,000. This would allow the program to further support the ongoing (operational) day-to-day costs of groups.

The increase of these funding amounts may result in fewer applications being funded, however Council would be able to provide each applicant with a greater capacity to achieve outcomes. Informal feedback received from community groups making applications to these grant categories indicated that the current funding is insufficient for the project requirements. All 3 categories remained underspent in 2016-2017.

#### **Human Rights Consideration**

The implications of this report support the requirements of the Charter of Human Rights and Responsibilities.

#### **4. Consultation**

For the purpose of this report, benchmarking and analysis across other local government areas on the operational and other grant programs was also undertaken to inform this Program and Policy review, which included the following Councils:

- Hume;
- Darebin;
- Brimbank;
- Maribyrnong;
- Moonee Valley;
- Yarra;
- Melbourne; and
- Manningham.

The benchmarking exercise indicated that no other council provided recurrent funding to support community groups' ongoing operational costs through their community grants program and also use MOU type of arrangements instead.

Further discussions were held with Councillors at the Councillor Briefing session held on 10 July 2017.

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

A breakdown of the approved 2017-2018 Moreland Community Grants and Capital Works Partnership Grants budget allocation is contained in the table below:

<b>Grant category</b>	<b>Funds available</b>
Capital Works Partnership Grants	\$317,071
Project Grants	\$131,357
Operational Grants	\$59,100
Membership Activity Grants	\$50,000
Female Participation	\$25,000
Youth Initiative	\$25,000
Quick Response Grants	\$15,000
Individual Development Grants	\$10,000
<b>Total</b>	<b>\$632,528</b>

A number of other initiatives are supported through the Community Grants Program. These initiatives and amounts are not affected by the proposed changes to the Policy, however they are outlined below:

Neighbourhood Houses Project Grant Supplement	\$35,000
Participation Support (Active Moreland)	\$30,000
Celebrating Grants Program (Arts Project)	\$5,000
Grants Management Program (Smarty Grants)	\$18,200
Presentations, promotion, free capacity building training for community groups workshops	\$6,500
<b>Total</b>	<b>\$94,700</b>

The 'Organisational Support Grant' category has not been included in the 2017-2018 budget allocations. If Council endorses an additional Community Grant category, corresponding budget and additional resources will need to be allocated in 2018-2019. The resource implications of this decision are outlined below:

1. Additional annual allocation of \$100,000 funding (calculated on 10 organisations receiving \$10,000 per annum).
2. Additional staffing resource of 0.4 EFT (banding classification subject to further advice, however estimate approximately \$36,000 p/a excluding on-costs) to support the administrative requirements of a separate funding category that is not aligned with the current application, evaluation and monitoring processes.

## 7. Implementation

- The Policy will be updated to reflect any adopted changes and will be advertised immediately.
- Any amendments to the 3 minor grants categories (open year round) will be implemented for the remainder of the 2017-2018 grants period.
- The proposed Organisational Support Grant category (annual applications) will be included within next annual grant round (open 1 February 2018 and close 30 March 2018).

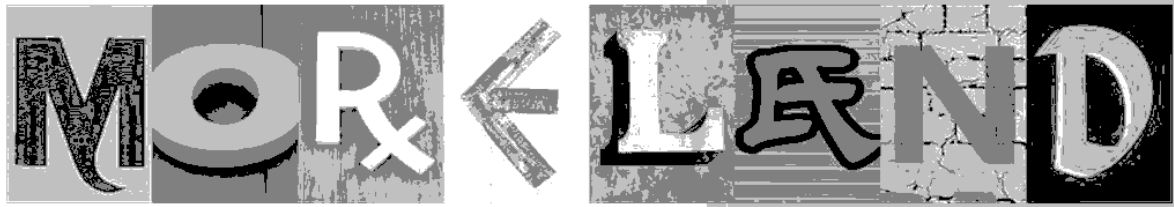
## Attachment/s

1 [↓](#) Draft Community Grant Program Guidelines 2017-2018 D17/305807



Moreland City Council

# Community Grants Program Guidelines



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Moreland City Council supports community groups and organisations to carry out programs, projects and activities that will benefit local residents. Community grants are provided as one of the many ways Council is able to support initiatives developed by the local community, which add to the overall quality of life of Moreland residents.

## Objectives

The objectives of the Community Grants Program are to:

- Increase or maintain participation,
- Increase female and youth participation,
- Address demonstrated needs within the community,
- Encourage the development and enhancement of innovative and quality activities, services, programs and infrastructure within Moreland,
- Encourage development of multi-use, shared and co-located facilities,
- Improve health and wellbeing of the community,
- Improve environmental sustainability,
- Apply and demonstrate principles of Universal Design, and
- Support the community to meet its objectives as outlined within the Moreland Community Vision.

## Community Grants Program summary table

### Annual grants

Type of grant	Amount	Application dates	Duration
Project Grants	Up to \$5,000	Application period 1 February to 31 March 2017 Project to occur 1 July to 30 June	12 months
Capital Works Partnership Grants	Up to \$40,000	Expressions of Interest period 1 February to 31 March 2017 Project to occur 1 July to 30 June	12 months
Operational Grants	Up to \$10,000 per annum	Application period 1 February to 31 March 2017	Up to 2 financial years

### Minor grants

Type of grant	Amount	Application dates	Duration
Youth Initiative Grants	Up to \$3,000	All year	Any 12 month funding period from approval date
Female Participation Grants	Up to \$3,000	All year	Any 12 month funding period from approval date
Quick Response Grants	Up to \$1,000	All year	Any 12 month funding period from approval date
Membership Activity Grants	Up to \$2,000	All year	Any 12 month funding period from approval date
Individual Development Grants	Up to \$500	All year	Any 12 month funding period from approval date

## Annual grants

### Capital Works Partnership Grant ~ up to \$40,000

Funding is provided for capital works projects that improve facilities to assist with development of meeting spaces, disability access, change facilities for junior or female use, sports surfaces, universal design principles and improved environmental sustainability initiatives.

Projects must promote greater community access, increased participation and encourage interaction of all age groups. Projects that will provide multi-use facilities for the broader community benefit are looked upon favourably.

The applicant must demonstrate collaboration between groups that will result in greater use of facilities by the community. Projects which are completed on non-Council land will need to demonstrate a commitment and means to ensuring ongoing community access.

Applicants are required to contribute at least 25 percent of the total project cost through cash and in-kind contributions. Assessment is a two-stage process, involving an Expression of Interest (EOI) in Stage 1, followed by a more detailed application process for projects that are invited to proceed to Stage 2. For Stage 2, projects must be fully costed and include detailed plans, costing and timelines with evidence of the applicant's capacity to deliver the project. Applications must be submitted during grant opening times each year.

#### What can be funded?

- Unisex accessible change facilities.
- Improvements to access of a facility to comply with DDA standards.
- Sports surfaces – new and/or improved surfaces that increase use or safety.
- Sports lighting that improves participation opportunities and safety.
- Play spaces or youth recreation facilities.
- Multi-use recreation/meeting spaces.
- Projects that result in energy or water efficiency, such as synthetic surface conversions.
- Multipurpose training facilities.
- Establishment of public community garden in areas with a clear identified need.

#### What won't be funded?

- Where evidence of the minimum contribution amount has not been provided.
- The purchase of land.
- Facilities where little or no public access is available.
- Applications that can be categorised as routine or cyclical maintenance works e.g. general painting, replacement of fixtures, spouting, roofing, doors.
- Projects that are not ready to proceed.
- Purchasing or maintaining recreation, entertainment, sporting, life-saving or any other equipment (except as part of facility fit out).

#### How do I proceed with a project idea?

- Discuss your idea with Recreation Services Officers who will guide you on the next steps,
- Seek estimates or quotes for the entire project get an idea if the project is possible and manageable by the group,
- Speak to your landowner and gain in-principle permission for the works to occur, and
- Seek support of other community groups who will benefit from the works and contribute to the costs and ongoing use of the facility.

**Project Grants ~ up to \$5,000**

Funding is provided to community organisations for one-off project implementation and development that benefits and engages the Moreland community through community led initiatives. Projects that increase participation, encourage volunteering, provide leadership opportunities and increase learning and skill development are encouraged. Submissions must provide evidence of a community need and a clear benefit to the wider Moreland community.

Community organisations are eligible to apply for 2 consecutive years only where there is evidence of staged development project with defined outcome. A detailed plan and budget is required in this instance.

Individuals must be supported and auspiced by an incorporated entity, preferably a Moreland based community group, to be eligible for funding. It is expected that the auspice organisation supports the project.

**What can be funded?**

- Fees for temporary staff to implement a project/ activity i.e. project work, tutor, Artist, instructor, speaker or labourer.
- Advertising publicity and promotional costs.
- Venue or meeting room hire.
- Materials or other items essential to the project/activity.
- Equipment Hire Costs.
- Transport costs for activity participants.
- Volunteer support expenses.
- Costs to support participation or people with a disability with the project or activity.
- Communications, media and marketing.

**What won't be funded?**

- Purchase of equipment, uniforms or capital expenditure.
- Payment of wages or salaries associated with project management or administration.
- Projects that are part of the organisation's annual or regular program/activities or a duplication of an existing service or an on-going activity.
- Projects or events that are ticketed whereby generating an income from ticket sales.
- Activities where there is little or no community input demonstrated towards development of the project.

**Operational Grant ~ up to \$10,000 per annum over 3 years**

Funding is provided to support the development of an organisation that addresses clearly identified needs and embraces the principles of social justice, healthy living, environmental sustainability and community inclusion, for a 3 year period. Grant recipients must actively work with Council toward service delivery for the benefit of the community. Funding will be provided for 3 years only; it is expected that the organisation be self-maintained and suitably self-sufficient at the end of the funding term. Applications will be accepted every 3 years for this category.

Funding is provided on a triennial fixed term basis to new incorporated community organisations (non-for-profit) that are able to demonstrate service delivery and support to the Moreland community. Funding will be offered to support the establishment and capacity development of emerging organisations that require funding to assist the delivery of quality programs and services within the municipality.

Operational grants fund operational costs such as rent, administration and core program delivery over a period of three years, with defined deliverables.

**Organisational Support Grant – up to \$10,000 per annum over 2 years**

Funding is provided to support an organisation that addresses clearly identified needs of the Moreland community, healthy living, encourage participation and community inclusion, for a 3 year period. Grant recipients must actively work with Council towards service delivery for the benefit of the Moreland community within agreed KPI's for the funding term. Council will be a co-funder the organisation, in order to foster sustainability, non-dependency and to demonstrate organisational viability. The funding term is two years with the option to extend a further two years, subject to compliance with requirements.

Funding aims to support Organisations that can provide evidence of limited access to other sources of funding. Organisations must provide the past 2 years of financial statements as part of the application process.

**What can be funded?**

- Advertising publicity and promotional costs of organisation.
- Amenity costs.
- Volunteer support expenses.
- Communications, media and marketing.

**What won't be funded?**

- Purchase of equipment, uniforms or capital expenditure.
- Organisations that do not focus or directly benefit the Moreland community.
- Organisations that are not based within Moreland.
- Organisations that receive other sources of funding.
- Costs associated with project based activities
- Auspiced organisations, individuals
- Organisation that generate substantial income from membership's fees and/or ticket sales.

## Minor grants

Minor Grants offer assistance for support to small one-off projects by Moreland based incorporated not-for-profit groups, community group development, membership activities and individual development. Applications must be submitted at least four weeks prior to the planned activity beginning. Applications can be accepted all year until funds are expended. Applicants can only receive one grant allocation per financial year under the Community Grants Policy.

**Youth Initiative Grant ~ up to \$3,000**

Funding is provided to community organisations for new initiatives that benefit and engage Moreland's young people through youth led projects or programs. Grants are available for community strengthening projects and initiatives that address key issues facing young people. This grant aims to improve participation in sport and physical activity, youth education and employment outcomes, health and wellbeing and positive youth development are encouraged. Submissions must provide evidence of community need and a clear benefit to young people. Priority will be given to projects that address issues faced by diverse young people in disadvantaged communities.

**What can be funded?**

- Evidence of participation in sport and physical activity.
- Provision for youth education, training and employment pathways.
- Promoting improved health and wellbeing, including mental health.

- Leadership and development opportunities
- Opportunities for civic participation.

Preference is given to young people who are faced with significant barriers to participation (e.g. financial disadvantage, geographical disadvantage, disability, cultural and social isolation).

### **Female Participation Grant ~ up to \$3,000**

Funding to support new programs or projects that increase female participation within Moreland. Programs that provide or enhance opportunities to engage women and girls in sports, physical activity and leadership programs as well as increased learning and skill development.

#### **What can be funded?**

- Coaching accreditation.
- Governance training (board/committees).
- Administration directly related to the project.
- Officiating.
- Fees for temporary staff to implement a project/ activity i.e. project work, tutor, artist, instructor, speaker or labourer.
- Female players, administrators, coaches and officials with opportunities to undertake intermediate or advanced training within an existing pathway in the sports industry to reach their leadership potential.
- Events that are focused on female only participation - clubs will need to describe what their event will look like. The event must have physical activity as the key theme and have a direct link to existing pathway in the sport/s focused on as part of the event.
- Communications, media and marketing.
- Increased safety of female participants within sporting clubs.

#### **What won't be funded?**

- Purchase of equipment, uniforms or capital expenditure.
- Payment of wages or salaries associated with project management or administration unless an external person is appointed or an internal staff member is appointed to the project management role as a separate position.

### **Quick Response Grant ~ up to \$1,000**

For small on-off projects to support incorporated not-for-profit groups, community development projects and auspiced individuals to deliver community led projects and initiatives that fall outside the annual grant timelines.

#### **This category funds:**

##### **Small on-off projects**

To support projects that fall outside the annual grant timelines.

##### **Establishment of new groups**

To support the development of new community groups that will permanently be based in Moreland, the majority of the group's membership are residents of Moreland. Funds can contribute towards start-up incorporation fees, initial rental and insurance for the group.

##### **Community events**

For groups seeking funding for small on-off community events outside of the Celebrating Place grant category open times. Applications must be aligned and assessed against the Celebrating Place Grant Guidelines.

##### **Purchase of minor equipment**



For groups seeking to purchase equipment providing the item is integral to the success of a community project or which improves the operational sustainability of the organisation. Applicants must contribute a minimum of \$1:\$1 towards the purchase.

#### **What can be funded?**

- Equipment that is required for ongoing participation in an activity that is transferable to other participants and remains the property of the club/organisation,
- First aid equipment which is necessary for immediate attention to injury that may occur during participation in sport or active recreation,
- Injury prevention equipment that is transferable, and
- Adaptive equipment for people with a disability.

#### **What won't be funded?**

- Clothing and uniforms.
- Equipment not owned by the applicant.
- Personal items of equipment.
- Maintenance equipment.
- Capital works (i.e. shade structures, permanent fencing, fixed lighting and other permanent structures).
- Canteen and kitchen items (i.e. microwave ovens, soft drinks, food, alcohol, cooking utensils).
- Computers, Laptops and televisions.

### **Membership Activity Grant ~ up to \$2,000**

Funding is provided to support Moreland based community groups who meet on a regular basis to address issues of isolation and active community involvement, or who undertake physical and social activities to improve health, mobility, independence and wellbeing. The group must meet within Moreland and have a majority of members as Moreland residents. The applicant must provide evidence of membership and facility booking within Moreland to be considered for funding. Funding levels will be based on the level of in-kind support from Council, the groups limited ability to fund expenses and activities offered to members, e.g. free use of Council facility, exercise classes.

#### **Annual Amounts available**

- \$1,000 for groups with up to 20 members
- \$1,500 for groups with 21 to 60 members
- \$2,000 for groups with over 60 members

For groups receiving other Council support, the eligible amounts are \$500, \$1,000 and \$1,500 retrospectively. Groups can make one application every 12 months.

#### **What can be funded?**

- Expenses associated with membership activities such as transport costs, refreshments, insurance, dinners and general day to day expenses.
- Groups which have a substantial proportion of their membership base living in Moreland.
- Groups applying through an auspice arrangement.
- Groups who meet within the Moreland municipality.
- Groups that provide a copy of their membership list, financial statement for previous 12 months and a copy of a current public liability insurance policy with their application.

### Individual Development Grant ~ up to \$500

Funding is provided to individuals who are residents of Moreland that have been selected to pursue achievements in their chosen area of expertise; this may include, but is not limited to significant sports and recreation, arts, cultural and academic endeavours. Evidence of selection must be provided by the relevant recognised association and a strong commitment to their area of endeavour. Evidence of financial hardship must be provided.

This category funds:

- **Sports and recreation endeavours**

To support emerging and established individuals to participate in an officially recognised competitive events that has a set of rules and a code of conduct recognised at by a State/National Sporting Association.

- **Arts and cultural achievements**

To support individuals who are selected to participate in an event or activity specifically for emerging artists and cultural workers to undertake individual performance and volunteer activities.

- **Academic Achievement application**

To support student's to participate in an officially recognised event to recognise a student's excellence or achievements.

Funding amounts: Up to \$250 for state, \$350 for national or \$500 for international level activities.

- **Sports and recreation club memberships**

To support emerging female and junior individuals to participate in an officially recognised competitive clubs that has a set of rules and a code of conduct recognised at by a State/National Sporting Association. Support towards an annual membership. Evidence of the clubs commitment support of the membership must be provided. Funding amount up to \$500

#### What won't be funded?

- Costs that are being covered by, or considered the responsibility of another involved party.
- Daily costs such as food, beverages, personal products and accommodation on-costs.
- New equipment, materials or uniforms not directly related to being able to compete or participate in the development activity.
- Non-competitive sports activity such as training camps and coaching clinics.
- School, TAFE or university fees or scholastic materials.
- Publishing, promotion or distribution of CDs, DVDs or writing works.
- Website development or maintenance.
- Insurance.

### Funding priorities

- Activities where there has been no selection process to participate.
- Applications from individuals that are travelling as a coach or trainer. **The Community Grants Program will prioritise funding for applications where:**
- The applicant's proposal focuses on and directly benefits the Moreland community.
- The proposal maximises community benefit i.e. that can demonstrate multiple benefits, which may include cultural, environmental, heritage, health and wellbeing, social support and community participation outcomes.

- The applicant is proposing an activity or initiative that aligns with Council's corporate objectives, priorities and strategies set out in the Council Plan.
- There is increased or maintained participation levels.
- Encourages participation by females, juniors, people living in growth areas and communities experiencing disadvantage.
- Improves health and wellbeing of the community.
- Encourages development of multi-use, shared and co-located facilities.
- Collaborates with schools and community groups.
- The proposed activity incorporates collaboration/partnering with other groups including associations or relevant peak bodies.
- Improves environmental sustainability.
- Applies or demonstrates principles of Universal Design.
- The applicant can demonstrate the proposal addresses the needs of the community with a preference for initiatives that focus on communities with limited access to programs, services and activities.
- The applicant has limited financial means and limited access to other sources of funding to implement the proposal.
- The applicant has sought funding/in-kind support from other sources, where the applicant is deemed to be in a position to do so.
- The applicant is not already in receipt of substantial funding/in-kind support from Council. i.e. free venue hire, transport.

### Steps on how to apply

- Access the application online at [moreland.smartygrants.com.au](http://moreland.smartygrants.com.au),
- Check your eligibility against the criteria,
- Discuss your proposal with a Council Officer,
- Seek quotes for all expenses for your proposal,
- Seek letters of support and establish partnerships and links with other groups,
- Read the guidelines on the grant you wish to apply for before completing your application,
- Provide all supporting documentation to attach electronically to your submission, including photographs, quotes, financial statements and insurance, and
- Submit your application online by the due date.

### Who can apply?

#### Organisations

To apply for funds through any one of the categories of the grants program, organisations must:

- Be not-for-profit and managed by a volunteer board/committee of management,
- Be incorporated,
- Have adequate public liability insurance,
- Have no outstanding grant acquittals or outstanding debts owing to Council,
- Propose an initiative which will benefit the Moreland Community,
- Be able to supply financial statements and information as requested,
- Be able to meet conditions associated with receiving the grant,
- Demonstrate the proposed activity is consistent with Local, State and Federal laws including Victorian Equal Opportunity Act 1995, and



- Be able to provide supporting data proving that the project is adequately costed (recent quotes for project proposal).

### Individuals

Individuals seeking funds for the Individual Development Grant category must:

- Be a resident of Moreland,
- Seek support for an activity that is a pursuit supported by Council,
- Seek support for an activity at State, National or International level only, and
- Be a member of a club or team involved in interstate or overseas competition which is officially representing the State or nationally recognised body.

## What won't be funded?

The following will not be considered for funding:

- Projects or activities that are considered to be core services of State or Federal Government.
- Project management or administration fees unless an external contractor is appointed.
- Projects where contributions from funding partners are not confirmed in writing.
- Initiatives that do not focus or directly benefit the Moreland community.
- Initiatives that are singular, insular or of self-interest to the applicant or that promote the business or profit interest of the applicant. Activities that are to support small business or self employed development will not be funded.
- More than one application by a group, organisation or individual in a financial year.
- Requests for retrospective funding, where projects have commenced or are completed prior to submitting an application or receiving funding approval.
- Applications submitted after the closing date.
- Requests for operational costs such as salaries, rent, utilities payments, office furniture, general furnishings, facilities maintenance and insurance (with the exception of Operational Grants).
- Projects that are part of the organisations annual or regular program activities or a duplication of an existing service or an on-going activity (with the exception of Membership Activity Grants).
- Costs associated with the purchase or maintenance of vehicles of any kind.
- Funding for fees associated with hire of a Council facility or a Council service, or rental of a facility where the applicant has sole occupancy, i.e. Town Halls, Counihan Gallery, community centres and meeting rooms.
- Applications from schools for curriculum based activities or where the activity outcome is confined to the school.
- Permanent public art installations.
- Core programs or services that are funded by Council.
- Proposals which fail to provide information requested in the Moreland Community Grants Program.
- Applications who fail to meet eligibility requirements and/or cannot provide public liability insurance policy that provides appropriate coverage for the proposed activities.
- Applications seeking funding to cover outstanding loans or debts.
- Any applicant in arrears in debt repayment to Council.
- Applications where the recipient organisation/s promote and/or benefit directly from electronic gaming machines.

- Organisations that have failed to complete any previous projects funded by Moreland City Council and/or have not submitted acquittal documentation in full.
- General Fundraising and fundraising events, sponsorship, donations, competitions, trophies, prizes or awards including ticketed events.
- Schools and Kindergartens must have a broader community partnership approach and not solely curriculum based.
- Legal Fees.
- Facilities where little or no public access is available.

Canvassing or lobbying Councillors, Council employees in relation to a grant application, is prohibited. Any application submitted by an applicant that lobbies or canvasses a Councillor, Council employee or independent assessor in relation to their application will be deemed ineligible.

## Assessment criteria

Grants will be assessed on their overall benefit to the community, their contribution to the strategic objectives outlined in the Council Plan and the supporting strategies outlined within the plan which can be found on the Moreland website.

Once deemed eligible, grants will be assessed against the criteria set out below:

### Community outcomes

- Increases access and participation opportunities for Moreland residents
- Helps build skills in the Moreland community
- Collaborates with other Moreland community organisations
- Encourages diversity of activities and opportunities available to the Moreland community
- Addresses a genuine and demonstrated community need and supports Moreland's disadvantaged communities.

### Demonstrates a capacity to deliver

- States clear aims and objectives for the project
- Shows evidence of planning e.g. resources, safety and risk, design etc
- Demonstrates innovative or new initiatives resulting in increased participation/programming outcomes in line with the Council Plan and strategies
- Demonstrates capacity to deliver on the project and meet conditions of funding
- Seeks, where possible, other sources of financial/in-kind contribution

## Assessment process

Council Officers will determine the eligibility and assessment of each application based on the content of this Policy and the Celebrating Place Guidelines.

Applications will be assessed initially by Council Officers to ensure the application is complete and meets the eligibility requirements. If the application is deemed eligible, it is then examined in more detail and assessment criteria relevant for the respective category.

An internal multi-disciplinary assessment panel will propose recommendations to Council on funding allocations. Officers from across Council are consulted where specialist advice is required in formulating recommendations.

Applications that require an expression of interest process will undergo a preliminary assessment process and be short-listed for Council endorsement before further evaluation and final determination by Council.

## Approval

Approvals of all grants are dependent on the level of funding. Funding approval will be aligned with Moreland Procurement Policy and the level of authority as outlined within the policy.

Annual Grants will be evaluated by an internal multi-disciplinary assessment panel. The panel will develop recommendations for funding which will be presented to Council for approval.

## Successful applicants

You will receive a notification of successful funding and an agreement that must be signed and returned to Council.

1. Payment can only be made once you return your funding agreement to accept the terms of the funding.
2. Make sure you adhere to any special conditions outlined on your funding agreement or letter.
3. Do what you said you would do in accordance with your application.
4. Tell Council in advance if your funded project is predicted to be different from your application in any way.
5. Acknowledge Council's support by use of the Community Grants Logo.
6. Take photos and relevant notes during your project.
7. Finally, evaluate and acquit the project and tell Council how the project went, the good and the bad.

## Reporting and acquittal requirements

An acquittal report is required at the end of the funding period or as specified in the term of the funding agreement.

- All copies of receipts for payments to service providers.
- All copies of publications in relation to the funded activity that clearly identifies Council's contribution by using the Community Grant Logo.
- Provide photographs of the activity before and after the event or project.

## Submitting online

Applications will only be assessed once submitted formally online ([moreland.smartygrants.com.au/](http://moreland.smartygrants.com.au/)) and you have received a confirmation of submission to your email address along with a pdf copy of your submission for your records.

**Under no circumstances will late applications be accepted.**

## Discuss your project with a Council Officer

You must speak to a Council Officer prior to submitting your application. Officers will be able to assist with developing your ideas and guidance on Council's priorities.

Focus Area	Officer Name	Telephone	Email
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<b>Active Women and Girls</b>	Brooke Mezzetta	9240 1277	<a href="mailto:bmezzetta@moreland.vic.gov.au">bmezzetta@moreland.vic.gov.au</a>
<b>Arts and Culture</b>	Emanuela Savini	9240 2371	<a href="mailto:esavini@moreland.vic.gov.au">esavini@moreland.vic.gov.au</a>
<b>Children Services &amp; Early Years</b>	Jeanette Cole	9240 2337	<a href="mailto:jcole@moreland.vic.gov.au">jcole@moreland.vic.gov.au</a>
<b>Community Development</b>	Paula Jorgensen	9240 1250	<a href="mailto:pjorgensen@moreland.vic.gov.au">pjorgensen@moreland.vic.gov.au</a>
<b>Community Strengthening</b>	Anne Gedye	9240 2367	<a href="mailto:agedye@moreland.vic.gov.au">agedye@moreland.vic.gov.au</a>
<b>Environmental Projects</b>	Ben Foster	9384 9235	<a href="mailto:bfoster@moreland.vic.gov.au">bfoster@moreland.vic.gov.au</a>
<b>Disability</b>	Carolyn Hughes	9240 2469	<a href="mailto:chughes@moreland.vic.gov.au">chughes@moreland.vic.gov.au</a>
<b>Multicultural and Diversity</b>	Nelum Buddhadasa	9240 1225	<a href="mailto:nbuddhadasa@moreland.vic.gov.au">nbuddhadasa@moreland.vic.gov.au</a>
<b>Open Space Design and Development</b>	Alli Coster	8311 4373	<a href="mailto:acoster@moreland.vic.gov.au">acoster@moreland.vic.gov.au</a>
<b>Recreation and Club Development</b>	Sedat Sir	9240 2266	<a href="mailto:ssir@moreland.vic.gov.au">ssir@moreland.vic.gov.au</a>
<b>Health and Wellbeing</b>	Nalika Peiris	9240 2364	<a href="mailto:npeiris@moreland.vic.gov.au">npeiris@moreland.vic.gov.au</a>
<b>Youth Services</b>	Nuray Jarkan	9389 8644	<a href="mailto:njarkan@moreland.vic.gov.au">njarkan@moreland.vic.gov.au</a>
<b>General Enquiries</b>	Holly Duckworth	9240 2301	<a href="mailto:grants@moreland.vic.gov.au">grants@moreland.vic.gov.au</a>

# DED82/17 A PARK CLOSE TO HOME: A FRAMEWORK TO FILL OPEN SPACE GAPS (D17/306549)

## Director Planning and Economic Development

### City Strategy and Design

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#### Executive Summary

The *Subdivisions Act 1988* allows local government to seek a cash payment or land contribution (or a combination of both) in a subdivision. Funds collected are held and accounted for in a specific reserve, in Moreland's case, the Public Resort and Recreation Land Fund (PRRLF).

Moreland is undergoing a period of rapid growth and Council is committed to investing in a high quality open space network that keeps pace with this growth. *A Park Close to Home: A Framework to Fill Open Space Gaps* (the Framework) will deliver improved open space to those areas in Moreland with the lowest access to open space and where there is high population growth. It will ensure that land is purchased using the PRRLF to provide for new open space in a proactive and strategic manner, to ensure the greatest improvement in open space provision to both the existing and future populations of Moreland.

The Framework (Attachment 1) identifies the open space gap areas in Moreland that are not adequately serviced by open space, and prioritises these gap areas. It then provides for a proactive approach to land purchase to service these gap areas, by either negotiating purchase with landowners, purchasing through the open market, and/or acquiring land in lieu of a cash based open space contribution. No landowner will be forced to sell their land, and the land will not be compulsorily acquired. Lease agreements or shared use agreements may also be pursued to improve service to open space gap areas. Ongoing monitoring of the Framework will ensure its effectiveness, and allow for informed decision making about expenditure of the PRRLF on other open space needs.

The Framework is the culmination of extensive strategic work undertaken by Council's Strategy, Property, Open Space and Urban Design Units. It is an innovative and forward thinking approach to creating new open space. The Framework will ensure Council achieves the strategic initiative set out in the Draft Council Plan, 2017-2022, to *create at least 2 new parks, in areas of most need in the city*, and this is the ultimate measure of success for the Framework.

This report recommends that Council adopt the (draft) Framework for community consultation; noting there will be a further report to Council to adopt the Framework.

This report was first tabled to the June 2017 Council meeting (DED43/17) and a decision was made by Council to defer consideration of the report. The June Council report and Attachment 1 have been amended to respond to feedback from the Council Briefing on the 4 August 2017. The changes are as follows:

- the methodology for how to prioritise open space gap areas has been revised to have greater regard to density, population growth and existing open space service levels, which has resulted in change to the high, medium and low priority gap areas;
- consultation and implementation timing has been revised, and the number of consultation meetings has increased;
- additional detail has been added regarding past open space income and expenditure on a suburb basis;
- the newly adopted Council Plan and budget (2017-2021) have now been referenced;
- reporting on the Framework has been revised to include annual suburb based reporting; and

- The officer recommendation has been updated to reflect:
  - existing authorisations (recommendation 4 has been modified)
  - the recently adopted budget (recommendation 6 has been deleted as the adopted budget includes an officer position to implement the Framework).

To avoid confusion, this September 2017 Council report and draft Framework, at Attachment 1 should be considered to fully supersede the June version. All changes to the June version of the draft Framework are fully detailed in the section of this report titled, *'Changes to this Report and Park Close to Home Framework.'*

## **Recommendation**

That Council:

1. Endorses the draft 'A Park Close to Home: A Framework to Fill Open Space Gaps – September 2017' at Attachment 1 for community consultation.
2. Notes the open space gap areas identified within the draft Framework at Attachment 1 to this report.
3. Receives a further report that presents a summary of community consultation, provides a response to the consultation and presents the final Framework for adoption.
4. Notes the Director Corporate Services is authorised to commence negotiations to purchase land to service gap areas, in accordance with the draft Framework and open space gap areas identified in the Framework.
5. Adopts an approach of allocating approximately 10 percent of the previous full financial year's income to the Public Resort and Recreation Land Fund (PRRLF) on open space upgrades/improvement projects across Moreland as part of the annual budget process.

## **1. Policy Context**

### **Council Plan 2017-2021**

The Council Plan 2017-2021, adopted 24 July 2017, recognises Council's services must respond to the cities changing form while maintaining and enhancing our transport and open space networks, community facilities and services, and the wellbeing and connectedness of our people. In response, the Council Plan contains the Key Priority, under the Progressive City Strategic Objective on page 4, to:

- Increase tree canopy cover, enhance existing open space and create 2 new parks, in areas with the lowest access to open space.

### **The *Subdivision Act 1988* and Public Resort and Recreation Land Fund (Open Space Contribution Reserve)**

The *Subdivision Act 1988* allows Council to seek a cash payment or land contribution (or a combination of both) towards open space at the time of subdivision. Cash contributions are held in the 'Public Resort and Recreation Land Fund (PRRLF).' The PRRLF is also referred to as the Open Space Contribution Reserve.

There is no requirement for Council to spend the funds collected in the suburb that they were collected from, as the public open space contribution is a form of taxation that is tied to a specific purpose. When monies are collected, Council has discretion on where to spend the collected funds, as long as the funds are spent on open space projects.

Section 20 of the *Subdivision Act 1988* provides that:

- A Council must set aside for public open space any land which is vested in the Council for that purpose.
- The Council must use any payment towards public open space it receives under this Act or has received under section 569B(8A) of the *Local Government Act 1958* but has not applied under subsection (8C) of that section or the proceeds of any sale of public open space to:
  - buy land for use for public recreation or public resort, as parklands or for similar purposes;
  - improve land already set aside, zoned or reserved (by the Council, the Crown, a planning scheme or otherwise) for use for public recreation or public resort, as parklands or for similar purposes; or
  - with the approval of the Minister administering the *Local Government Act 1989*, improve land (whether set aside on a plan or not) used for public recreation or public resort, as parklands or for similar purposes.

Section 5 of the Framework at **Attachment 1** outlines Council and other stakeholder strategies and policies that identify open space projects which may be eligible for funding through the PRRLF.

## **The Moreland Open Space Strategy (MOSS)**

The MOSS defines the areas of Moreland not adequately served by open space as being areas further than a 500 metre safe walking distance from open space outside of an activity centre, or further than 300 metres if within an activity centre. MOSS sets out that these areas are to be prioritised for the provision of new open space or improvement of linkages to open space. The MOSS maps these areas using 'as the crow flies' measurements, the best available tool at the time of the MOSS preparation, however using a crow flies measurement results in the gap areas appearing 'smaller' than they actually are when measured using a walking distance, as required by MOSS policy. To address this inconsistency, and to ensure best practice analysis, the Park Close to Home Framework identifies the actual '*walkable*' distances to open space and uses these to identify the open space gap areas.

The MOSS contains the goal (goal 1) to *provide parks close to home*, and seeks to achieve this through a strategy to:

- improve the provision and access to functional open space, within designated principal, major, neighbourhood and local activity centres, by providing high quality open space within 300 metre safe walking distance of the activity centre.

Further to this strategy, the MOSS recommends that open space is provided within 500m of all residential properties, and 300m to all activity centres.

The MOSS includes the strategy, to which this Framework responds:

- to prepare a land acquisition policy to guide Council's strategic acquisition of land for open space and open space improvements.

## **2. Background**

### **Previous reports to Council on Open Space Contributions**

At the April 2015 Council Meeting, Council resolved a General Business item (GB15/19) in relation to Open Space Contributions. This item resolved to receive a report outlining both the options to identify and pursue land acquisition in priority areas of the Moreland Open Space Strategy, and to identify the items that have been funded from the Open Space Contribution Reserve since 2012 and the proposed expenditure allocated against the Open Space Contribution Reserve in the Strategic Resources Plan and 5 year capital works plan.

The open space reserve expenditure report on these items was tabled at the September 2015 Council meeting (DCS72/15). At this meeting, Council resolved to note that scoping of a project had commenced to identify and pursue land acquisition in priority areas on a more proactive basis.

At the October 2016 Council meeting (DED80/16) the review of the Public Resort Recreation and Land Fund (PRRLF) for Open Space was considered, and Council resolved to note that a review of the PRRLF would recommend a strategic approach to the allocation of the fund across upgrade of existing open space and proactive purchase and development of new open space. This report and the Framework at **Attachment 1** is the output of that review.

### **Current process for acquiring land for open space**

The current Council approach to purchasing land is not proactive; it is essentially based on a 'watch and wait' principle of assessing land available for purchase as to whether it would be suitable for acquisition for open space. This approach is undertaken mainly through informal monitoring of the real estate market in Moreland and through notification by State Government departments and agencies (particularly VicRoads, VicTrack and the Department of Treasury and Finance) advising of government land declared as surplus.



These opportunities are investigated and assessed against the MOSS. The assessment includes an internal consultation process. Reports are then presented to Council on whether to acquire the land or not, and how it might be funded.

A more proactive approach is recommended in future, as set out in the Framework, to ensure purchasing occurs where land is needed most to service those areas with lowest access to open space.

### **3. Issues**

#### **The need for a proactive approach to strategic land purchase in gap areas**

Moreland is undergoing a period of rapid growth and it is important that Council's investment in a high quality open space network keeps pace with this growth. Population projections for the City of Moreland prepared by i.d Consulting released in May 2017 indicate that Moreland is now projected to have a total population of 228,807 by 2036. This represents an increase of 48.3% between 2011 and 2036, or an additional 74,562 residents.

In this context of strong and continued population growth across all suburbs (with the exception of Gowanbrae), it is appropriate that Council prioritise spending from the PRRLF on the open space gap areas.

As of August 2017, the current balance of the PRRLF was approximately \$37 million. Expenditure of the existing monies in the PRRLF is best undertaken in an accelerated, proactive manner to ensure strategic land acquisition not only where existing open space gaps exist, but where gaps will be further exacerbated by population growth.

By establishing that open space gap areas are a key priority for open space expenditure, and that expenditure should be accelerated in these areas, other open space needs will become a lower priority for expenditure of the fund in the short term. This does not mean the spending on these items will not occur. Any decision made on expending the fund on any other open space need must be considered in the context of prioritising the delivery of new open spaces in accordance with the Framework.

Ongoing monitoring and reporting on fund expenditure will ensure appropriate priority is given to improving provision of open space to service gap areas.

#### **Scope of the draft Framework to Fill Open Space Gap Areas (Attachment 1)**

The draft 'A Park Close to Home: A Framework to Fill Open Space Gaps' at **Attachment 1** sets out how the PRRLF could be spent on closing open space gaps, to provide new open spaces to areas that are deficient in open space to meet the needs of an increasing population associated with expected residential growth.

In essence, there are 4 main parts to the Framework:

- identifying the open space gap areas;
- purchasing land to service the gap area;
- converting this land to open space; and
- ongoing monitoring of the Framework.

These parts are set out in detail in the Framework, and in summary below:

#### **Identifying the gap areas**

*Note: The 3 paragraphs below have been superseded by the information contained in the section of this report titled, 'changes to this report, and Park Close to Home Framework.' The methodology for prioritising gap areas has been updated and revised following the June 2017 Council meeting, which has resulted in the high, medium and low priority gap areas changing. Refer to the relevant section of this report for details.*

The gap areas identified in the Framework at **Attachment 1** are not serviced by open space at appropriate levels. Gap areas do not have the access to open space, of any size or type within the distance that the MOSS identifies to be appropriate. This is a particular concern for Council due to the high rate of growth in the residential population across Moreland, particularly within activity centres. These gap areas will become a greater issue as population continues to grow.

In response to the fact that Activity Centres will see the most dense forms of development and highest population growth, the MOSS requires a *greater provision* of open space within walking distance to these areas (under MOSS policy, more parks will be required in and around Activity Centres as properties within Activity Centres must be within 300 metres of open space, rather than 500 metres for the rest of Moreland).

High and medium priority gap areas have been identified in the draft Framework. High priority gap areas are those that currently have the highest number of properties within them, and medium priority gap areas are all remaining areas located within an Activity Centre. Population growth will continue to occur within all gap areas, further exacerbating the inadequacy of the open space provision across all gap areas, and furthering the need to ensure proactive acquisition of land.

### ***Purchasing land***

The Framework sets out a series of tasks to be undertaken to identify land that would be appropriate to purchase to convert to open space. The purchase of these sites will be pursued through a process of negotiation with landowners.

No landowner will be 'forced' to sell their land, and the land will not be compulsorily acquired. Aside from the potential distress compulsory acquisition may cause land owners, compensation costs could be significantly over and above the property's value. Given that compulsory acquisition is an expensive, lengthy and difficult process and that Council has the ability to acquire sites through other mechanisms (e.g. negotiated purchase, on market purchase, as an open space contribution) there is little benefit in reserving land via compulsory acquisition.

Prior to the purchase of any land, as with the standard land purchasing process followed by Council, a confidential report would be tabled at a Council Meeting, seeking Council to resolve a maximum price to be paid for the land. This price will be based on a valuation and consideration of the market. The approach of purchasing land identified as appropriate for open space which may not be available for purchase on the open market, may result in a higher than market price being paid for the land as the landowner was not originally intending to sell.

Land will also be pursued through open market purchases, negotiation of open space contributions in the form of land, and through other mechanisms such as shared use agreements, proactive contact with potential sellers and through purchase options where appropriate.

This report recommends that the Director of Corporate Services be authorised to commence negotiations to purchase land to service gap areas, in accordance with the Framework. This is to ensure that any opportunities to purchase land are taken and actively pursued, since residential growth and land prices will continue to increase whilst the Framework is finalised.

### ***Converting land into open space***

Following acquisition of any land, a review of the open space needs in the surrounding area will be undertaken to inform a decision on the type, form, purpose, and timing of delivery of the new open space will be undertaken in consultation with the community.

As set out in the Council Plan 2017-2022 (P4), it is a key priority to create at least 2 new additional parks.

### ***Ongoing monitoring of expenditure and Framework success***

Appropriate monitoring of the Framework will ensure expenditure is appropriately tracked, and a determination will be able to be made about whether overall PRRLF expenditure has been prioritised on open space gap areas. This will allow informed decisions around expenditure of the fund on other open space priorities.

### **Creation of open space in alternate ways to acquisition**

The focus of the Framework is on land acquisition within gap areas to ensure that permanent, well located high quality open spaces, are created before growth continues and land prices continue to rise. This will also enable the existing fund to be expended at a time more closely linked to when it was accumulated. This does not however, preclude alternative ways in which open spaces can be provided being pursued (such as shared use agreements, road closures, lease agreements to use land for open space) and funded through either the rates base or PRRLF.

### **Changes to this report and Park Close to Home Framework**

*Note: The section of this report from the first paragraph below, to (and inclusive of) the paragraph titled 'Revisions to consultation program' has been added to this Council report and was not included in the June 2017 version.*

This report was first tabled to the June 2017 Council meeting, and Council resolved to defer the report. This deferral occurred after debate in the chamber on a proposed alternate resolution that sought some changes to the way in which the Framework considered capacity and demand for open space, population growth, dwelling density, and income and expenditure from the PRRLF to date.

At a Briefing on the 4 August 2017, Council officers discussed proposed alternatives with Councillors, and recommended that changes to the Framework be undertaken prior to Council adopting the draft Framework for consultation. This section of the Council report explains the changes made to the Framework in response to feedback received at the Council Briefing in August.

### ***Open Space Fund income and expenditure across Moreland's suburbs***

To better assist an understanding of the current income and expenditure of the PRRLF, data has been compiled in Table 1 and Graph 1 (below) regarding the past 8 years of income and expenditure from the fund on a municipal and suburb basis.

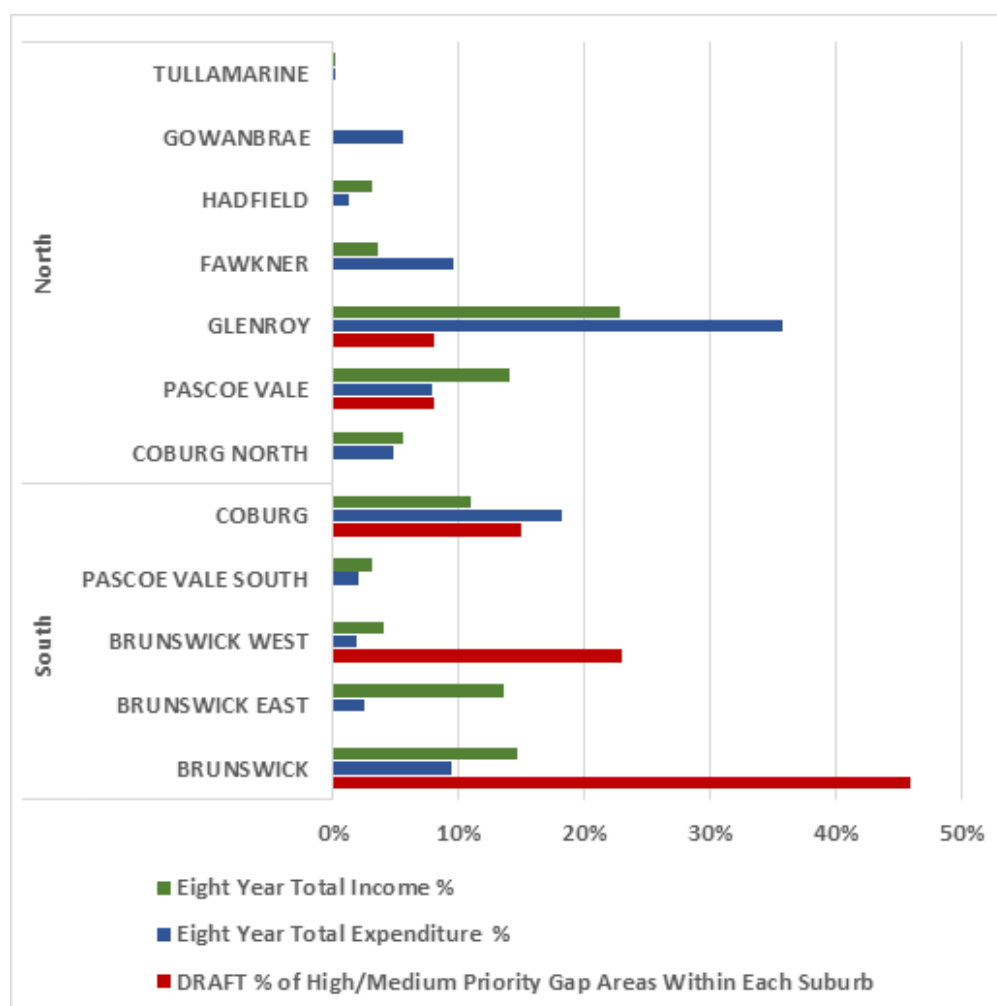
The data indicates that there is no single suburb that is making a disproportionately large contribution to the fund, or that the north is contributing more or less than the south. The income is spread across Moreland, and is indicative that growth in housing provision is occurring right across the municipality, through different housing types and densities.

Graph 1 also includes '*Percentage of high/medium priority gap areas within each suburb*' information. This part of the graph indicates, in percentage terms, which suburbs the priority gap areas are located in, as recommended by the Draft Framework at **Attachment 1** (for example, of the 13 high and medium priority gap areas, 6 of them are located in Brunswick, which equates to 46% of the high/medium priority gap areas being located in the suburb of Brunswick). For a more detailed explanation of the information displayed in Graph 1 see **Attachment 1** (Suburb Snapshots).

**Table 1: PRRLF income and expenditure for the past 8 years (suburb based)**

Suburb	Income		Expenditure	
	Total	%	Total	%
Brunswick	\$8,278,995	15%	\$2,499,007	9%
Brunswick East	\$7,630,116	14%	\$652,363	2%
Brunswick West	\$2,280,395	4%	\$513,039	2%
Coburg	\$6,200,764	11%	\$4,824,282	18%
Coburg North	\$3,116,710	6%	\$1,259,313	5%
Fawkner	\$2,037,460	4%	\$2,532,803	10%
Glenroy	\$12,841,225	23%	\$9,483,451	36%
Gowanbrae	\$0	0%	\$1,470,090	6%
Hadfield	\$1,759,879	3%	\$336,567	1%
Oak park	\$2,421,110	4%	\$351,344	1%
Pascoe Vale	\$7,928,288	14%	\$2,071,046	8%
Pascoe Vale South	\$1,715,840	3%	\$547,023	2%
Tullamarine	\$111,390	0%	\$5,231	0%
<b>Total</b>	<b>\$56,322,172</b>	<b>100%</b>	<b>\$26,540,327</b>	<b>100%</b>

**Graph 1: Past Income and Expenditure (as per Table 1), and Priority Gap Areas per suburb**



## Relationship between where income is generated and where it is spent

Creation and improvement of open space benefits the whole municipality, not just the suburb within which the open space is created, and it also benefits both existing and future residents. Although the open space contribution is received from a particular suburb is it not appropriate for it to be only spent within that suburb. The levy requires a form of nexus between subdivision and open space need to be established to justify its application, but the expenditure of the sum collected can be made elsewhere as long as it is allocated to open space. The Panel Reports for the amendments to the Moreland Planning Scheme that introduced the Open Space Contribution requirements recognised this ([Amendment C85](#) Panel Report, page 11 and [Amendment C122](#) panel report, page 27).

The panel report for Amendment C122 notes that projects to address existing open space deficiencies (such as buying new open space to fill existing open space gap areas), will serve both existing residents, and residents of newly developed housing. It is appropriate therefore, for open space contribution to be utilised to fund projects to address existing open space deficiencies, and to provide for new open spaces that would serve future populations.

The revisions to the methodology presented in this Report result in greater regard for future population growth when prioritising the open space gaps. It is recognised that existing open space gaps will be exacerbated more significantly where they are located within areas of highest population growth. This does not mean that all gap areas will not be addressed over time, but it will inform which gap areas are addressed in terms of priority. This revised methodology is explained below and in the revised Framework at **Attachment 1**.

### ***The Revised methodology for prioritising gap areas***

In the revised version of the Framework at **Attachment 1**, the high, medium and low priority gap areas have been identified through consideration of 4 factors, rather than 2. This results in increased regard to residential densities, population growth and existing open space service levels when prioritising which gap areas to fill first.

The below table provides a comparison of the methodology presented in the June report to Council versus the revised method being presented as part of the September report to Council.

***Table 2: Comparison of June and September prioritisation of gap areas methodology***

June methodology (white column)	September methodology (grey columns)	
	Factors considered	Rationale for including this factor in the revised methodology
Existing number of properties in the gap area	Existing number of properties in the gap area – 50% weighting	The number of properties in a gap area is a direct indication of how many people will benefit if the gap area is closed through creation of open space. It is appropriate to prioritise those gap areas with a large number of properties within them. A 50% weighting has been attributed to this factor as these areas currently have no walkable access to open space, and therefore should be the priority for providing new open space.

June methodology (white column)	September methodology (grey columns)	
Whether the gap area is in an Activity Centre or not	Density of properties within the gap area – 15% weighting	Where residential densities are higher, building forms and private open space are likely to be smaller. It is appropriate to prioritise those gap areas that have higher densities. As an element of higher density living has already been considered in the calculation of the gap areas a relatively lower weighting of 15% has been given to this factor.
	Existing open space provision in each suburb – 25% weighting	It is appropriate to prioritise gap areas located within a suburb that has a low level of existing open space provision. To ensure that new open space is provided in suburbs that have the lowest existing service levels, this factor has been given a significant weighting of 25%.
	Dwelling forecasts – 10%	It is appropriate to prioritise gap areas where population is forecast to grow most significantly. As population growth has been factored in through MOSS policy to provide more open space within Activity Centres, this factor has been given a lower weighting of 10%.

The weightings identified above for each factor has informed the scoring of each gap area and its prioritisation. The rationale for the weightings and scores are explained in detail in the draft Framework at **Attachment 1** and ensure that greater regard is now given to the growth in population anticipated, existing open space levels within each suburb and the density of properties within the gap areas. The high, medium and low priority gap areas are identified in the Framework at **Attachment 1**.

### ***Reporting***

The Framework (**Attachment 1**) requires reporting of income and expenditure on a suburb basis, along with reporting on projects undertaken and projects planned to be included in an annual report.

### ***Revisions to consultation program***

The consultation section of this report has been revised to indicate that a consultation session will be organised in each of the 3 wards in Moreland (North West, North East and South), rather than having only 2 consultation sessions across the 3 wards as proposed in the June Council report.

## **Improving open space service delivery in gap areas and beyond**

### ***Other open space priorities***

Whilst it is recommended that the use of the PRRLF be prioritised on purchasing land to service open space gap areas, it is acknowledged that the fund is also available to fund other open space needs across the city. The MOSS sets out actions that will improve open space service delivery across Moreland. Activity Centre Structure plans and other strategic documents also identify open space projects that are potentially eligible for PRRLF expenditure.

### ***Further work to better understand open space provision across Moreland***

Concurrent to the work to implement the Framework, officers will undertake further strategic work. This work will assist in better understanding the gap areas, and the ongoing implementation of other actions in the MOSS and other strategies. This work will include matters such as:

- Develop and adopt a standard approach to determining what open space is required, for what, where, and how it should be provided including corresponding core service levels to ensure open space is fit for purpose; tools to aid planning, site selection and design; and better guidance to open space planning and development;
- Analyse the distribution of spaces by type, function and landscape setting to determine omissions, duplications and opportunities for varying experiences;
- A strategic review of the quality of existing open spaces across Moreland, and identification of improvements to existing open spaces to increase their use/value;
- Undertake a comprehensive assessment of the existing and potential public value of poor quality, undeveloped open spaces to identify opportunities to diversify open space uses, experiences and landscape settings in those, or future development or divestment actions;
- Implement the open space recommendations of the:
  - Brunswick, Glenroy, and Coburg 2020 Structure Plans
  - Merri Creek Environs Strategy (2010)
  - Moonee Ponds Creek Strategic Plan (2011) – Chain of Ponds (2017)
  - Resting Places Strategy
  - Merri Creek Shared Trail Review
  - Moreland Indigenous Vegetation Assessment 2011
  - Existing master plans i.e. Moomba Reserve, Westbreen Creek;
- Review opportunities to acquire land to create vegetated buffers and public open space corridors along Merri, Moonee Ponds, and Edgars creek corridors;
- Identification of improved pedestrian links that could be developed to improve access to existing open space (including consideration of how laneways could be made more accessible);
- Develop implementation plans (prioritisation, costs and timing) for open space to improve provision and access to local open space, including civic places, within designated principal, major, neighbourhood and local activity centres;
- Revisit the open space typologies included in the MOSS, to consider creation of new typologies in addition to the existing regional/district/local typologies (e.g. create new types to cover smaller open space, such as neighbourhood, small local and local linkage types);
- Resolve ownership, public access and lease arrangements with State agencies for open space along waterways, service easements and rail reserves, in order to consolidate and enhance the open space network;

- Progress shared use agreements, Memoranda of Understanding, Section 173 agreements, lease agreements, committees of management in open space creation to fill gap areas and meet other open space goals;
- Potential identification of areas across Moreland where a land contribution over a cash contribution is preferred as part of the open space contribution.

### **Continued use of the PRRLF for open space upgrades/improvements**

Extensive background research has been undertaken to inform the preparation of the Framework. This research has included:

- Confirmation of what the PRRLF can be spent on (legislative context);
- Review of other Councils' approaches to expenditure of the PRRLF;
- Literature and best practice review;
- A review of how the PRRLF is currently allocated; and
- Modelling of the projected growth of the PRRLF.

The research has assisted in achieving a better understanding of the overall picture of current PRRLF expenditure. Officers have identified that an appropriate level of expenditure of the PRRLF on Council open space upgrades and improvements is 10% of income to the fund, per financial year (with the 10% calculation made based on the previous financial years income to the fund).

Expenditure of 10% of the fund on upgrades and improvements will:

- Result in adequate funding on upgrades and improvements, in line with the spending on these items undertaken in previous years and forecast for future years; and
- Ensure sufficient funds are available to create new open space in accordance with the Framework.

The use of a percentage, rather than a set dollar amount, ensures expenditure on upgrades and improvements can reflect the annual income to the fund.

The 2016-2017 budget adopted by Council on 24 July 2017 (DCS40/17), forecasts PRRLF expenditure on open space upgrades as follows:

<b>Financial Year Forecast</b>	<b>Moreland City Council Budget 2016-2017 funding allocation from PPRLF</b>
2017-2018	\$1,216,960
2018-2019	\$1,025,000
2019-2020	\$1,255,000
2020-2021	\$500,000
2021-2022	\$500,000

The forecast rates for 2017-2018 to 2019-2020 reflect an allocation of approximately 10% of the PRRLF on upgrades, given income to the fund is modelled to be between \$7 to \$15 million per year. It is anticipated that should an approach of allocating 10% to upgrades/improvements be adopted for future years, spending in the 2020-2021 and 2021-2022 financial years would increase to a similar figure.

### **Human Rights Consideration**

The implications of this report have been assessed in accordance with the requirements of the Charter of Human Rights and Responsibilities.



#### **4. Consultation**

- Councillors have been consulted at the Council Briefings held in April 2017, and September 2016. Following deferral of the report at the June Council Meeting, a Council briefing was held on the 4 August 2017 to discuss proposed revisions to the Council report and Framework in response to debate at the June Council meeting. Officers recommended to Councillors that the changes be made prior to consultation being undertaken on the draft Framework.
- Community consultation on the framework will occur through Council's website, the *Moreland Leader* newspaper. 3 consultation meetings will be organised (1 meeting per ward) during October 2017. These meetings will be in the format of a public forum in the evening, at which Council officers will engage in consultation with residents and interested parties. Community groups and stakeholders will also be sent direct notification of the draft Framework. Feedback will be sought from the community, community groups and stakeholders on the content and direction of the draft Framework. Written comments will be sought.
- The project board established to govern the delivery of the Framework includes the Chief Executive Officer (project executive), Directors of City Infrastructure, Planning and Economic Development, and Corporate Services. The Framework has been prepared collaboratively by the following Council Units – the Open Space Design and Development Unit, Strategic Planning, Urban Design, Property, Finance, Capital Works Planning and Delivery and Youth and Leisure (Recreation).

#### **5. Officer Declaration of Conflict of Interest**

Council officers involved in the preparation of this report have no conflict of interest in this matter.

#### **6. Financial and Resources Implications**

As of August 2017, there is \$37 million dollars in the PPRLF. As detailed in the Framework, the fund income is modelled to be in the vicinity of \$7 million to \$15 million per year, depending on land value and quantum of subdivision.

The financial and resource implications of the various aspects of the Framework are set out below:

##### **Framework preparation**

The funds required to prepare the Framework (\$50,000) are budgeted for within the current year budget of the Open Space Design and Development Unit, and have been drawn from the PPRLF. To date, \$20,000 of this budget has been spent on a Report by HillPDA Consultants that details each of the multiple land acquisition options available to Council, and provides examples of these, and the pros and cons of each option. Any remaining budget will be transferred back to the PPRLF.

##### **Framework implementation officer**

To ensure the timely and proactive implementation of this Framework a new Implementation Officer position will be created, and funded through the PPRLF. As the position is directly tied to the creation of new open space, it is eligible for PPRLF funding. The roles and responsibilities of this officer are set out in the Framework.

##### **Purchasing of land**

The purchase of land, and all items associated with land purchase such as valuations, buyer advocate representation and other costs will be funded through the PPRLF. It is anticipated that in the first year of Framework implementation the purchase of land will be the focus of implementation, rather than creation of new open space which will require design and community consultation. The cost of this purchase will depend on the location and size of the land.

## **Conversion of land to open space**

Conversion of land to open space will be funded through the PRRLF. Depending on resource capacity within the Open Space Design and Development Unit and/or Urban Design Unit, resources to deliver the open space may be contracted to a consultant. All costs associated with conversion of the land to open space are eligible for funding through the PRRLF. Rezoning of land to a Public Park and Recreation Zone would be undertaken within existing resource of the Strategic Planning Unit.

## **Ongoing open space costs**

Maintenance costs/resourcing for newly created open spaces will need to be factored into the ongoing maintenance base budget allocation moving forward. Maintenance of open space is not eligible for PRRLF funding.

## **Further work to better understand open space provision across Moreland**

As set out in the issues section of this report, there is further strategic work required to holistically understand and improve gap areas, and deliver open space beyond the gap areas. This work will be undertaken across Council by relevant units, including the Open Space Design and Development Unit, the Places Branch, Urban Design Unit and Recreation Services, as existing resources allow. Parts of this work that are directly related to the creation of new open space could be eligible for funding through the PRRLF.

## **7. Implementation**

### **Finalising the draft Framework**

Subject to a resolution of Council to endorse the (draft) Framework for consultation, a consultation process will commence, anticipated to begin in October 2017 for a period of 1 month.

A further report will be prepared for Council, anticipated for December 2017, subject to the outcomes of consultation. This further report will include a summary of community consultation, response to the consultation and a final Framework for adoption.

### **Framework implementation**

The draft Framework sets out in detail how it will be implemented, and the roles and responsibilities for implementation, including the steps to be followed for gap area identification, land purchase, and conversion to open space. As set out in the Framework, further reports to Council (confidential reports) prior to the purchase of any land in accordance with the Framework would be received as per the usual land purchase process.

## **Attachment/s**

- [1](#) Draft - A Park Close to Home - A Framework to Fill Open Space Gaps D17/298902



Moreland City Council



# A Park Close to Home: A Framework to Fill Open Space Gaps

Draft - September 2017

DRAFT September 2017

# A Park Close to Home: A Framework to Fill Open Space Gaps

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## 1. Introduction and purpose

The *Park Close to Home: A Framework to Fill Open Space Gaps* (the Framework) has been prepared to implement the Moreland Open Space Strategy 2012-2022 (MOSS) directions on how the Public Recreation Resort and Land Fund (PRRLF) should be utilised to provide a 'park close to home.'

Council collects monies as Public Open Space Contributions (POSC) pursuant to the *Subdivisions Act 1988*, and the *Subdivisions Act 1988* provides direction on how this fund can be spent. The POSC are held in the Public Resort and Recreation Land Fund (PRRLF or 'the fund'). This Framework guides the proactive expenditure of the fund to create open space, to remove gaps in open space provision.

This Framework establishes an accelerated land purchase program so that gaps can be efficiently addressed, and land purchase occurs before land values continue to rise. The Framework also provides an assessment tool to identify whether land available on the open market should be purchased to address an open space gap in Moreland.

Once land is purchased in accordance with this Framework, it will be converted into open space in accordance with findings of a design and planning stage to service both the gap area and surrounds.

## 2. Open Space Contributions – Purpose and Principles

### a. The Public Open Space Contribution (POSC)

The *Subdivisions Act 1988* ('the Subdivision Act') allows local government to seek a cash payment or land contribution (or a combination of both) for the purpose of providing public open space. Moreland has historically pursued a cash rather than land contribution, and the preference for a cash contribution is set out in the Local Planning Policy Framework. This is called a Public Open Space Contribution (POSC).

### b. How Public Open Space Contributions are collected

In Moreland, the POSC is set through a schedule to Clause 52.01 (Public Open Space Contribution and Subdivision) in the Moreland Planning Scheme. The POSC required is specific to each suburb (see table 1) and is expressed in percentage terms, as 'the rate'. The POSC is collected by Council at time of subdivision, pursuant to the *Subdivision Act 1988*.

Council has its POSC rates in the Moreland Planning Scheme at Clause 52.01 as follows:

Table 1. Public Open Space Contribution rates - Moreland Planning Scheme (schedule to Clause 52.01)

Suburb	Rate
Brunswick East/North Fitzroy	5.7%
Brunswick	6.3%
Brunswick West	2.5%
Coburg	6.8%
Pascoe Vale South	3.4%
Coburg North	4.3%
Pascoe Vale	3.7%
Oak Park	3.1%
Fawkner	5.7%
Hadfield	4.3%
Glenroy	6.5%
Gowanbrae Tullamarine	4.7%

#### c. How open space contributions can be spent

POS contributions received under clause 52.01 of the Scheme must be used in accordance with section 20 of the *Subdivision Act 1988*.

In summary, section 20(2) requires funds collected as POS contributions to be used to either:

- purchase land for use as public open space;
- improve land set aside, zoned or reserved for use as public open space; or
- improve land not set aside, zoned or reserved for use as public open space, but only with the approval of the Minister.

'Public open space' is not defined in the Scheme or the *Planning and Environment Act 1987*. However, the language used in s 20(2) mirrors the definition of 'public open space' in the *Subdivision Act*, which provides that:

Public open space means land set aside in a plan or land in a plan zoned or reserved under a planning scheme –

- (a) for public recreation or public resort
- (b) as parklands, or
- (c) for similar purposes.

Legal advice provided to Council indicates that the use of the fund for the purchase of land for open space would extend to the human resources associated with the buying of the land and converting it to open space, along with funding all aspects of its conversion to open space, such as engaging contractors to design open space or deliver play equipment.

There is no requirement to spend the PRRLF in the suburb from which it was collected. Creation and improvement of open space improves the open space provision for the whole municipality (not just the suburb within which the open space is created). New and improved open space also benefits not just existing residents, but future residents. Thus, although the open space contribution is received as a result of new subdivisions creating increased need for open space, there is no requirement to spend the PRRLF within the suburb from which it was collected. The contribution requires a form of

nexus between subdivision and open space need to be established to justify its application, but the expenditure of the sum collected can be made elsewhere as long as it is allocated to open space.

### 3. Open Space Contributions – current and projected earnings and expenditure

Income to Council from Public Open Space contributions is increasing in value annually, mirroring increases to the rate of development and increased land values across Moreland.

#### a. Earnings to date – Municipal Wide

Table 2 indicates the yearly earnings over the past ten years. In recent times, expenditure has not met the rate of earnings, which means that Council is in a positive financial position to enable a proactive program for fund expenditure to be guided by this Framework.

*Table 2. Past 10 years of PRRLF earnings expenditure (includes notation on Planning Scheme Amendments that made major changes to the Open Space Contribution Rate at Clause 52.01)*

Financial Year	Overall Earnings	Expenditure	Balance at close of financial year
2007-08	\$1,751,450	Nil	\$7,024,397
2008-09	\$4,417,730	\$1,094,765	\$10,347,362
2009-10	\$3,467,641	\$3,745,593	\$10,069,410
2010-11 * C85 gazetted 23 September 2010	\$4,835,010	\$3,528,341	\$11,376,079
2011-12	\$3,985,771	\$3,706,294	\$11,655,556
2012-13	\$5,092,555	\$7,236,886	\$9,511,225
2013-14 * C122 gazetted 10 October 2013	\$5,422,730	\$3,375,185	\$11,558,769
2014-15	\$7,327,490	\$3,332,558	\$15,553,700
2015-16	\$13,838,620	\$920,760	\$28,471,560
2016-17	\$12,352,355	\$730,288	\$40,093,627
<b>Total 2007/08 – 2016/17</b>	<b>\$62,491,352</b>	<b>\$27,670,670</b>	



## b. Earnings to date – per suburb

Table 3 and Figure 1 provide the income and expenditure of POSC on a suburb basis for the past 8 years (suburb based data was not readily available for the full ten year period). Table 3 provides the raw data, and Figure 1 provides this same data in a graph.

*Table 3. Eight Year Open Space Income and Expenditure by Suburb, 2009/10-2016/17*

SUBURB	INCOME		EXPENDITURE	
	TOTAL	%	TOTAL	%
BRUNSWICK	\$8,278,995	15%	\$2,499,007	9%
BRUNSWICK EAST	\$7,630,116	14%	\$652,363	2%
BRUNSWICK WEST	\$2,280,395	4%	\$513,039	2%
COBURG	\$6,200,764	11%	\$4,824,282	18%
COBURG NORTH	\$3,116,710	6%	\$1,259,313	5%
FAWKNER	\$2,037,460	4%	\$2,532,803	10%
GLENROY	\$12,841,225	23%	\$9,483,451	36%
GOWANBRAE	\$0	0%	\$1,470,090	6%
HADFIELD	\$1,759,879	3%	\$336,567	1%
OAK PARK	\$2,421,110	4%	\$351,344	1%
PASCOE VALE	\$7,928,288	14%	\$2,071,046	8%
PASCOE VALE SOUTH	\$1,715,840	3%	\$547,023	2%
TULLAMARINE	\$111,390	0%	\$5,231	0%
<b>TOTAL</b>	<b>\$56,322,172</b>	<b>100%</b>	<b>\$26,540,327</b>	<b>100%</b>

Figure 1. Graph to show information in Table 1 – Income and Expenditure (Eight year total income as a percentage of overall total)

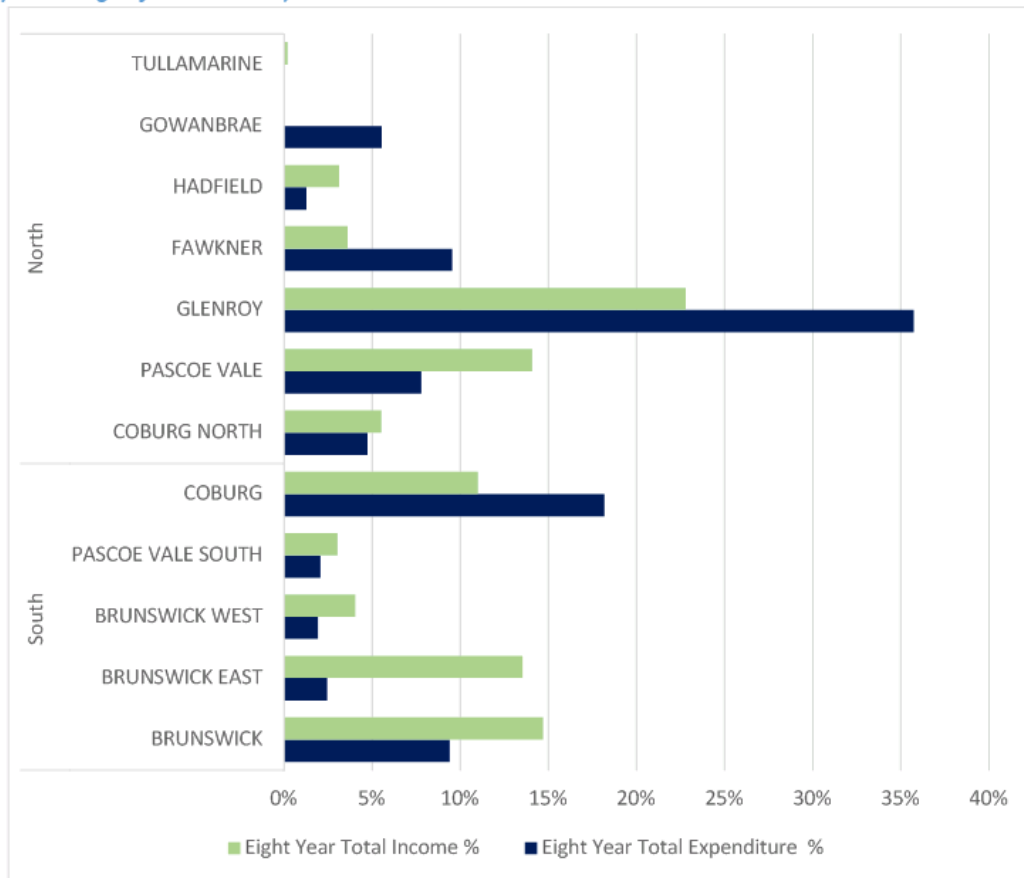


Table 3 and Figure 1 indicate that the income to the fund has been spread across the municipality, and across both the southern and northern suburbs of Moreland. It is not only apartment type dwellings that are major contributors to the fund (such as those more typically seen in southern suburbs), but also infill unit and townhouse type development (more typically seen in the northern suburbs). Tables 4 and 5 provide the breakdown for income and expenditure for each suburb for each of the past 8 years.

**c. Projected earnings across Moreland**

The growth in earnings to the fund is projected to continue. Modelling of the growth of the fund indicates that the fund will continue to grow at a rate of around \$7-\$15 million per year, depending on the amount of subdivision per year and whether land values continue to rise.

**d. Expenditure to date – Municipal wide**

Table 2 relates to expenditure on both the purchase of new open space and upgrades to existing open space. It can be seen that income has far outstripped expenditure, leaving Council in a positive financial position to enable proactive, strategic expenditure on creating new open space.

**e. Expenditure to date – per suburb**

It is observed in Table 3 and Figure 1 that in the suburb data that Glenroy has received the highest proportion of fund expenditure in recent years, this is due to the purchase of two large land holdings in Glenroy (part of the Northern Golf Course and the Primary School on Wheatsheaf Road).

Tables 4 and 5 on the following pages show the open space income and expenditure by suburb for each year between 2009/10 and 2016/17.

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Table 4. Suburb Income 2009/10 to 2016/17

Suburb	2009/10	2010/11	2011/12	2012/2013	2013/2014	2014/2015	2015/2016	2016/17	Total	%
BRUNSWICK	\$261,510	\$1,083,840	\$382,540	\$726,795	\$432,470	\$1,430,490	\$2,107,770	\$1,853,580	\$8,278,995	15%
BRUNSWICK EAST	\$222,000	\$718,440	\$300,720	\$492,880	\$1,206,220	\$895,470	\$2,380,320	\$1,414,066	\$7,630,116	14%
BRUNSWICK WEST	\$549,770	\$65,250	\$113,750	\$299,250	\$187,250	\$223,000	\$261,000	\$581,125	\$2,280,395	4%
COBURG	\$213,550	\$807,610	\$690,604	\$803,740	\$572,900	\$816,000	\$826,880	\$1,469,480	\$6,200,764	11%
COBURG NORTH	\$200,550	\$200,320	\$118,580	\$112,740	\$91,160	\$115,670	\$1,856,290	\$421,400	\$3,116,710	6%
FAWKNER	\$126,750	\$162,520	\$246,810	\$172,710	\$220,020	\$308,370	\$371,070	\$429,210	\$2,037,460	4%
GLENROY	\$936,160	\$672,850	\$999,000	\$1,166,400	\$1,193,140	\$1,794,850	\$2,967,600	\$3,111,225	\$12,841,225	23%
GOWANBRAE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
HADFIELD	\$43,700	\$108,150	\$65,790	\$129,860	\$136,310	\$278,640	\$460,100	\$537,329	\$1,759,879	3%
OAK PARK	\$266,265	\$291,900	\$271,405	\$150,350	\$247,380	\$249,240	\$403,620	\$540,950	\$2,421,110	4%
PASCOE VALE	\$623,886	\$632,330	\$691,762	\$907,610	\$937,950	\$1,105,190	\$1,689,050	\$1,340,510	\$7,928,288	14%
PASCOE VALE SOUTH	\$23,500	\$91,800	\$63,920	\$130,220	\$148,580	\$89,420	\$514,920	\$653,480	\$1,715,840	3%
TULLAMARINE	\$0	\$0	\$40,890	\$0	\$49,350	\$21,150	\$0	\$0	\$111,390	0%
<b>Total</b>	<b>\$3,467,641</b>	<b>\$4,835,010</b>	<b>\$3,985,771</b>	<b>\$5,092,555</b>	<b>\$5,422,730</b>	<b>\$7,327,490</b>	<b>\$13,838,620</b>	<b>\$12,352,355</b>	<b>\$56,322,172</b>	<b>100%</b>

Table 5. Suburb Expenditure 2009/10 to 2016/17

Suburb	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	Total	%
BRUNSWICK	\$391,697	\$974,556	\$328,868	\$514,529	\$35,207	\$0	\$126,834	\$127,317	\$2,499,007	9%
BRUNSWICK EAST	\$264,306	\$7,200	\$30,075	\$120,964	\$0	\$0	\$100,070	\$129,747	\$652,363	2%
BRUNSWICK WEST	\$376,945	\$26,184	\$0	\$108,630	\$0	\$0	\$1,280	\$0	\$513,039	2%
COBURG	\$321,865	\$845,022	\$850,312	\$1,678,405	\$663,043	\$133,945	\$97,918	\$233,773	\$4,824,282	18%
COBURG NORTH	\$167,683	\$118,603	\$522,604	\$400,637	-\$205,537	\$0	\$227,322	\$28,000	\$1,259,313	5%
FAWKNER	\$112,130	\$264,646	\$134,806	\$362,249	\$1,534,817	\$0	\$123,148	\$1,007	\$2,532,803	10%
GLENROY	\$703,008	\$356,179	\$1,248,675	\$3,252,343	\$831,130	\$2,847,277	\$64,067	\$180,771	\$9,483,451	36%
GOWANBRAE	\$200,069	\$344,931	\$298,371	\$270,383	\$5,000	\$351,336	\$0	\$0	\$1,470,090	6%
HADFIELD	\$22,093	\$104,740	\$0	\$0	\$0	\$0	\$180,121	\$29,613	\$336,567	1%
OAK PARK	\$311,344	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$351,344	1%
PASCOE VALE	\$802,225	\$455,992	\$292,584	\$48,719	\$471,526	\$0	\$0	\$0	\$2,071,046	8%
PASCOE VALE SOUTH	\$66,996	\$0	\$0	\$480,027	\$0	\$0	\$0	\$0	\$547,023	2%
TULLAMARINE	\$5,231	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,231	0%
<b>Total</b>	<b>\$3,745,593</b>	<b>\$3,498,052</b>	<b>\$3,706,294</b>	<b>\$7,236,886</b>	<b>\$3,375,186</b>	<b>\$3,332,559</b>	<b>\$920,760</b>	<b>\$730,228</b>	<b>\$26,545,558</b>	<b>100%</b>

## 4. The Moreland Open Space Strategy - Goal 1: A Park Close to Home

The Moreland Open Space Strategy 2012-2022 (MOSS) was prepared to provide the overarching framework and strategic direction for open space planning in the City of Moreland for 10 years. The MOSS has been in operation since 2012, and is therefore due for full review and renewal in 2022.

The MOSS sets the Council direction for the future provision, planning, design and management of publicly owned open space that is set aside for leisure, recreation and nature conservation purposes.

MOSS provides recommendations for maintaining Moreland's liveability in the context of steady population growth, by adding to the open space in the municipality and improving existing open space. The key issues effecting the provision of open space into the future addressed in the MOSS include population growth, protecting and enhancing environmental values, climate change and increasing urban temperatures.

The MOSS contains the goal (Goal 1) to *Provide parks close to home*, and seeks to achieve this through a strategy to *improve the provision and access to functional open space, within designated principal, major, neighbourhood and local activity centres, by providing high quality open space within 300m safe walking distance of the activity centre*. Further to this strategy, the MOSS recommends that *open space is provided within 500m of all residential properties, and 300m to all activity centres*.

The MOSS includes the strategy, *to prepare a land acquisition policy to guide Council's strategic acquisition of land for open space and open space improvements*. It also lists a number of sites that Council should seek to acquire. This Framework 'drills down' into the overarching goals of the MOSS to provide a Framework for how decisions should be made to acquire land to fill open space gaps. Filling open space gaps is a key Council priority, and whilst the fund can be called upon to fund other open space priorities, undertaking proactive and strategic land acquisition is a key Council priority that can be guided by this Framework.

## 5. Why prioritise PRRLF expenditure on open space gap areas

### a. Other open space needs that may seek to draw on the PRRLF

The PRRLF can be spent on all eligible open space initiatives identified in the MOSS and other Council adopted policies, as identified below:

1. Closing open space gap areas identified in the **MOSS (Goal 1)**
2. As opportunities arise, acquiring land within 50m/30m of the main waterways through Moreland in accordance with MOSS (**MOSS Goal 3**), and as identified in Merri and Moonee Ponds Creek Strategies endorsed by Council. (**Merri Creek and Environs Strategy 2009-2014, Moonee Ponds Creek Strategic Action Plan**)
3. Funding Open Space projects (new open space, upgrades to open space and improving linkages to open space) identified in **Activity Centre Structure Plans** for Coburg, Brunswick and Glenroy, and the 12 Neighbourhood Activity Centres (areas where the highest rates of population growth and activity are encouraged through the Municipal Strategic Statement in the Moreland Planning Scheme).
4. The reactive purchase of **land identified as surplus** to State Government or other authority requirements



5. Provision of active recreation facilities, including indoor active recreation facilities (as eligible for PRRLF spending) as set out in the **Moreland Sport and Physical Activity Strategy (2014-2018)**
6. Upgrades to existing open spaces in accordance with the **MOSS and the Play Strategy (2016-2020)**, and acquiring land to implement the Play Strategy.
7. Acquiring land to address any flood mitigation works within open space areas.
8. Undertaking projects to ensure adequate access to the **various types of open space** across Moreland (eg. District, Local, Shared Trail, Sport etc) as set out in the **MOSS**
9. Improving linkages to existing open spaces (pedestrian/visual links) to improve the open space network as set out in the **MOSS Goal 7**.
10. To fund in some circumstances, depending on the nature of the agreement, **Shared Use Agreements** or **Committees of Management** to provide access to open space and active recreation spaces in private or state government ownership as set out in the **MOSS** (eg. Schools).
11. Eligible open space projects identified within the following Council and stakeholder strategies, including the following:
  - Moreland Play Strategy 2016 -2026
  - Moreland Urban Forest Strategy 2017-2027
  - Moonee Ponds Creek Action Plan 2011-2016
  - Edgars Creek Conservation and Development Plan 2013-2023
  - Westbreen Creek Parklands – An Environmental Park
  - Moonee Ponds and Merri Creek Resting Places Strategy 2002
  - Merri Creek Trail Review 2007
  - Merri Creek Trail Signage Strategy 2007
  - Merri Creek Environs Strategy 2009-2014

All of the above items will contribute to the increased and improved provision of open space across Moreland, and all are important to ensure open space improves as the population grows, as directed by the MOSS. This Framework sets out how the fund should be utilised to proactively address open space gap areas (item 1). Spending of the PRRLF and other income to Council such as the rates base, on other items listed above will need to be considered in the context of whether there are sufficient funds remaining after creating new open spaces within gap areas, as gap areas are Councils priority for the use of the PRRLF for the reasons set out below.

#### **b. The need to prioritise gap areas**

Gap areas are a priority for use of the PRRLF as these locations currently do not have the access to open space, of any size or type within the distance that the MOSS identifies to be appropriate. This is a particular concern for Council due to the high rate of growth in the residential population across Moreland, particularly within activity centres. These gap areas will become a greater issue as population continues to grow.

In response to the fact that Activity Centres will see the most dense forms of development and highest population growth, the MOSS requires a *greater provision* of open space within walking distance to Activity Centres (under MOSS policy, more parks will be provided in and around Activity Centres as properties within Activity Centres must be within 300m of a park, rather than 500m for the rest of Moreland). This Framework will ensure that by developing additional parks within gap areas, that as Moreland's population increases, access to parks will also improve.

This Framework assists Council to make informed, proactive and strategic decisions on purchasing land in and around open space gap areas before population and land prices continue to grow. It ensures that Moreland is planning for future population growth, by ensuring open space is created to benefit not just existing but also future populations.

Although the open space contribution is received as a result of new subdivisions creating increased need for open space, there is no requirement to spend the PPRLF within the suburb from which it was collected, or on open space that would solely service the 'future' population or be needed only as a result of increased population. Creation and improvement of open space in open space gap areas improves the open space provision for not just for existing residents, but also for future residents. Additional population growth where there is a gap in open space already, will exacerbate an existing shortfall in open space, and therefore must be a priority for Council to address.

## 6. Framework Implementation

### a. The role of the Framework Implementation Officer

The implementation of the Framework will be led by a new Council Officer position, whose primary role it will be to facilitate land purchases across Moreland in accordance with this Framework. The Implementation Officer may also facilitate other land acquisition processes that will improve open space in Moreland outside of the gap areas.

The Implementation Officer will also be responsible for ongoing maintenance and review of the Framework, and establishing and continuing reporting mechanisms for income and expenditure as set out in the Framework.

The primary role of the new officer will be to facilitate the purchase of sites across all gap areas, with a focus on the high and medium priority gap areas. The work of the Framework Implementation Officer however will not be limited to acquiring land within open space gap areas, but may also be expanded to include other means of acquiring land for open space, such as facilitating road closures, the preparation of shared use agreements, Committees of Management or lease agreements, provided these projects are valid for funding through the PPRLF. As the implementation officer position will be funded through the PPRLF, all work they undertake must be eligible for PPRLF funding.

The Officer is likely to be appointed for a one year contract, with a potential to extend, depending on the nature of the land purchases that have been successful in the first year of the implementation of this Framework.

Following purchase of land, the conversion of this land to open space will be led by the Open Space Unit or Urban Design Unit, depending on the type of open space that will be created, and whether it is located within an Activity Centre. There is potential for the implementation officer to project manage the delivery of open space on land purchased, provided that this does not come at the cost of work to facilitate acquisition of open space.

### b. Funding for the Framework Implementation Officer

This is a new officer position to be funded through the PPRLF. This is necessary to ensure the implementation of this Framework occurs in a timely manner, before increases in land value and population growth continue. A dedicated resource to implement this Framework will ensure its timely implementation.



The creation of new open space necessarily requires a human resource to facilitate the creation, and thus it is appropriate that this officer be funded through the fund, as their work is directly tied to the purchase of land for open space, and ongoing implementation and monitoring of this framework is an integral part of achieving new open space.

#### c. Relationship between Implementation Officer and other units

The Implementation Officer will lead the “Framework Implementation - Decision Making Working Group,” and arrange meetings when required to facilitate the steps necessary as set out in the Framework. The Decision Making Working Group will comprise the Manager Open Space and Street Cleansing, Manager Property and Governance, Property Coordinator, Unit Manager Open Space Design and Development. Senior Executive Management, including the CEO, will be engaged in decision making as required.

The Open Space Planner will work closely with the Implementation Officer to ensure land purchases meet the criteria set out in the Framework. Other officers across Council within the Transport, Property, Open Space, Urban Design, Planning and Places units will also be consulted by the Implementation Officer in relation to either land purchase or conversion to open space as necessary.

#### d. Implementation Principles

The below are principles for the implementation of the Framework. Implementation should be undertaken in accordance with these principles. (Note: Monitoring and Reporting on implementation of the Framework is detailed at Step 8 of the Framework.)

1. ***Income to match spending:*** *Expenditure of the fund on land purchase within open space gap areas closely matches income to the fund for the previous financial year*

The quantum of sites to be purchased per year cannot be stated, as it will depend on the value of sites acquired, income to the fund, and time taken to negotiate a purchase. The Framework will be considered to be implemented successfully, and land acquisition rates appropriate, if the income to the fund and expenditure on land acquisition are aligned. (e.g. if the PRRLF continues to grow, and spending on land acquisition is not occurring at a rate that is commensurate to the growth of the fund, the Framework will not be deemed to have been implemented).

2. ***Efficient, agile informed decisions are made in accordance with this Framework where opportunities arise to acquire land for open space:*** *The officer appointed to implement this Framework provides advice on whether open space projects (other than creation of parks to service gap areas) can be undertaken without jeopardising open space gap area closures as a priority.*

Successful implementation of this Framework will mean the Framework is assisting in decision making on other open space priorities as there will be clear tracking, reporting and monitoring of how gap areas are being closed, to allow informed decisions about whether the PRRLF is available to fund other open space priorities.

### 7. A Park Close to Home Framework

The below Framework will guide decisions on PPRLF expenditure to provide new open space within open space gap areas.

**The Framework**



### 8. The Framework Explained – process steps and responsibility

Step 1: Identify and quantify open space gaps



**Part 1: Identify Gaps**

**Summary:** In accordance with MOSS policy, identify the areas within an Activity Centre (Neighbourhood and Major Activity Centres) that are more than 300m from any open space (any type, size, use), and the areas outside of an Activity Centre that are more than 500m from open space by undertaking a walking catchment analysis, and label these areas as 'gap areas.'

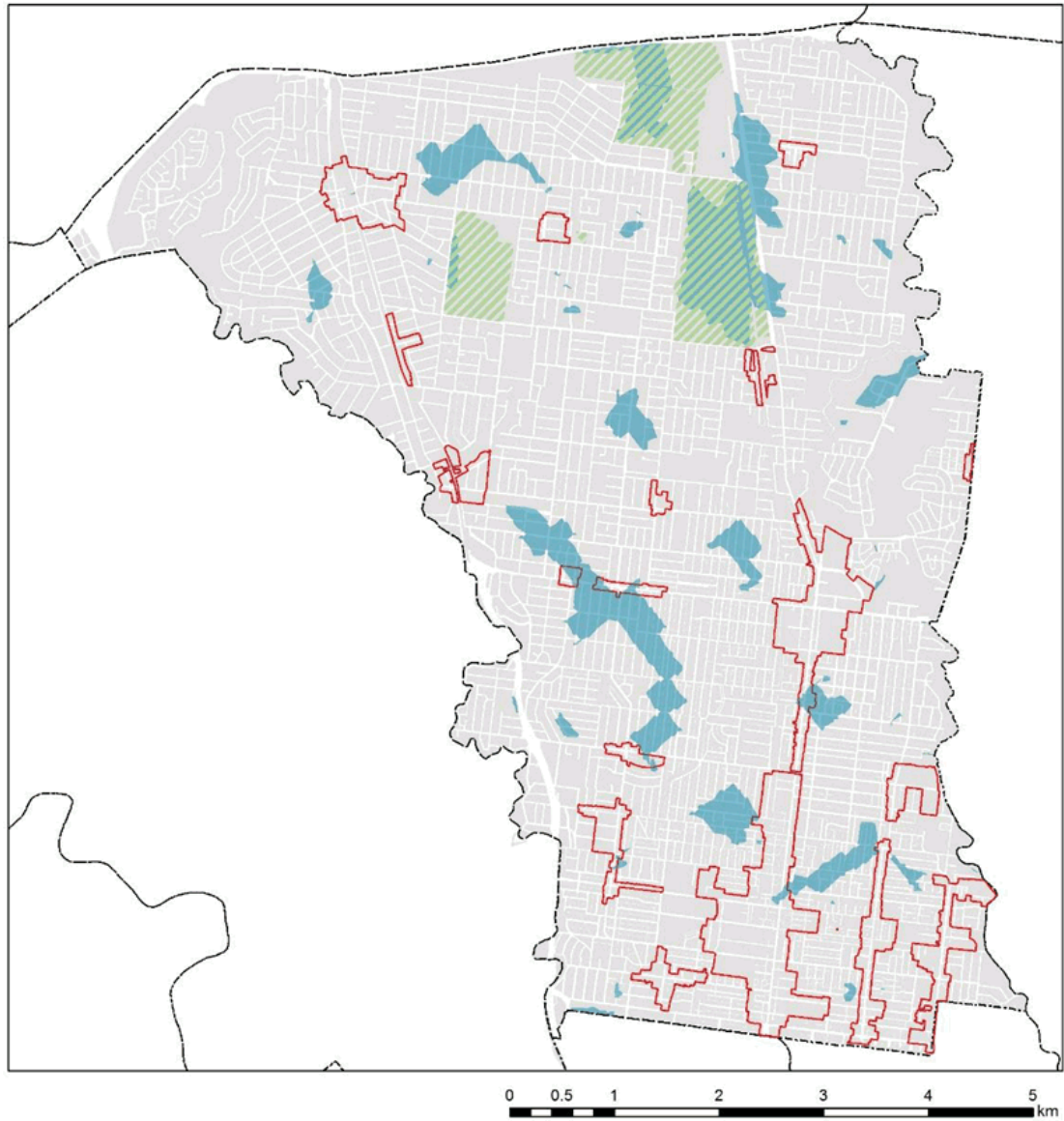
**Detailed explanation:**

- Use the GIS to identify existing open spaces across Moreland. This includes all unrestricted open space areas, of any size or type, as long as they are owned by Moreland City Council and registered as a Reserve or open space on title or by inclusion in the Public Park and Recreation Zone, or planned to be included in this zone. This does not include restricted open space areas (e.g. areas not generally open to the public such as the Fawkner Cemetery).
- Open Space is defined using the MOSS definition.
- Using the existing road network, and adding in pedestrian routes with guaranteed continuing 24 hour a day access, identify a 300m and 500m safe walking distance from open space. Properties within an Activity Centre that are more than 300m walking distance from the open space, are identified to be within a gap area. Properties not within an Activity centre and more than 500m walking distance from the open space are also identified to be within a gap area.  
Road centrelines are used to measure distances. Bluestone laneways are generally not included in the walkability analysis due to accessibility considerations.

**Impact of the 300m walking distance policy for Activity Centres**

The MOSS policy for open space to be provided within 300m of an Activity Centre (as opposed to 500m) results in the provision of more open space within and close to Activity Centres. This ensures that more open space is provided where population is most anticipated to grow and where densities will be highest. The below Map 1 indicates (when compared to the actual gap areas at Map 2) that MOSS policy for a 300m walkable distance results in bigger gap areas, and thus more open space being provided.

Map 1: The smaller gap areas that would result from using a 500m walkable distance only



**Legend**

-  Restricted Open Space
-  Gap Areas > 500m from Unrestricted Open Space
-  Activity Centre



**Part 2: Quantify gaps**

**Summary:** For each gap area, identify the number of properties within the gap area.

**Detailed explanation:**

- If a property within a gap area has the centroid of the polygon included in the gap area, include this property within the calculations.
- Label those areas as 'gap areas' that are not within 500m of an open space (where the property is not within an activity centre), using the suburb name the gap area is mostly located within, and a number (Eg. PV3=Pascoe Vale 3). Label those properties within an activity centre that are not within 300m of an open space using the suburb name the gap area is mostly located within, the letter 'a' or 'n' and a number (e.g. BEa2=Brunswick East, Activity Centre, Gap 2 or PVSn1 = Pascoe Vale South Neighbourhood Centre 1). *Note: There are a number of gap areas that straddle two suburbs. (See the Appendix 1: Suburb Snapshots for detailed information on gap area locations and boundaries) Activity Centre boundaries and major roads have been used as a boundary to designate gap areas that adjoin one another, rather than breaking up gap areas based on suburb boundaries.*
- Identify how many properties are included within each gap area and include in a table. Include the property in the calculations of how many properties are within the gap area only if the centroid of the property sits within the gap area. For all properties, include in the calculation the number of actual parcels or lots within the property (e.g. for an apartment block containing 55 dwellings, this would be counted as 55 properties, not one)

An example to demonstrate the above explanation is shown below in Images A and B:

- Gap areas located entirely within a Core Industry and Employment Area within the Moreland Industrial Land Strategy (shown hatched on the Gap Area Maps) are not considered as a gap area requiring closure as a priority for consideration under this Framework. This is due to the primary purpose of these areas being industrial land use, with this use being the preferred use for these areas into the long term, as set out in the Moreland Local Planning Policy Framework. The only gap area this applies to is within the Newlands Industrial Area. *(Note: It is noted in Section 8 of the Framework that further work will be undertaken to review the total PRRLF income received from land within industrial zones, and whether the Framework should be reviewed to consider prioritising open space gap areas located within industrially zoned areas based on open space needs within these areas.)*



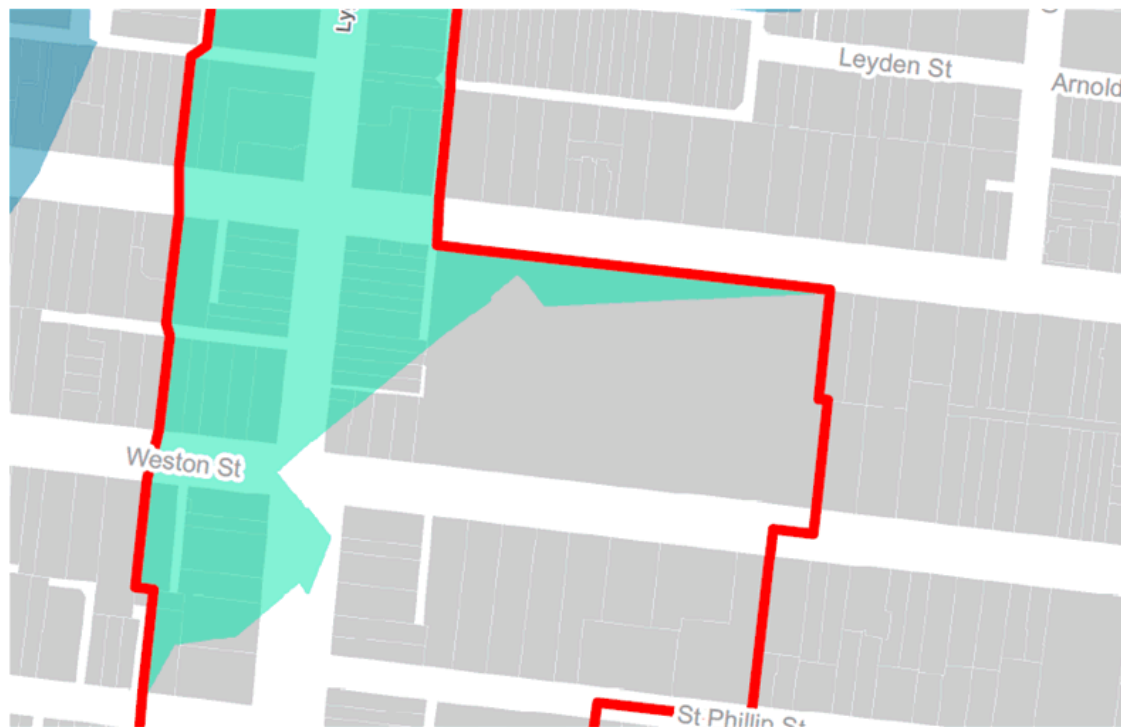
IMAGE A



Image A above shows an existing park (Douglas Reserve) in the bottom right of the aerial photo. A walking distance of 300m and 500m has been measured from this park, and red dots on properties denote that these properties are within the 300m of the park. Those properties shown in green are within an activity centre (as denoted by the red line) and more than 300m from a park, and thus are within a gap area. If there was not an Activity Centre in this location, these properties would not be in a gap area, as they would only need to be 500m from open space, not 300. Thus, this demonstrates how the gap areas are larger in and around Activity Centres, so that more open space will be provided where population growth will occur.

Image A above shows a pedestrian walkway through the left hand side of the large building labelled '422 dwellings.' The calculations made for the walkability analysis on Image A did not include this laneway as a walkable path. Image B below does include this laneway as a walkable path. These images demonstrate that when laneways are included in walkability assessments, the gap area will actually narrow, as seen on the below map. To qualify, a pedestrian path has to have unrestricted public access and be of a size and type that allows easy walkability for all abilities. Only the top part of the large site labelled with 422 dwellings is now within a gap area, as the laneway improves walkability to Douglas Reserve. These 422 dwellings have therefore not been included in the number of dwellings within the gap area, as the centroid of the property is not within the gap area.

IMAGE B



**Responsibility for Step 1:**

**Initial:** Framework preparation group (comprises officers from Strategy Unit, Open Space Unit, Property Unit, and Urban Design Unit)

**Ongoing:** Framework Implementation Officer

**Step 2: Identify medium and high priority open space gap areas**



**Summary:**

The prioritisation of gap areas allows for an informed and strategic approach to the purchase of land where it is needed most.

The gap areas have been prioritised with a scoring system that is reflective of MOSS objectives to provide a park close to home for all residents, whilst having regard to population growth, existing open space service levels and dwelling densities within and around the gap areas.

Importantly, as noted in Section 1 of this Framework, the MOSS policy for a 300m measurement for open space walkability in Activity Centres results in bigger gap areas in and around where population will grow the most.

A high, medium or low priority rating was given to each gap area, based on the scoring system. The scoring and weighting systems are fully explained below.

**Detailed Explanation:**

The gap areas have been prioritised to inform which areas need the most urgent action to acquire land. High and medium priority areas will be the focus for action under this Framework.

Low priority gap areas will not be the subject of proactive purchase under this Framework. The prioritisation of gap areas will be regularly reviewed as gap areas close and this Framework is reviewed (*See Step 8 in this Framework for how ongoing Reporting and Monitoring of the Framework will be undertaken*). Identification of a gap area as a 'low' priority does not mean it will never be addressed. Rather, it means that any decision to purchase land to close a low priority gap area must be considered against the need to address high and medium gap areas first.

*Methodology for gap area prioritisation:*

A scoring and weighting system has been developed to provide a transparent way of comparing each gap area. Four factors have been used to determine the gap area priorities; namely:

- the number of properties that exist within the gap area,
- the existing density within the gap area,
- the amount of existing open space in the suburb the gap area sits within, and
- predicted dwelling growth in the surrounding area.

The following Table 6 sets out the factors, the weighting given to each factor, and the rationale for the factors and the weighting.



Table 6. Factors, Weighting and Rationale for Gap Area Prioritisation

Factors	Weighting	How this factor was calculated	Rationale for including this factor	Rationale for weighting of this factor
<b>A. Number of properties that will benefit (50%) – Prioritising the biggest gaps</b>				
1.Properties in a gap area	50%	Relevant data collected for each gap area based on property data	The number of properties in a gap area is a direct indication of how many people will benefit if the gap area is closed through creation of open space. The higher the number of properties, the more significant the gap area.	The number of properties has been given the highest weighting of 50%. These areas currently have no walkable access to open space, and therefore should be the priority for providing new open space. Any future growth in these areas will exacerbate the existing under provision of open space.
<b>B. Density, Current Open Space Service Levels and Growth (50%) – Prioritising the gaps with the most need</b>				
2.Density within the gap area	15%	Relevant data collected for each gap area based on area (sqm) and property data. This was calculated by dividing the number of properties within the gap area by the area (sqm) of the gap area. This was based on current information about how many properties are within a gap area in a zone conducive to residential use (eg. a Residential Zone, Commercial Zone, Mixed Use Zone).	Density is considered to generally reflect the type of dwellings in a gap area i.e. higher density dwellings generally have limited outdoor space. Where densities are highest, it is necessary that easy walking access to open space be provided as a priority, as higher density dwelling types generally will not have access to a large backyard.	This is considered to be an important factor when considering the need for ready access to open space. As an element of higher density living has been considered in the calculation of the gap areas (through the requirement for more open space to be provided in Activity Centres) a relatively lower weighting of 15% has been given to this factor.
3.Existing Open Space Service Levels within each suburb	25%	This factor is based on a calculation of the existing amount of Open Space per 1000 people (hectare) by suburb. Data was collected for all open space	The amount of open space per person takes into consideration the potential demand for existing open space and the likely usage rate of existing open	This is considered to be a very important factor in determining which gap areas should be prioritised, to ensure that new open space is provided in suburbs

Factors	Weighting	How this factor was calculated	Rationale for including this factor	Rationale for weighting of this factor
		across each suburb, which allowed a calculation of the total hectares of open space available in each suburb. This was then divided by the 2016 Census population estimates for each suburb to derive a hectare per 1000 people calculation.	space (eg. if there is less open space, it will be in higher demand and receive higher use).	that have the lowest existing service levels, to improve overall access for that suburb.
4.Future population growth in the surrounding area	10%	This factor is calculated by identifying the future growth in dwellings by ID Small Area 2016 to 2036. (Population and dwelling projections are undertaken by ID consulting for Council on a biennial basis. This information is available on Council's website.) ID small areas were chosen because they are the smallest projection geography available, and thus most accurately reflect the growth within the open space gap area. The number of dwellings forecast to be in each small area at 2036 was used in the scoring.	Population growth will continue to occur within all gap areas, and this growth increases the need to ensure proactive acquisition of land within gap areas for existing and future residents.	This is considered to be a relevant factor, but as population growth is already factored in through the MOSS policy to ensure more open space is provided in activity centres, this factor it given a lower weighting of 10%.

*How the scores were derived:*

The following system was used to develop scores for the gap area once the required data was collated.

'High' priority areas are:

- The gap areas that scored 50 points or over out of 100 are deemed to be the highest priority areas.

‘Medium’ priority areas are:

- The gap areas that achieved a score of between 40 and 49 out of 100 are deemed to be medium priority.

‘Low’ priority areas are:

- All remaining gap areas.

Steps taken to derive the scores for each gap area are set out below, as well as how it was determined which score should be attributed to a high, medium or low priority gap area:

1. For factors 1, 2 and 4 detailed in Table 4, the gap areas were ordered in descending order and a scoring scale of 0-100 was used. The largest value in each factor achieved the highest score (100) and the remaining areas were scored based on their relevant position in the order.
2. For factor 3, the data for the gap areas were ordered in ascending order so areas with lowest amount of open space per 1,000 people received the highest score. A scoring scale of 0-100 was then applied to the gap areas.
3. The relative weightings set out in the Table 4 were then applied to the gap area scores for each factor.
4. The scores for each gap area were then totalled. The maximum score a gap area could achieve is 100.
5. Very few gap areas scored over 50 out of 100 and most of those that did scored significantly over 50 (the highest score was 92 out of 100). Gap areas that scored over 50 have been given the highest priority.
6. In terms of determining the medium priority gap areas, there was a cluster of seven gap areas that had scores of between 40 and 49; four out of the seven had scores of well over 40. This cluster has been used to determine a suitable cut off point for grouping the medium priorities.

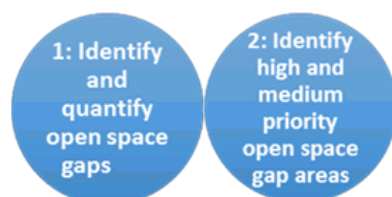
Table 7 lists the high, medium and low priority gap areas. (This information is replicated on a suburb basis in the suburb snapshots at Appendix 1, and shown spatially on Map 2.) Appendix 2 provides the data and weighted scores for each gap area.

**Responsibility for Step 2:**

**Initial:** Framework preparation group (comprises officers from Strategy Unit, Open Space Unit, Property Unit, and Urban Design Unit)

**Ongoing:** Framework Implementation Officer

**Step 1 and 2 Output -**

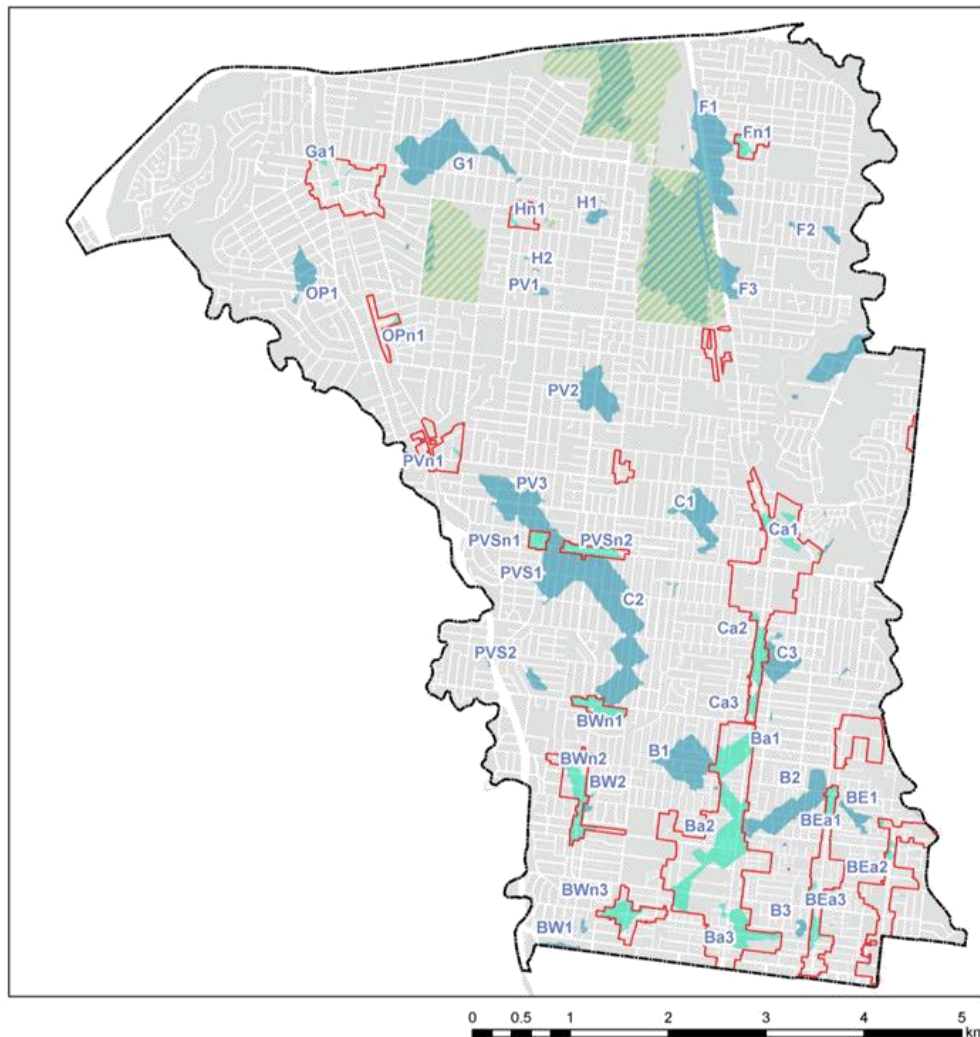


**Output:** Open Space Gap Areas Mapping and the Gap area priority table

The below Map 2 illustrates the gap areas across Moreland and should be read in conjunction with Appendix 1. Appendix 1, the Suburb Snapshots, provides a map of each suburb showing the gap areas, along with a summary of the main factors relevant to each suburb. Table 7 provides the data for all gap areas across Moreland and identifies their score and priority. Full detail on the data behind each score is available at Appendix 2 – Data used to calculate gap area scores.

*Map 2: Open Space Gap Areas – All of Moreland*

(See Suburb Snapshots at Appendix 1 for detail on gap areas and priorities)



**Legend**

- Restricted Open Space
- Activity Centre
- Gap Areas > 500m from Unrestricted Open Space
- Gap Areas > 300m from Unrestricted Open Space



Table 7. High, Medium and Low Priority Gap Areas with Scores

Gap Area	No. of Properties in Gap Area Score	Density within Gap Area (Addresses Divided by HA) Score	Open Space (HA) per 1000 people – 2016 Score	Mid Small Area Households 2036 Score	Total Score
<b>Max Score</b>	<b>50</b>	<b>15</b>	<b>25</b>	<b>10</b>	<b>100</b>
<b>High Priority</b>					
Ba2	50	11	25	6	92
B1	28	9	25	5	68
B2	24	8	25	10	67
BWn2	26	14	21	4	65
C2	39	5	13	7	64
Ba3	17	11	25	6	58
<b>Medium Priority</b>					
BWn1	9	8	21	10	48
BWn3	11	11	21	4	47
B3	3	12	25	7	47
Ba1	8	4	25	10	46
PV3	20	6	11	6	42
G1	21	4	8	7	40
C1	14	6	13	7	40
<b>Low Priority</b>					
Ca3	4	13	13	9	38
C3	10	7	13	9	38
PV2	15	6	11	6	38
BEa1	7	15	10	4	36
BW2	1	9	21	4	35
PVS1	12	4	11	6	34
Ca2	6	5	13	9	33
H1	2	5	20	6	33
Hn1	1	6	20	6	32
BW1	1	4	21	4	30
Ca1	4	4	13	9	30
PVSn2	6	6	11	6	30
F1	16	3	5	6	30
BEa3	5	8	10	6	29
H2	0	3	20	6	29
PV1	1	8	11	6	26
OP1	5	5	7	8	25
Ga1	1	6	8	8	24
BEa2	1	5	10	7	23



Gap Area	No. of Properties in Gap Area Score	Density within Gap Area (Addresses Divided by HA) Score	Open Space (HA) per 1000 people – 2016 Score	id Small Area Households 2036 Score	Total Score
<b>Max Score</b>	<b>50</b>	<b>15</b>	<b>25</b>	<b>10</b>	<b>100</b>
<b>Low Priority</b>					
PVSn1	2	3	11	6	23
BE1	3	6	10	4	22
PVS2	2	5	11	3	21
PVn1	0	3	11	6	20
Fn1	2	6	5	6	19
OPn1	0	3	7	6	16
F2	1	4	5	6	16
F3	3	2	5	6	15

See Appendix 2 for the data for each gap area that was used to calculate the scores.

### Step 3: Identify land for purchase to address the open space gaps



**Summary:** Undertake an assessment of each gap area to identify land to purchase, for future conversion into open space.

**Step explained:**

Identifying land:

A set of criteria to identify potential sites to purchase to convert for open space within or adjacent to each gap area has informed site identification.

The criteria is as follows:

Criteria	Commentary
<b>Connectivity</b>	-Surrounded by a permeable street network which means the site is easily accessible from a large number of properties (e.g. not hidden down dead-end streets). -Located on main pedestrian routes (e.g. connecting retail, transport, schools or other active spaces).

	-Selected to ensure maximum access to households in the mapped gap area, to most effectively reduce the gap area.
<b>Activation</b>	As many street or active frontages as possible (at least 2 or more?) / substantially bounded by streets or pedestrian paths
<b>Passive surveillance</b>	Maximise opportunities for casual surveillance with sightlines or at least design/development potential of adjoining properties for this to occur
<b>Minimum Size / Dimensions</b>	minimum 1,200 square metres for each site with access points >10m wide
<b>Issues and Dependencies</b>	services, parking, housing, heritage, planning, potential contamination of land (eg. contamination from previous industrial uses)

Each gap area was inspected and analysed through a desktop analysis by Councils Open Space Planner to identify sites that would meet the above criteria. Any sites identified were discussed with Council Officers within the Places Team, Urban Design Unit, Property Unit, Strategic Planning Unit, Transport Unit and Open Space Unit to identify Issues and Dependencies. Issues and Dependencies refer to potential impediments or considerations pertaining to acquisition and design and may impact upon the effective use of the site for open space, such as services, parking, heritage overlays, potential contamination and remediation required, or other planning considerations. At least one potential site within each gap area will be identified, and ideally more than one property within a gap area to ensure that back up options are available to pursue.

Walkability assessment:

The walkability assessment will indicate the extent to which each property identified would close a gap area. The walkability assessment will show, based on road centrelines and any permanently accessible pedestrian thoroughfares, how many properties would be located within 300m of the new open space (if the properties are within an activity centre) or within 500m of the open space (if the properties are outside of an AC.) The walkability assessment will identify the gap area the property reduces most significantly, and any other gap areas that may also be reduced as a result of the new open space will also be identified. A project efficiency rating will be calculated to show the percentage of properties within the gap area that would be considered to have adequate access to open space if the land were purchased and converted to open space. These assessments inform the prioritisation of site purchase within each gap area.

Costing projects:

An approximate cost for the conversion of each site identified for acquisition into an open space would be prepared. This approximate costing would inform potential implications for resourcing and prioritisation of open space conversion.

Estimated costings will be developed using a per square metre cost calculation, applied together with site specific considerations and a review of past project costs. Costs for equipment at each site would be informed by Councils Play Strategy, to identify whether a playground, toilet, BBQ area or shelter would be appropriate for the space. Remediation costs have not been included (both soil remediation and cost of remediating any existing buildings on the site), and demolition costs would also be excluded. Any additional services that may be identified would not have not been costed.

Ongoing maintenance costs based on a service level and asset depreciation would also be estimated for each project.

It is necessary for the output of this step in the Framework to remain an internal working document. Public release of preferred site details may effect property values and unnecessarily cause concern to current landowners. Although preferred sites for acquisition will be identified through this framework, and their purchase will be pursued, it is a key tenant of this framework that any land acquisition would be through a negotiated process. There will be multiple sites identified within each gap area, to ensure there are options available to Council. If the potential sites were not kept confidential, it may unnecessarily burden land with some uncertainty. Furthermore, ongoing review of potential sites will occur to ensure that as land appropriate for open space is identified within gap areas it can be considered for negotiated purchase.

**Responsibility for Step 3:**

**Initial:** Framework preparation group (comprises officers from Strategy Unit, Open Space Unit, Property Unit, and Urban Design Unit)

**Ongoing:** Framework Implementation Officer in consultation with the Open Space Unit.

**Step 4: Negotiate purchase of land****Summary:**

Focusing on high and medium priority gap areas, negotiate purchase of the land identified at Step 3 of this Framework.

Council will identify land suitable for purchase at Step 3 of this Framework, and facilitate a process of negotiated purchase of this land.

Alternatively, other land acquisition options may be pursued to purchase land not identified in Step 3 (*Step 3 - Identify Land for Purchase*) as follows:

- Alternative Option A: Purchase *other* land determined to address a gap area with equal effectiveness as the land identified through Step 3 as it becomes available on the open market; or
- Alternative Option B: Negotiate acquisition of land as part of a pre-application or development proposal (to fully or partially fulfil an open space contribution requirement at Clause 52.01).

**Detailed Explanation:**

The Implementation Officer will be responsible for facilitating the negotiation with land owners to purchase land identified at Step 3. The working group will make the initial decision on which parcels of land to pursue for purchase first, and identify a price ceiling for reporting to Council as part of a confidential report to Council, prior to any purchase being undertaken (as per standard land purchasing Council decision making and reporting arrangements.)



Alternative Options A and B are set out in more detail below. A land purchase identified through Option A or B would be considered against all other sites already identified for an open space gap area through Step 3, with a determination made by the working group as to which would result in the most efficient use of the PRRLF and best open space outcome when assessed against the criteria.

Alternative Option A:

- To ensure that any opportunities to buy appropriate land within a gap area are pursued, the Implementation Officer will also consider the purchase of properties which come onto the open market for sale that were not identified through Step 3. Properties on the open market will be assessed in accordance with this Framework in consultation with relevant units (Property, Open Space, Strategic Planning and Transport and Urban Design) to determine whether any on market sites should be pursued in addition to, or instead of, those sites identified at Step 3. High and medium priority gap areas will be included on Council's internal systems with appropriate alerts developed for when land comes onto the market for sale. The benefits of acquiring land on the open market are that there is no potential to pay compensation to the landowner, and the risks associated with a long negotiation process are avoided.

Alternative Option B:

- A process will be created whereby the intention of landowners to redevelop large, strategic redevelopment sites within the high and medium priority gap areas, not identified in Step 3, will be made known to the Implementation Officer. This will ideally occur prior to a planning permit pre-application discussion, or in limited cases as part of a pre-application discussion. This is to ensure any opportunities to negotiate the purchase of part of the site for a future open space, or the contribution of land rather than cash to meet the requirements of Clause 52.01 are pursued as early as possible.

**Responsibility:**

Deciding on land to be pursued for purchase: Framework Implementation Working Group comprising: Framework Implementation Officer, Manager Open Space and Street Cleansing, Manager Property and Governance, Property Coordinator, Unit Manager Open Space Design and Development. The Group Manager City Development would be consulted in relation to any land pursued under Alternative Option B (as part of a redevelopment of a site). Senior Executive Management, including the CEO, will be consulted as required.

Undertaking purchase of land (includes reporting to Council for decision making): Framework Implementation Officer.

**Step 5: Consider how and when acquired land will be developed**



**Summary:** Assess the existing parks surrounding the gap areas to identify the best open space outcome for the area, and how the land acquired can best be developed to serve the needs of the gap area and wider population.

**Step 5 explained:** Following acquisition of each parcel of land in accordance with this Framework, a review of the open space needs in the surrounding area will be undertaken to ensure informed decisions on the type, form, purpose, and timing of delivery and design of any open space to be created. This work is eligible for PRRLF funding as it will directly inform the development of a particular piece of land into a specific open space. It will also be necessary to ensure that Service Unit Plans for the relevant Council Units involved in delivering open space clearly identify the roles, responsibilities, and timing for open space delivery.

**Responsibility:** Post purchase and before conversion to open space: The Framework Implementation Officer will, at the completion of a land sale, make a determination with the working group on the appropriate use of the site until it is converted to open space. The Implementation Officer will undertake processes to facilitate this use (eg. demolition, lease, any ongoing maintenance required).

### Step 6: Plan, design consult and then convert land to open space



**Summary:** As resources allow (utilising the PRRLF where eligible), plan, design and consult on the new open space. Following this process, convert the acquired land into open space.

**Step 6 explained:** Once the land has been secured, and consideration has been made of how and when acquired land will be developed, Council will commence the planning, design and community consultation process on converting the land to open space. This may be undertaken by Council Officers, or by contracted consultants depending on resources available.

Following this process of planning, design and consultation, conversion of land into open space is aimed to be completed within a three year timeframe of the land being transferred into Councils ownership.

Land will be rezoned into a Public Park and Recreation Zone (PPRZ) as resources within the Strategic Planning Unit allow, most likely to be undertaken as a 'bulk' rezoning, including multiple properties that have been purchased for open space. There is potential for this Planning Scheme Amendment to be undertaken as a 'fast track' Section 20(4) amendment (see Section 20 (4) of the *Planning and Environment Act 1987*) to expedite the process. Land does not need to be converted into an open space before it is rezoned – the rezoning should occur as soon as possible after the land is purchased, when resources within the Strategic Planning Unit allow and preferably in conjunction with other land rezoning to ensure efficiency of resourcing.

Processes to ensure the land is appropriately reserved on title as an open space (Reserve) or appropriate determination will also be pursued.

**Responsibility:** The Open Space Unit or in some instances the Urban Design Unit (depending on the location and type of open space to be created) will be responsible for determining the timing and allocating the resources required to deliver the open space. The Implementation Officer may be involved in conversion of the land if able to do so without detrimentally effecting the work of the officer to negotiate land purchase.

Land rezoning would be undertaken by the Strategic Planning Unit, and formally reserving the land as Open Space (eg. through appropriate changes to the Certificate of Title) would be undertaken by the Strategic Property Unit, with assistance from the Implementation Officer if available.

### Step 7: Budget for new open space maintenance



**Summary:** Appropriate maintenance funding established

**Detailed Explanation:** Ensure yearly budget review cycle includes funding to maintain newly created open space areas, with funding to be obtained from rates base, aligned so that it is available at the practical completion of the project.

**Responsibility:** Manager - Capital Works Planning and Delivery, with support from the Finance and Open Space Design Units, upon advice from the Framework Implementation Officer.

### Step 8: Monitor, Review and Report on the Framework



**Summary:**

The a) Monitoring, b) Review, and c) Reporting on the Framework will not only allow understanding of the success of the Framework, but enable informed decision making on spending of the PRRLF on open space needs in other areas (as set out in Section 5), and for the Framework to be continually reviewed and updated as open space gaps are addressed. The key measure of success of the Framework is the Council Plan 2017-2022 Strategic Initiative to:

*Increase tree canopy cover, enhance existing open space and create two new parks, in areas with the lowest access to open space.*

**Detailed Explanation:**

#### a. Monitoring the Framework

Fundamental to the successful implementation of the Framework and its ongoing review to ensure effectiveness, will be the thorough and consistent monitoring of the PRRLF expenditure. This includes monitoring spending both in accordance with the Framework, and spending outside of the Framework on open space needs other than open space gap areas. Ongoing, up to date reporting on overall fund expenditure will identify whether there is potential for Council to spend the PRRLF on open space needs other than gap areas as the rate of income and expenditure will be tracked. Thus, this reporting is integral to the implementation and success of the Framework.

To enable ongoing monitoring and regular review of the framework, collection of the following data must be undertaken by the Implementation Officer:

Information for collection:

(1) Information recorded when a contribution is charged:

- Project address and zone of land
- Planning permit number, financial year issued and description
- Contribution type (land and/or cash)
- Dollar contribution charged/land area of land contribution

(2) Expenditure information recorded by open space project (capital and acquisition):

- Suburb and post code of open space location
- Location (street address, name of reserve if applicable)
- Budget line item reference number and financial year of allocation
- Expenditure purpose (land purchase, improvements)
- Total project dollar value
- Expenditure within an open space gap area or other strategy that supports expenditure (eg. Activity Centre Structure Plan)

(3) Dollar value of funds from contributions:

- Contributions collected monthly, including any land contributions with information on the overall distribution of collections across suburbs.
- Contributions spent during the current financial year with information on the overall distribution or allocation of expenditure, and expenditure across suburbs.
- Proportion of total open space program budget attributed to contributions.
- Contributions held in reserve fund.
- Anticipated expenditure for the following financial year (once the annual budget is finalised).

(4) Other open spaces created (to be advised by the Open Space Unit to Implementation Officer):

- Shared use agreements
- Lease agreements
- Committees of Management
- Land transferred to Council ownership through public open space contribution in the form of land rather than cash contribution
- Purchase of any other parcel of land for open space for any other reason (e.g. land identified as redundant by service authorities)

(5) Other strategic work related to open space

- Information to be provided to the Implementation Officer on the outcomes of *other strategic work related to open space set out in Step 8)b.4 of this Framework* (to be advised by the Open Space Unit to Implementation Officer)

**Responsibility:** The Implementation Officer will be required to establish monitoring and reporting mechanisms. Finance, the Open Space Unit and the Subdivisions Officer will play a key role in providing data to the Implementation Officer to facilitate this monitoring, review and reporting. Reporting will be undertaken through standard Toolbox monthly reports, available to the Working Group and the Senior Executive Group. Annual Reports on the outcomes of the monitoring will be prepared, with recommendations made in relation to how the Framework should be updated to reflect:

- gap areas being filled, and



- the outcomes of the further strategic work related to open space detailed in Step 8) b.4 - *Ongoing review to ensure Framework implements other strategic work related to open space.*

#### **b. Reviewing and reporting on the Framework**

##### **1. Review after first two land acquisitions and first two open space developments**

On the completion of the first two land acquisitions, an assessment of the success of the Framework will be undertaken and reported to Council so that the most effective acquisition processes, realistic costings and timeframes can be factored into a refreshed version of the Framework if necessary. Following the conversion of two of the newly acquired sites into open space, a review will also occur. Reporting on this review will occur as required.

*Timing: Dependent on timeframe for completion of two land acquisitions, and conversion to open space.*

##### **2. Ongoing review after gap closures through other open space projects**

The gap areas must be reviewed to ensure that any open space project that has been undertaken has been considered against how it might provide a park close to home, and therefore close a gap area. This includes land purchases but may also include other open space creation. For example, a Shared Use Agreement enacted between a school and Council for a school to be made available for open space to the general public, or a lease agreement that secures open space access, or any new committees of management created may be considered to close a gap area. In this event, any land purchasing priorities should be reassessed to ensure gap areas remain the key focus for purchase of land. The Framework Implementation Officer will be informed by the Open Space Unit of any projects that may affect open space delivery in gap areas, and ongoing monitoring will occur by the Implementation Officer to inform whether a review is required. Reviews and reporting in this regard will be ongoing rather than annual.

*Timing: Ongoing*

##### **3. Annual review of gap area prioritisation**

An annual review will also be undertaken to determine whether an update is required to the data collated for the four factors used to determine the high and medium priority gap areas (those factors being the number of properties within each gap area, existing open space provision in a suburb, density within a gap area, and population growth).

*Timing: Annual*

##### **4. Ongoing review to ensure the Framework implements other strategic work related to open space**

Concurrent to the purchase of land and conversion of land in accordance with this Framework, Council's Open Space Design and Development Unit, along with Councils Recreation Unit, will undertake a holistic review of Moreland's open space needs. The outcomes of this work may inform revisions to the properties identified through Step 3 of the Framework. Where possible, the officer appointed to implement this Framework will be involved in any of the below work that is directly linked to the creation of new open space.

This work will include a review of matters such as:

- The quality of existing open spaces across Moreland, and identification of improvements to existing open spaces to increase their use/value.
- Identification of particular types of open space (e.g. Sport, Accessway /Trail, Social/Family) that are currently existing within Moreland, and any gaps in provision of certain types.
- Identification of any existing open space within Moreland that does not serve an area well and is located in an area with excellent access to open space, that could potentially be used for an alternate Council purpose or considered for disposal with funds being allocated to open space purchase or improvements.
- Identification of improved pedestrian links that could be developed to improve access to existing open space (including consideration of how laneways could be made more accessible).
- Revisiting the open space typologies included in the MOSS, to consider creation of new typologies in addition to the existing Regional/District/Local typologies (eg. create new types to cover smaller open space, such as Neighbourhood, Small Local and Local Linkage types).
- The role of shared use agreements, Section 173 agreements, lease agreements, committees of management in open space creation to fill gap areas and meet other open space goals.
- Potential identification of areas across Moreland where a land open space contribution is preferred over a cash contribution.
- Prioritisation and determination of whether the PRRLF will be called upon to fund open space projects within Activity Centres, and the cost and timing of these projects.
- Review of the total PRRLF income received from land within industrial zones, and whether the Framework should be reviewed to consider prioritising open space gap areas located within industrially zoned areas based on an assessment of open space needs in these areas.

*Timing: Ongoing*

**Responsibility:** Items 1-3: The Implementation Officer. Item 4: The Open Space Planner (Open Space Design and Development Unit).

Appendix 1: Suburb Snapshots (Summary of gap areas on a suburb basis)

DRAFT

# BRUNSWICK– Suburb Snapshot



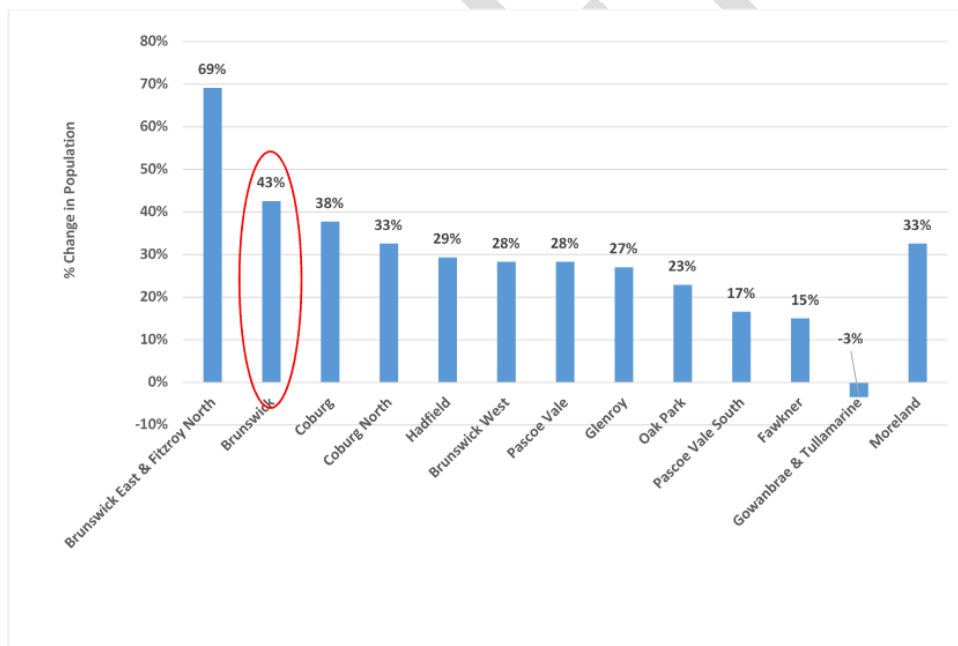
Moreland City Council

### A. Demographics

The 2016 population of Brunswick was 24,473 people<sup>1</sup>. The Brunswick population is forecast to increase by 43% between 2016 and 2036, which is higher than the overall population growth rate for the municipality, 33%.

The Brunswick Major Activity Centre (BMAC) is located across Brunswick and Brunswick East, and the majority of the forecasted population growth in these suburbs will occur in the BMAC.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>2</sup>



<sup>1</sup> Australian Bureau Statistics, Census of Population and Housing 2016

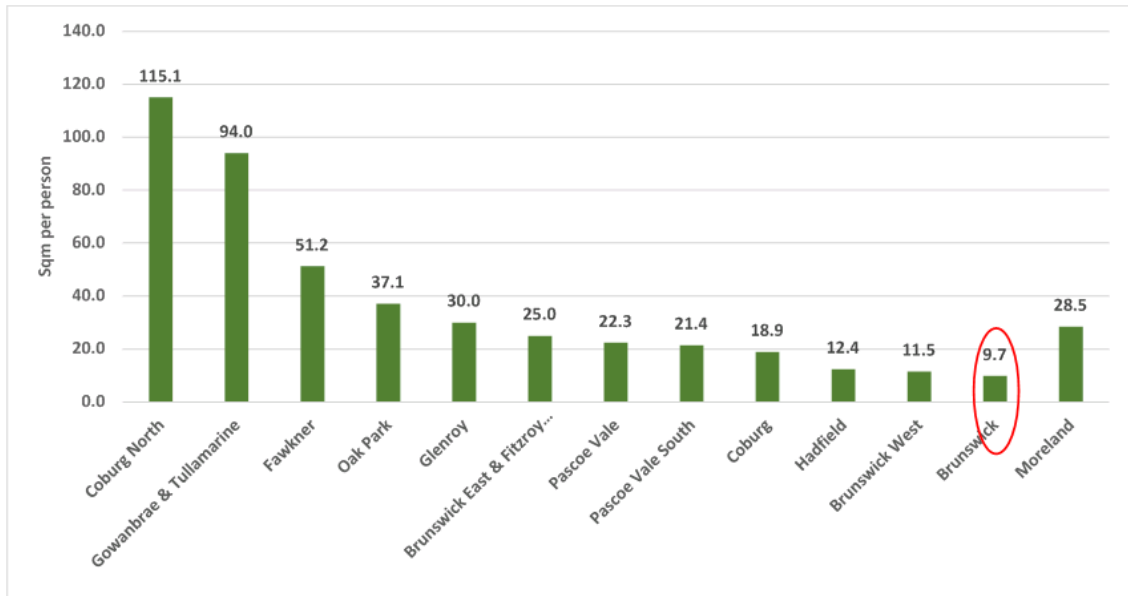
<sup>2</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August



**B. Open Space**

In 2016, there was 9.7 square metres of unrestricted open space per person in Brunswick, which is the lowest amount in Moreland.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>3</sup>**



**C. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>4</sup>. Six of the 13 priority areas are in the suburb of Brunswick as set out in the following table and map. (Note: BWN3 is identified in the Brunswick West – Suburb Snapshot. BWN3 is predominately located in Brunswick West – a small part is located in Brunswick.)

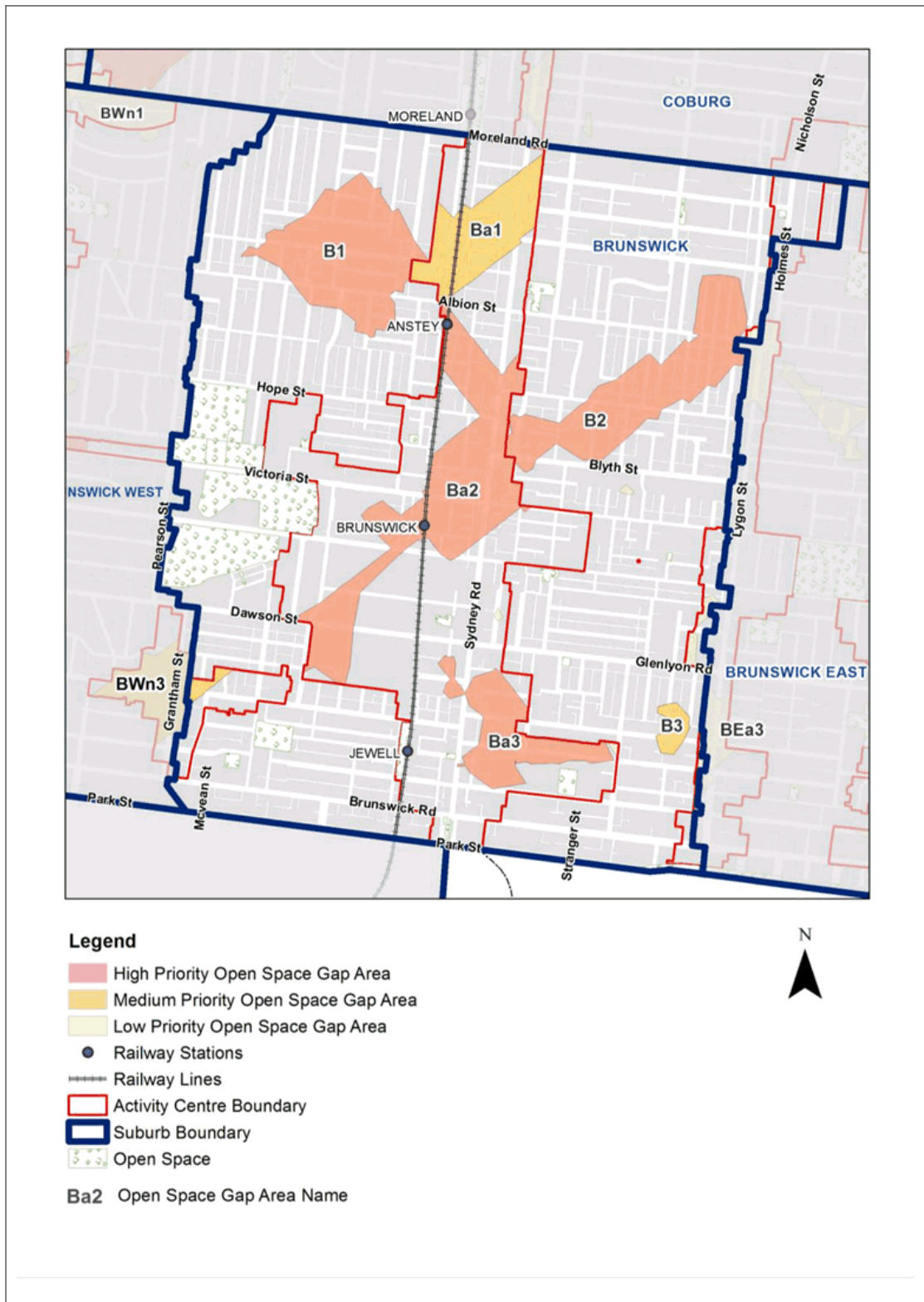
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
Ba2	High	92
B1	High	68
B2	High	67
Ba3	High	58
B3	Medium	47
Ba1	Medium	46

<sup>3</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>4</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Brunswick and Open Space Gap Areas



# BRUNSWICK EAST/FITZROY NORTH – Suburb Snapshot



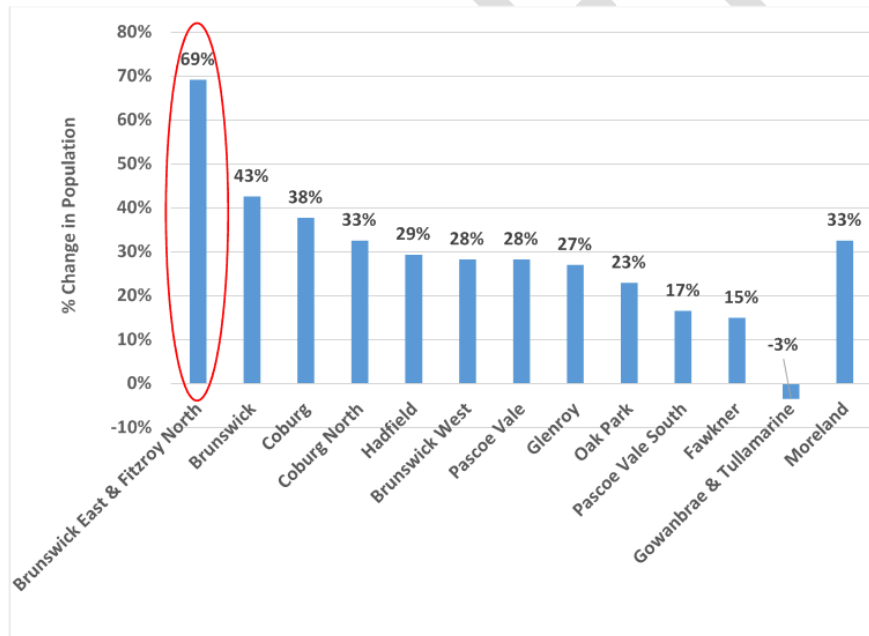
Moreland City Council

### A. Demographics

In 2016 the population of Brunswick East and Fitzroy North was 11,504 people<sup>5</sup>. The Brunswick East and Fitzroy North population is forecast to increase by 69% between 2016 and 2036, which is the highest rate of forecasted population growth in the municipality.

The Brunswick Major Activity Centre (BMAC) is located across the suburbs of Brunswick and Brunswick East, and the majority of the forecasted population growth in these suburbs will occur in the BMAC.

**Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036**

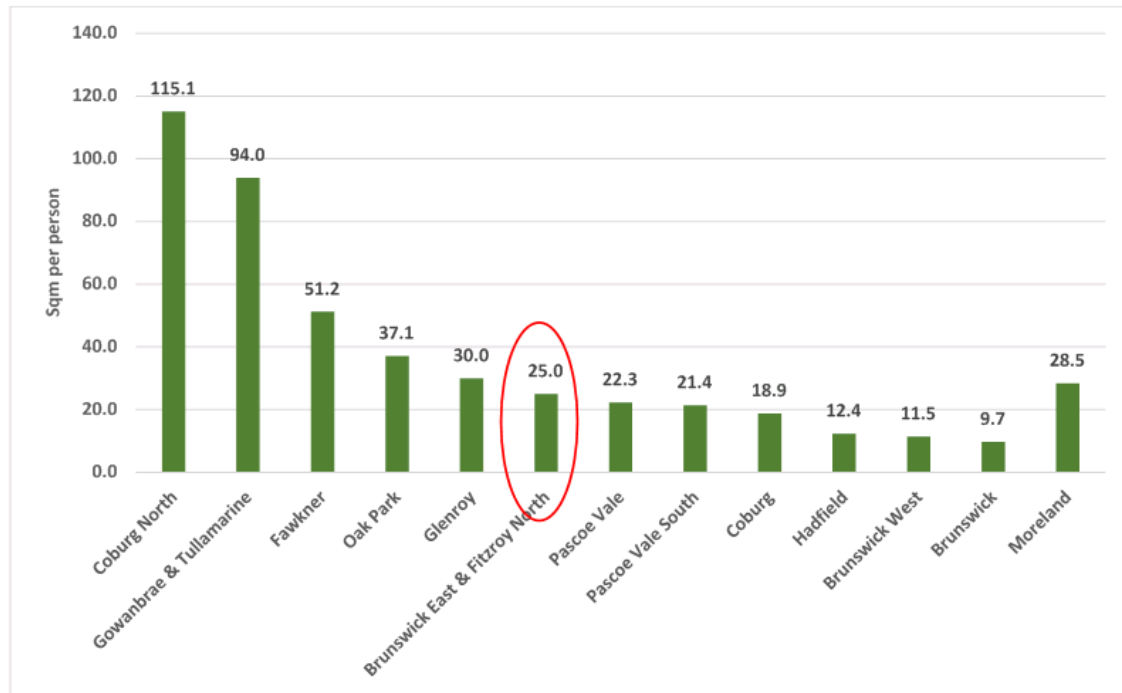


<sup>5</sup> Australian Bureau Statistics, Census of Population and Housing 2016

**B. Open Space**

In 2016, there was 25.0 square metres of unrestricted open space per person in Brunswick East and Fitzroy North.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>6</sup>**



**C. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>7</sup>. There are four gap areas in Brunswick East which have been assessed as low priority, primarily due to their small size and the moderate level of open space per person in Brunswick East relative to other areas.

The following table and map sets out the gap areas in Brunswick East, the level of priority and the assessment score.

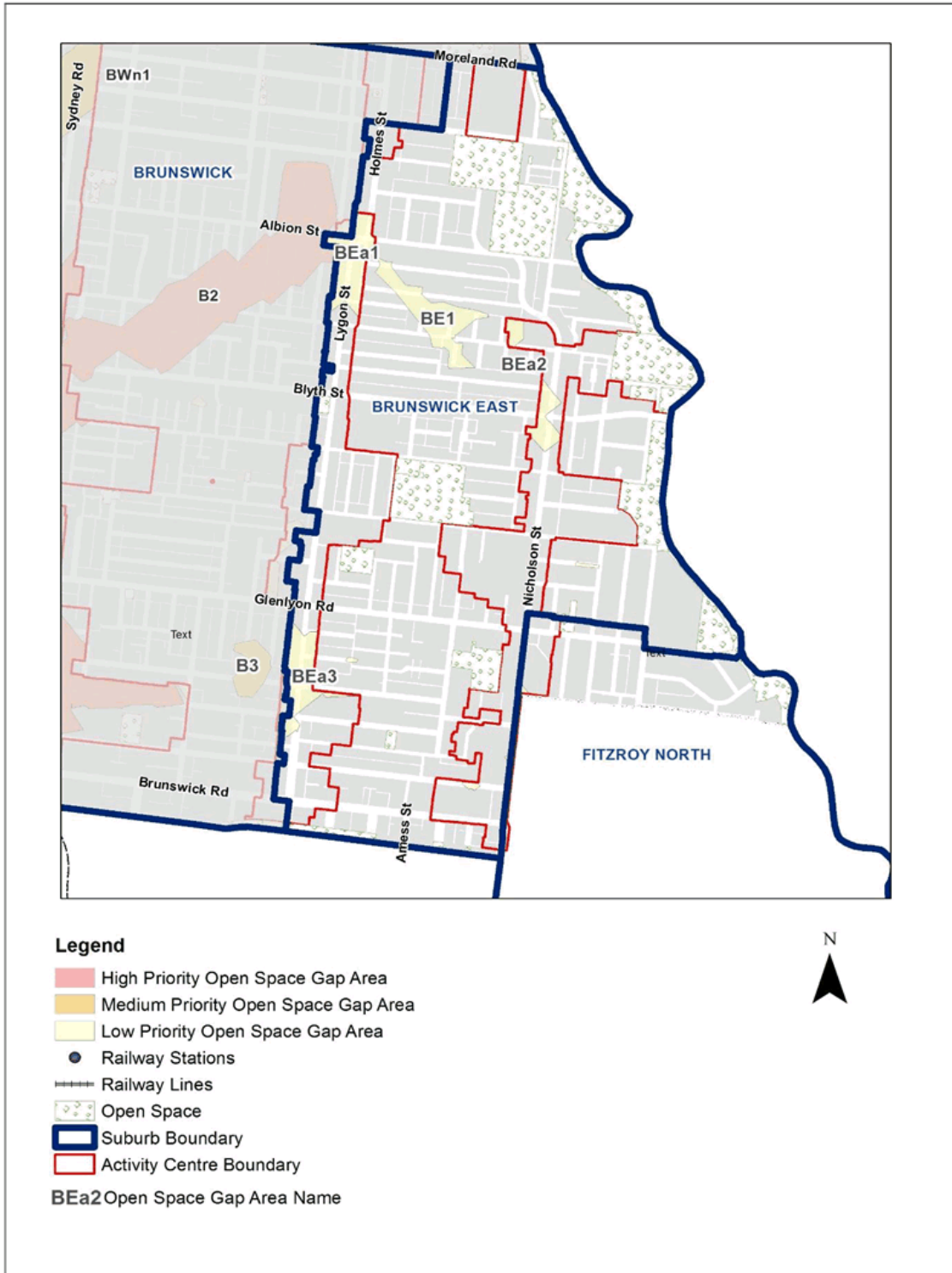
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
BEa1	Low	36
BEa3	Low	29
BEa2	Low	23
BE1	Low	22

<sup>6</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>7</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

C. Map of Brunswick East and Open Space Gap Areas



# BRUNSWICK WEST– Suburb Snapshot



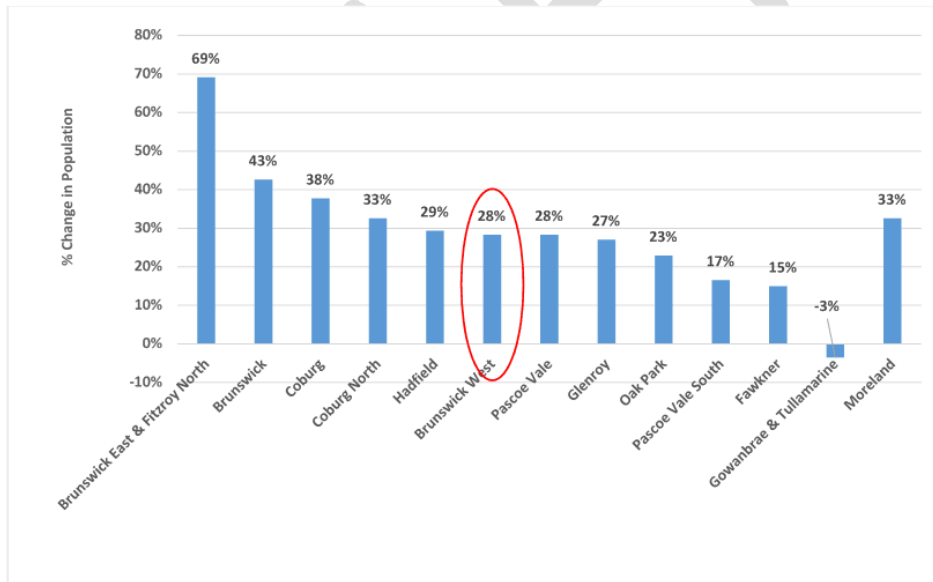
Moreland City Council

## A. Demographics

The 2016 population of Brunswick West was 14,160 people<sup>8</sup>. The Brunswick West population is forecast to increase by 28% between 2016 and 2036, which is lower than the overall population growth rate for the municipality, 33%.

In Brunswick West, there are three Neighbourhood Activity Centres (NAC), namely the Melville Road/Albion Street/Victoria Street Centre, the Grantham Street/Union Street, and the Melville Road/Moreland Road Centre.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036



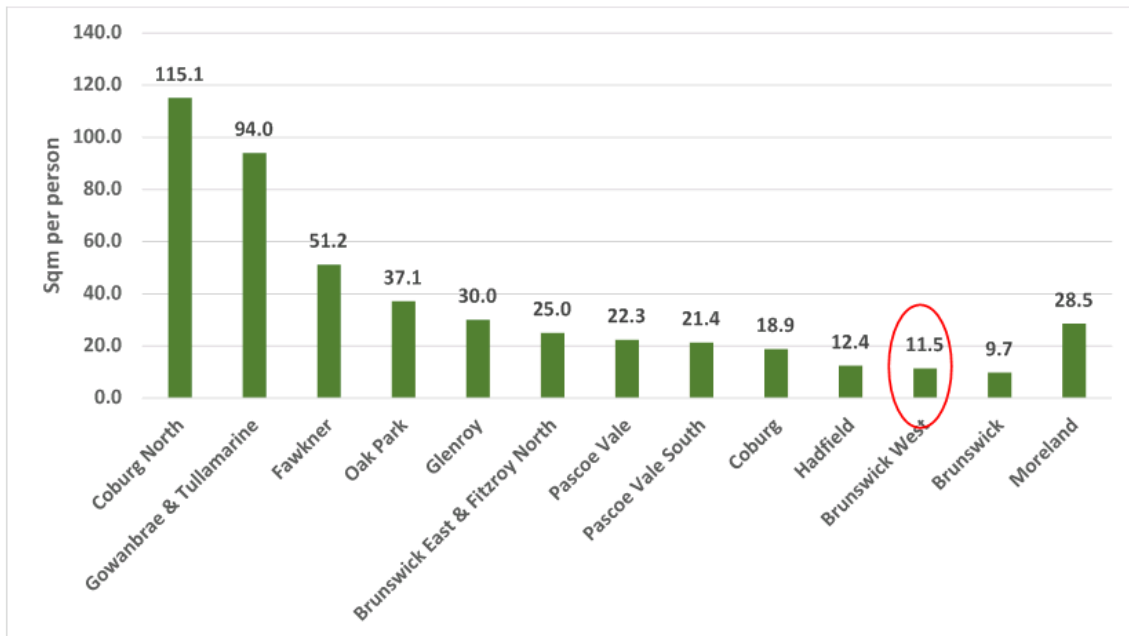
<sup>8</sup> Australian Bureau Statistics, Census of Population and Housing 2016



**B. Open Space**

In 2016, there was 11.5 square metres of unrestricted open space per person in Brunswick West, which is the second lowest amount in Moreland.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>9</sup>**



**C. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>10</sup>. Three of the high and medium priority areas are in the suburb of Brunswick West.

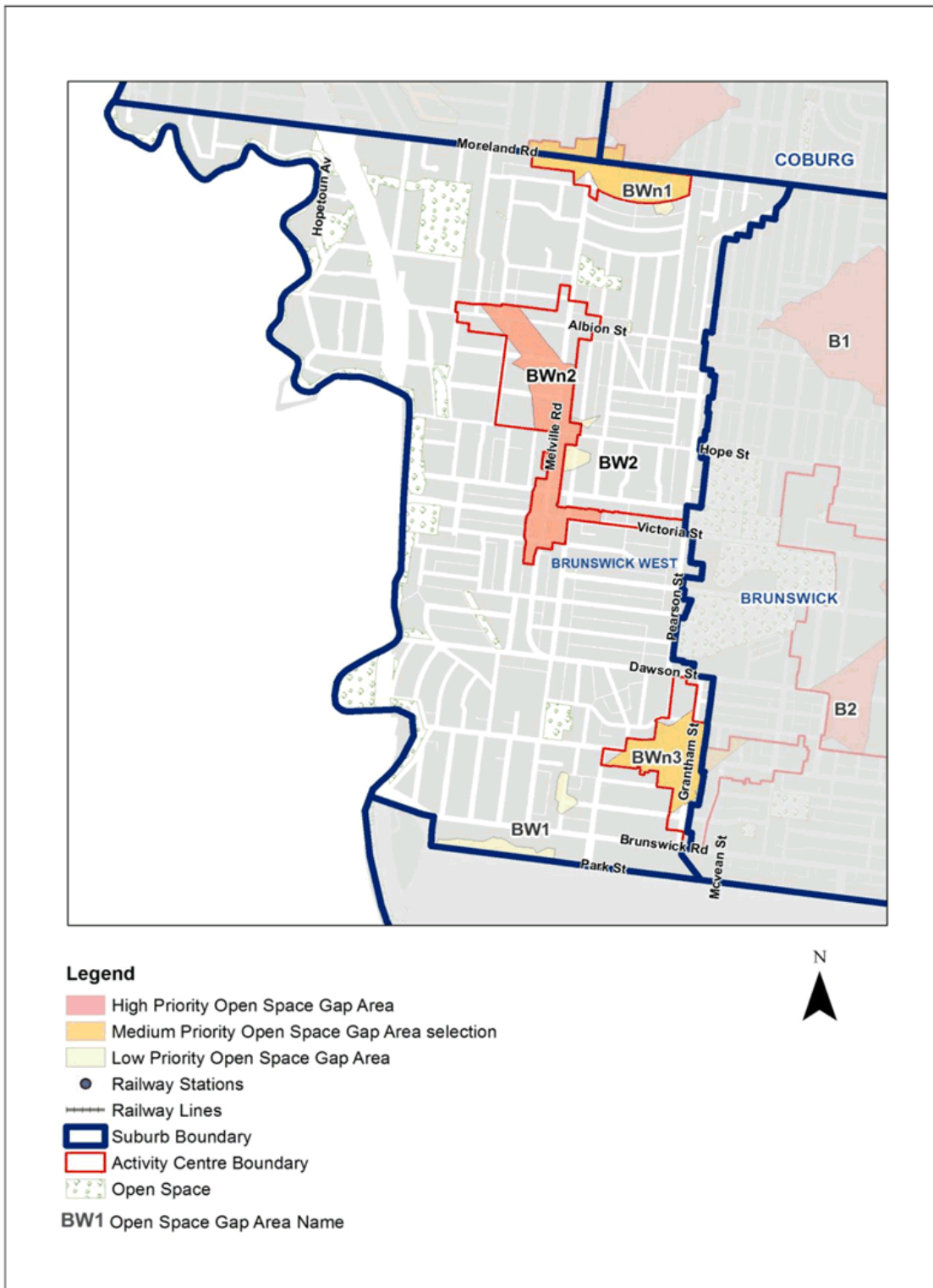
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
BWn2	High	65
BWn1	Medium	48
BWn3	Medium	47
BW2	Low	35
BW1	Low	30

<sup>9</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>10</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Brunswick West and Open Space Gap Areas





# COBURG – Suburb Snapshot



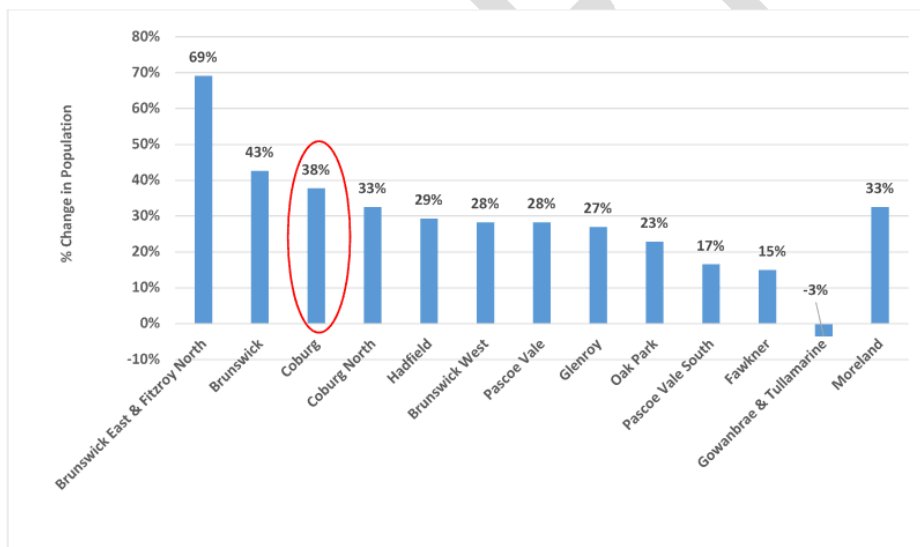
Moreland City Council

## A. Demographics

The 2016 population of Coburg was 26,178 people<sup>11</sup>. The Coburg population is forecast to increase by 38% between 2016 and 2036, which is higher than the overall population growth rate for the municipality, 33%.

Most of the population growth forecasted to occur in Coburg will occur in the Coburg Major Activity Centre (CMAC), which is located in this suburb.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>12</sup>



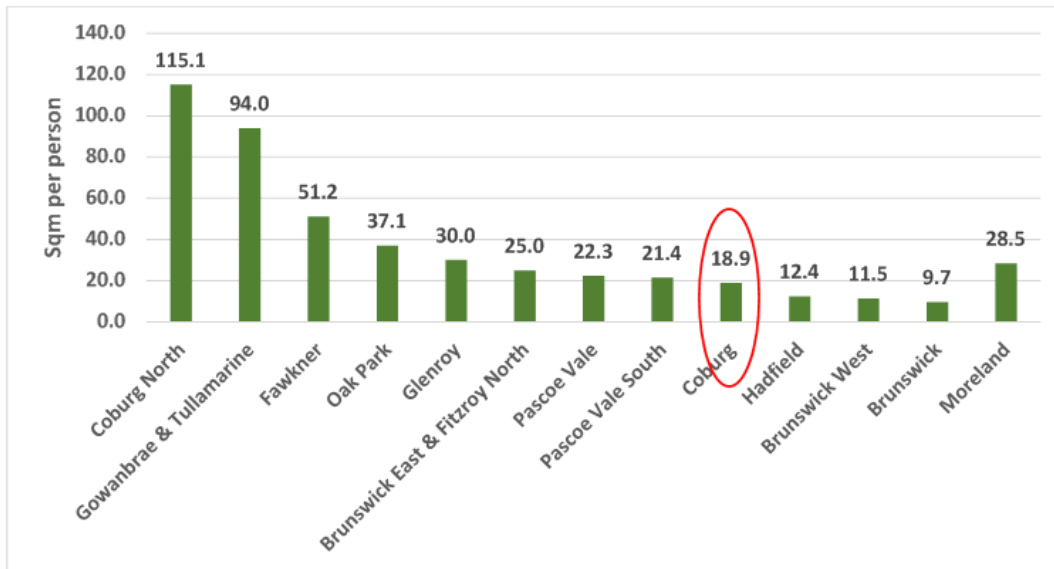
<sup>11</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>12</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 18.9 square metres of unrestricted open space per person in Coburg, which is lower than the overall Moreland amount per person, 28.5sqm per person.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>13</sup>**



**C. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>14</sup>. Two of the high and medium priority areas are in the suburb of Coburg. (Note: A small part of C2 is located in Pascoe Vale South. The majority of C2 is located in Coburg.)

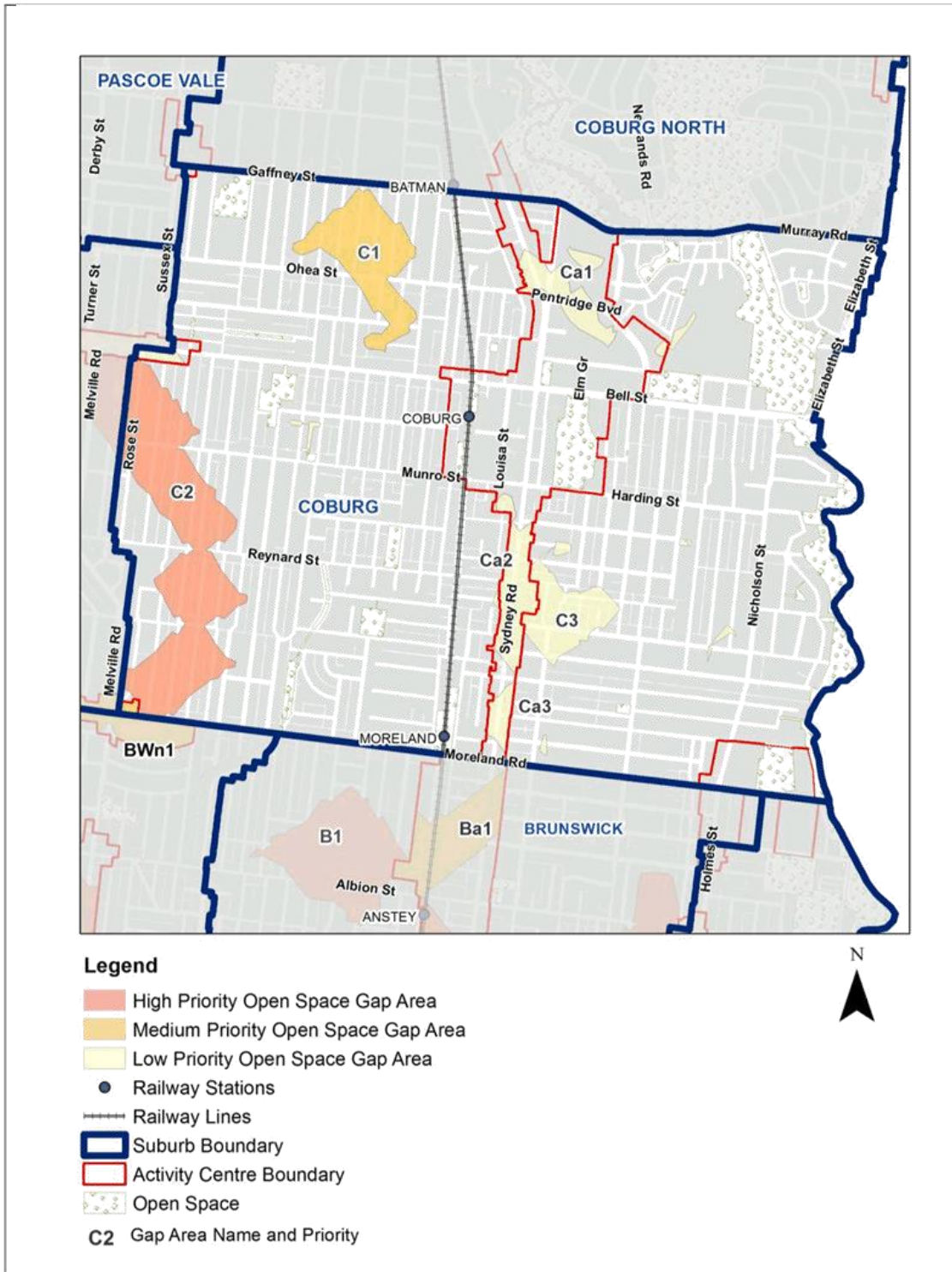
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
C2	High	64
C1	Medium	40
C3	Low	38
Ca3	Low	38
Ca2	Low	33
Ca1	Low	30

<sup>13</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>14</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Coburg and Open Space Gap Areas



# COBURG NORTH – Suburb Snapshot



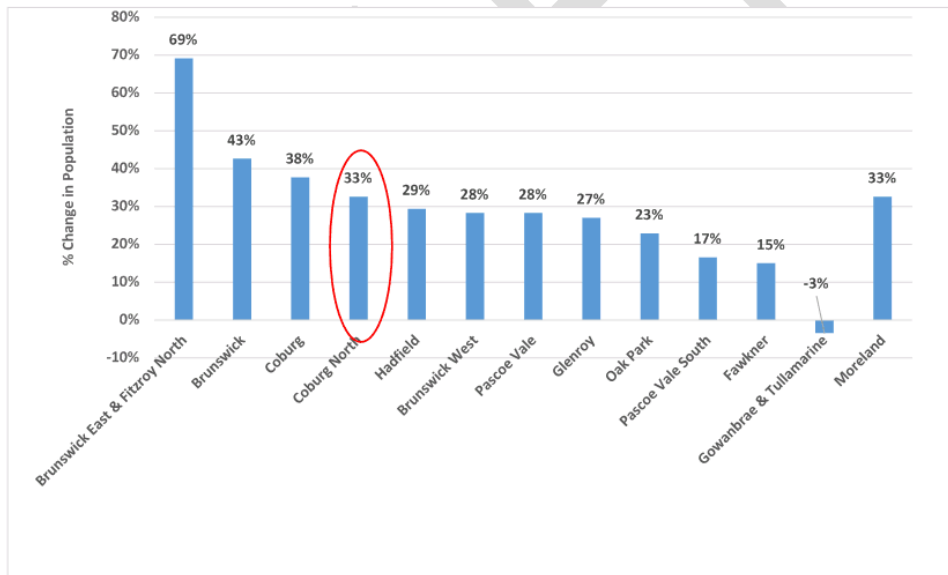
Moreland City Council

## A. Demographics

The 2016 population of Coburg North was 7,601 people<sup>15</sup>. The Coburg North population is forecast to increase by 33% between 2016 and 2036, which is the same as the overall population growth rate for the municipality.

The Gaffney Street/Sussex Street, Elizabeth Street and Merlynston Neighbourhood Activity Centres are located in this suburb.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>16</sup>



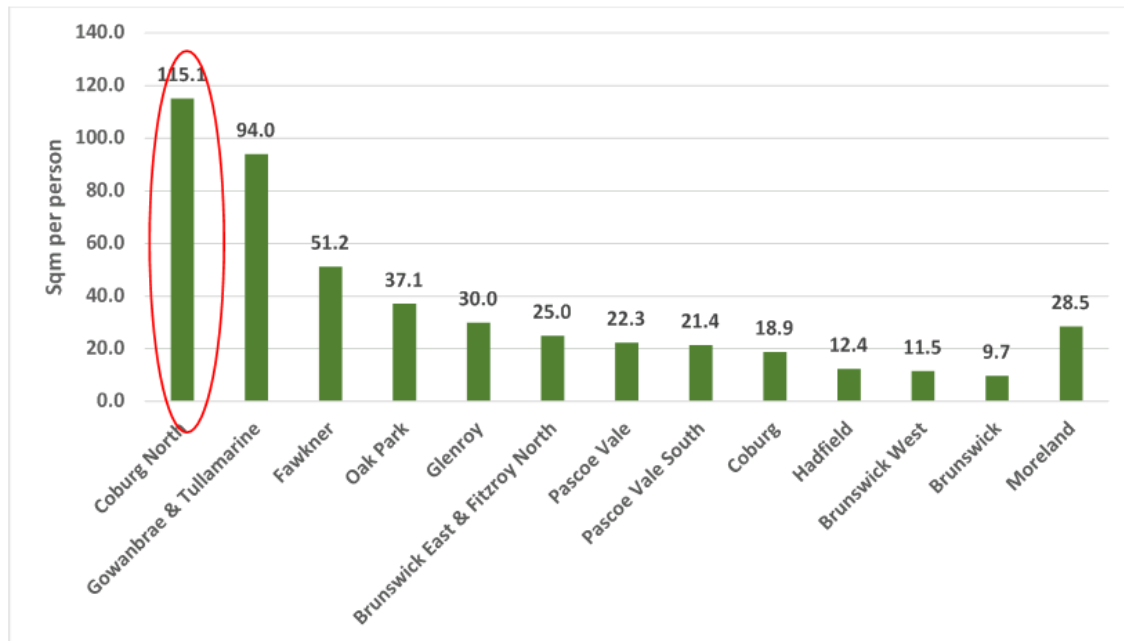
<sup>15</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>16</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 115.1 square metres of unrestricted open space per person in Coburg North.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>17</sup>**



**C. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>18</sup>. There are no open space gap areas in Coburg North that require closure.

Gap areas located entirely within a Core Industry and Employment Area within the Moreland Industrial Land Strategy (shown hatched on the Gap Area Maps) are not considered as a gap area requiring closure. The only gap area this applies to is within the Newlands Industrial Area. *Note: See the Framework (Section 1) for detail regarding why this gap area is not identified for closure, and how this will be considered in further work (Section 8).*

**Table: Descriptor of Gap Areas, Priority and Assessment Score**

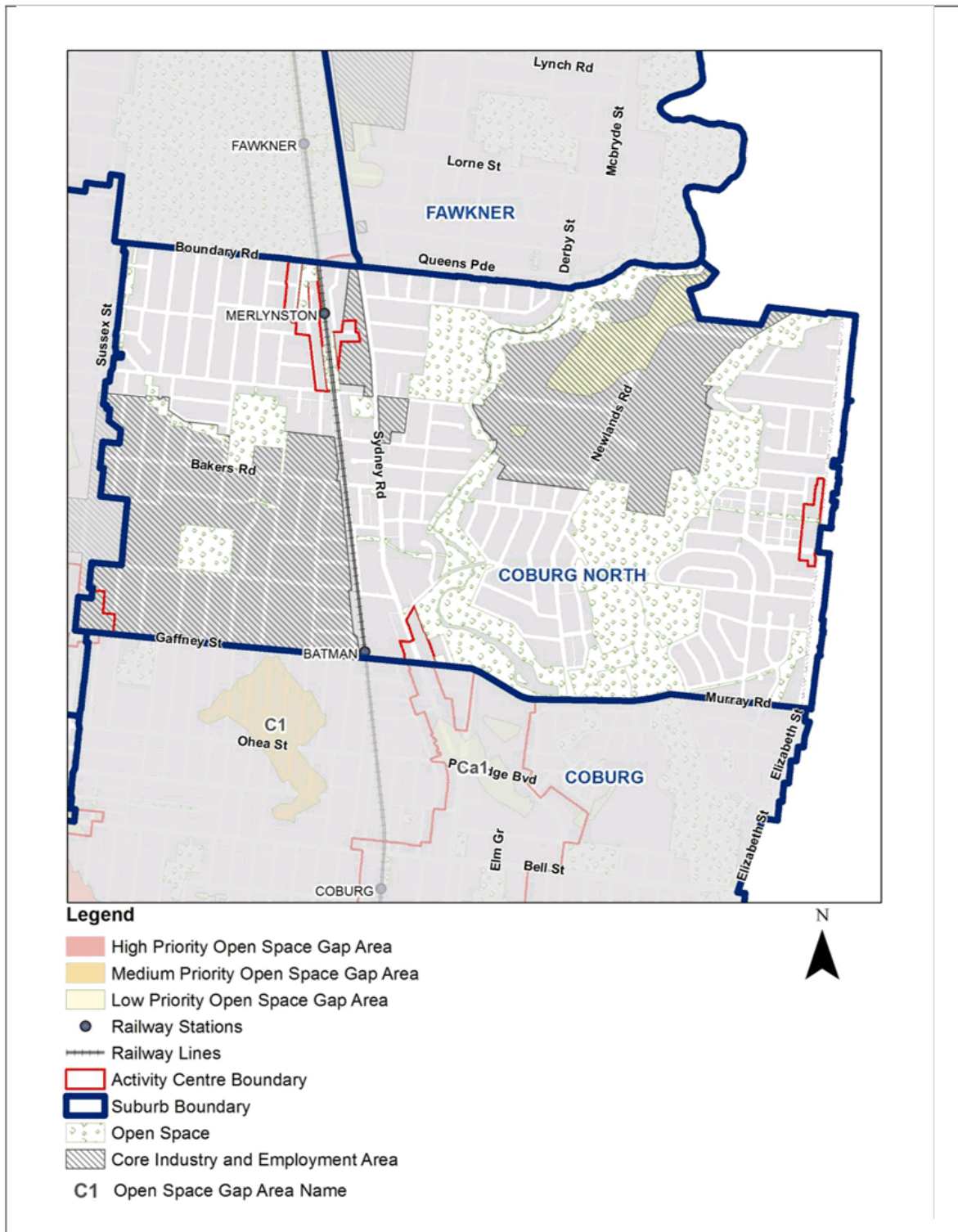
Gap Area Name	Priority	Score (Max 100)
There are no gap areas in Coburg North requiring closure	N/A	N/A

<sup>17</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>18</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.



Map: Coburg North and Open Space Gap Areas



# FAWKNER – Suburb Snapshot



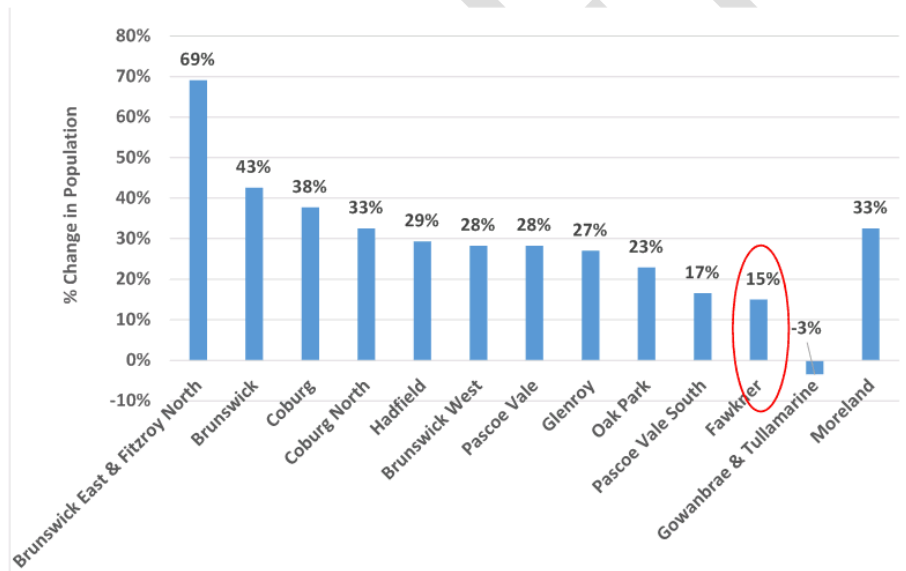
## A. Demographics

Moreland City Council

The 2016 population of Fawkner was 14,040 people<sup>19</sup>. The Fawkner population is forecast to increase by 15% between 2016 and 2036, which is lower than the overall population growth rate for the municipality, 33%.

The Bonwick Street Neighbourhood Activity Centre is located in this suburb.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>20</sup>



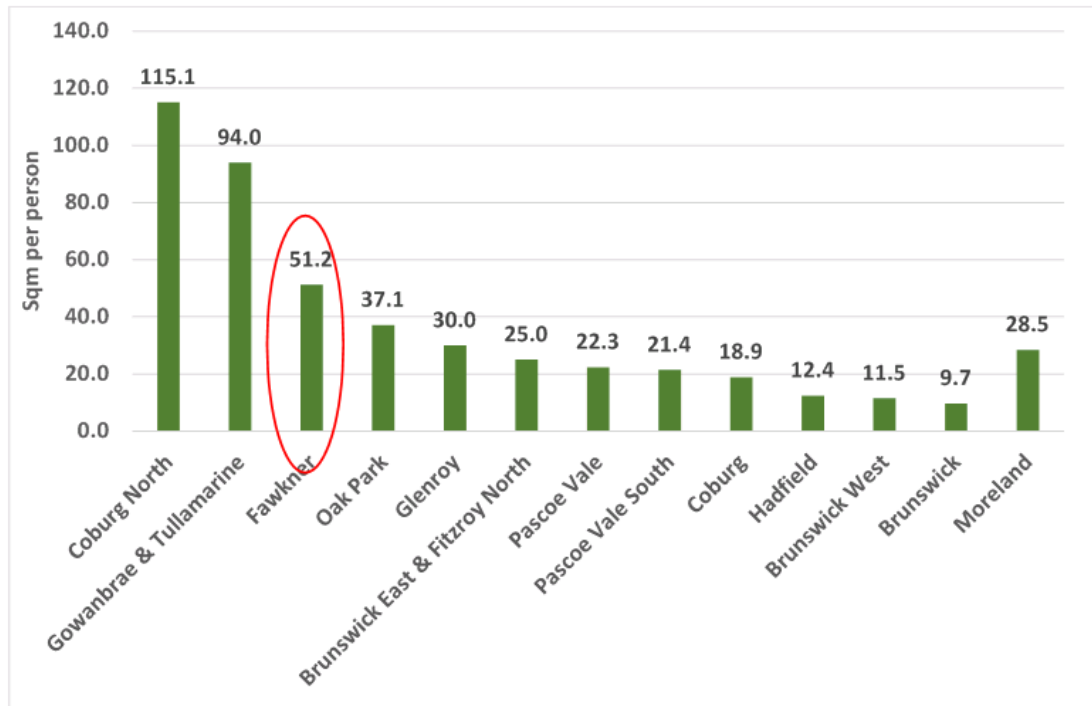
<sup>19</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>20</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 51.2 square metres of unrestricted open space per person in Fawkner, which is the third largest amount per person in Moreland.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>21</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>22</sup>. None of the high or medium priority areas is in the suburb of Fawkner.

**Table: Descriptor of Gap Areas, Priority and Assessment Score**

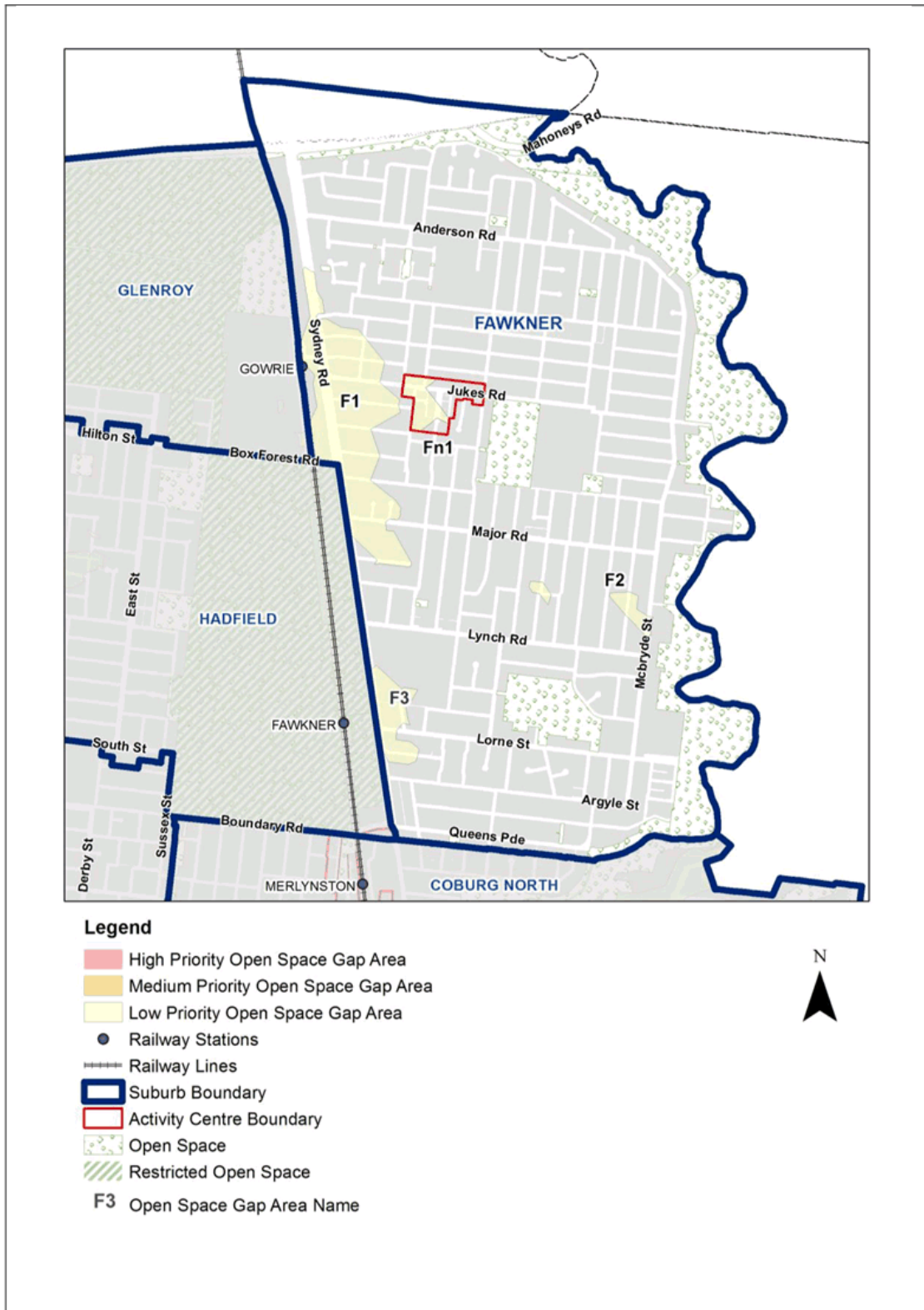
Gap Area Name	Priority	Score (Max 100)
F1	Low	30
Fn1	Low	19
F2	Low	16
F3	Low	15

<sup>21</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>22</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.



Map: Fawkner and Opens Space Gap Areas



# GLENROY– Suburb Snapshot



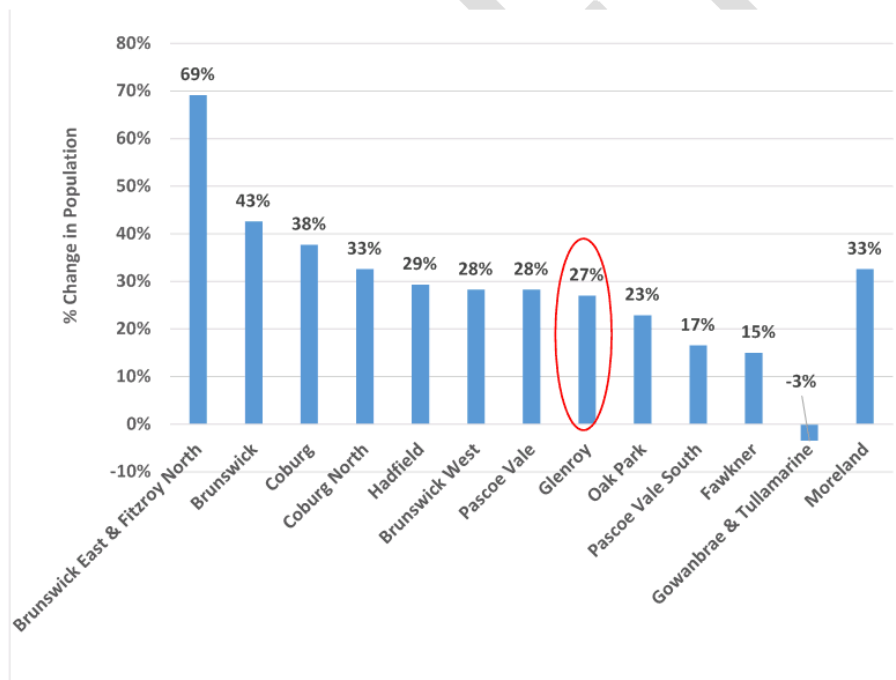
Moreland City Council

## A. Demographics

The 2016 population of Glenroy was 22,245 people<sup>23</sup>. The Glenroy population is forecast to increase by 27% between 2016 and 2036, which is lower than the overall population growth rate for municipality, 33%.

The Glenroy Major Activity Centre (GMAC) is located in this suburb.

Chart: Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>24</sup>



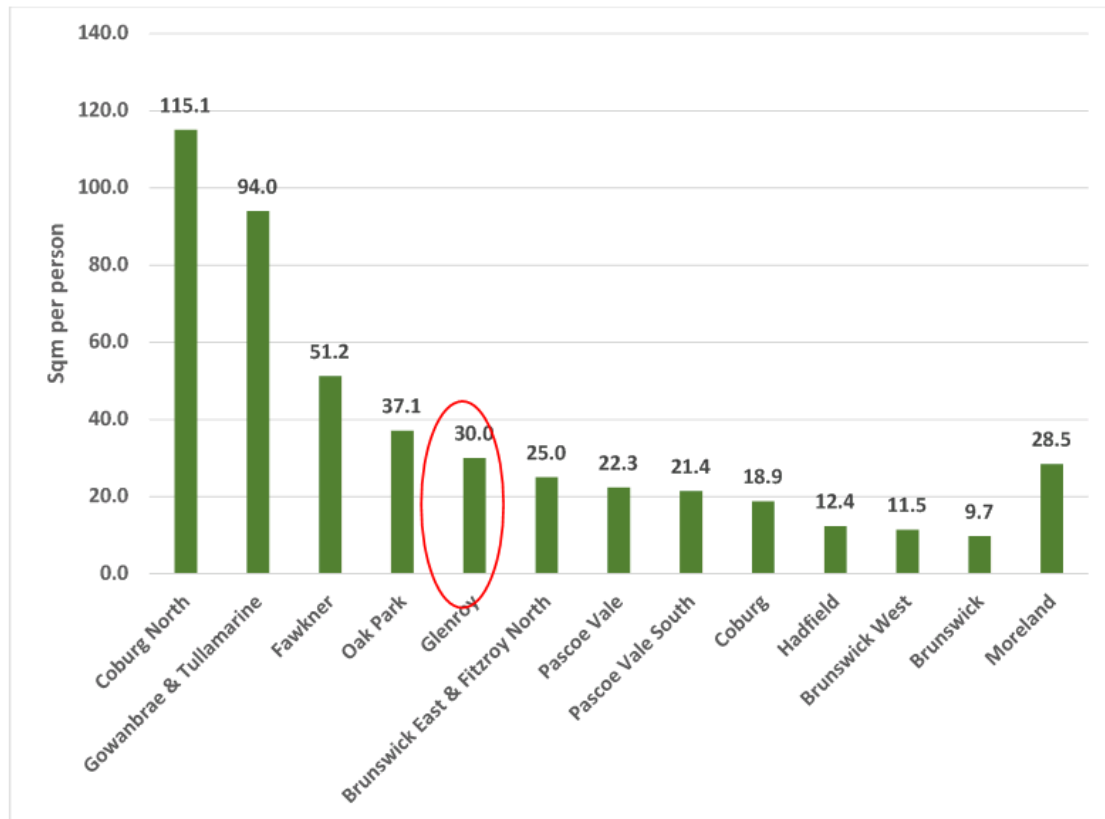
<sup>23</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>24</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 30.0 square metres of unrestricted open space per person in Glenroy.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>25</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>26</sup>. One of the high or medium priority areas is in the suburb of Glenroy. *Note: The Gap Area OP1 is partially located in Glenroy, but is covered in the Oak Park Suburb Snap Shot as it is predominately located within Oak Park.*

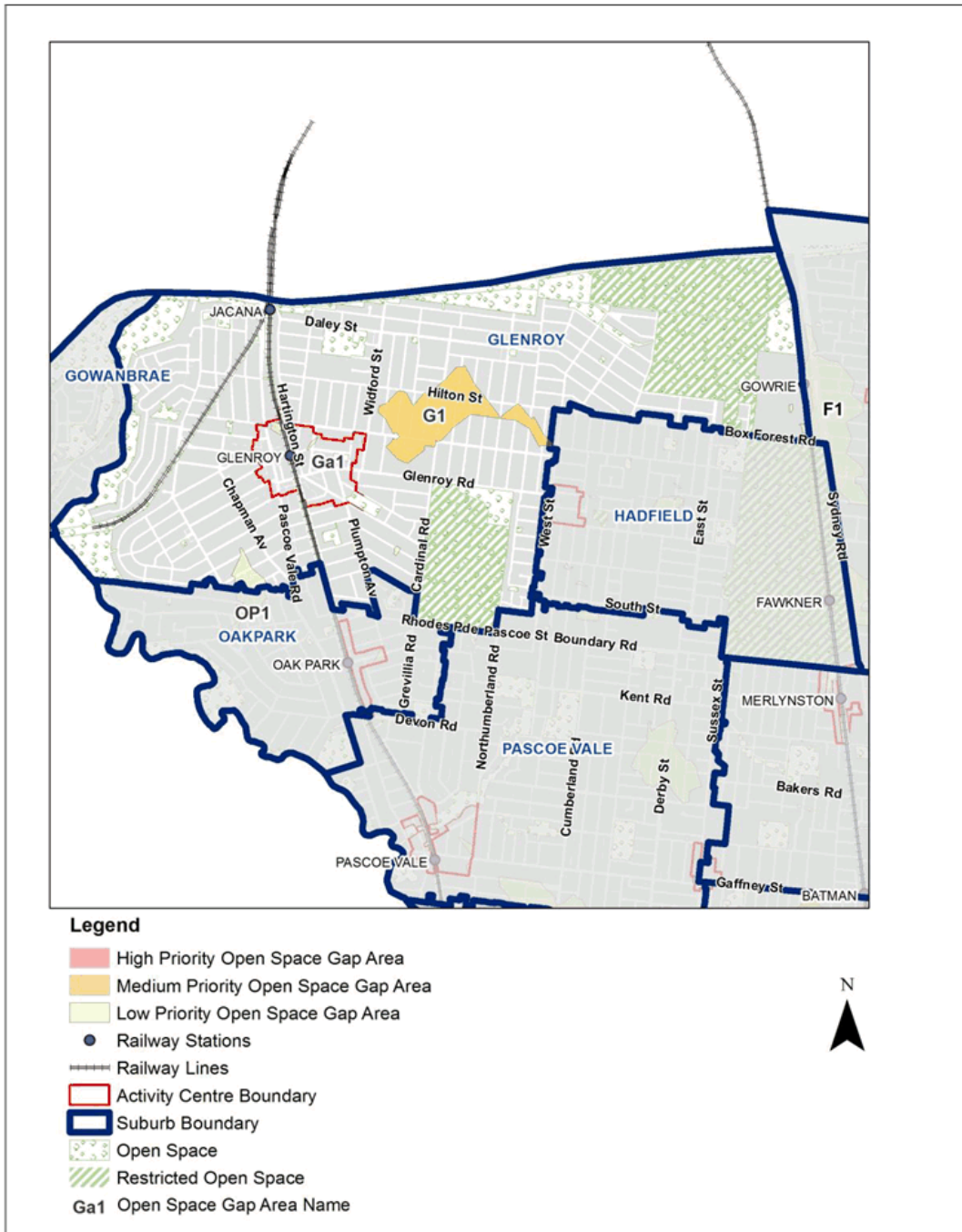
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
G1	Medium	40
Ga1	Low	24

<sup>25</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>26</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Glenroy and Open Space Gap Areas



# GOWANBRAE/TULLAMARINE – Suburb Snapshot



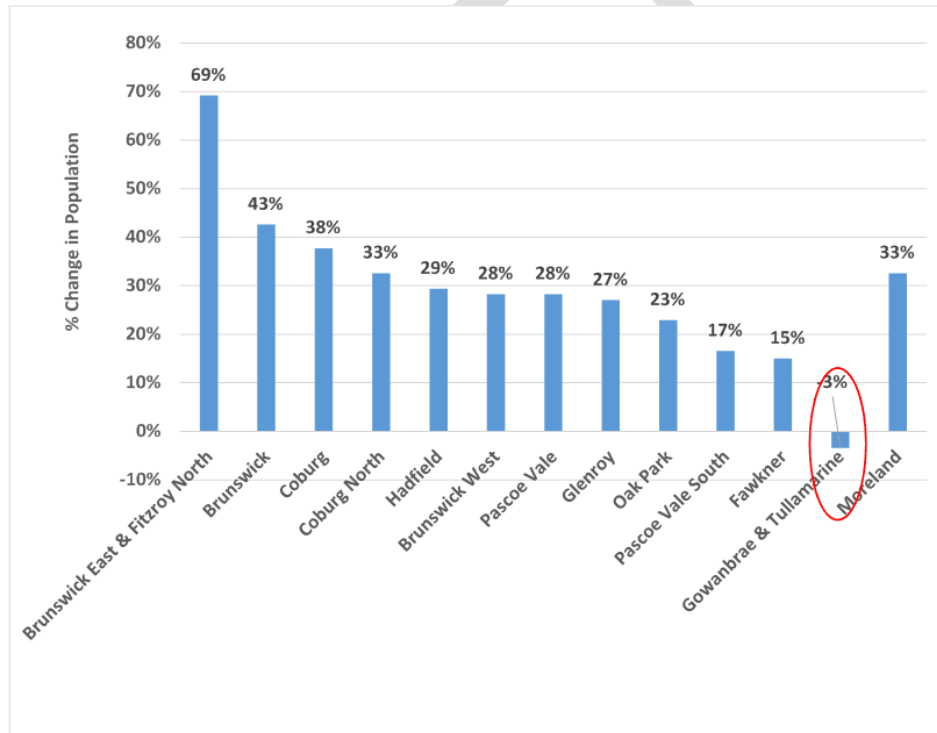
Moreland City Council

## A. Forecasted Population Change

The 2016 population of Gowanbrae and Tullamarine was 6,205 people<sup>27</sup>. Gowanbrae and Tullamarine is the only area in Moreland that is forecast to have a decrease in population between 2016 and 2036, a loss of 3%.

There is no Neighbourhood Activity Centre in Gowanbrae and Tullamarine.

Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>28</sup>



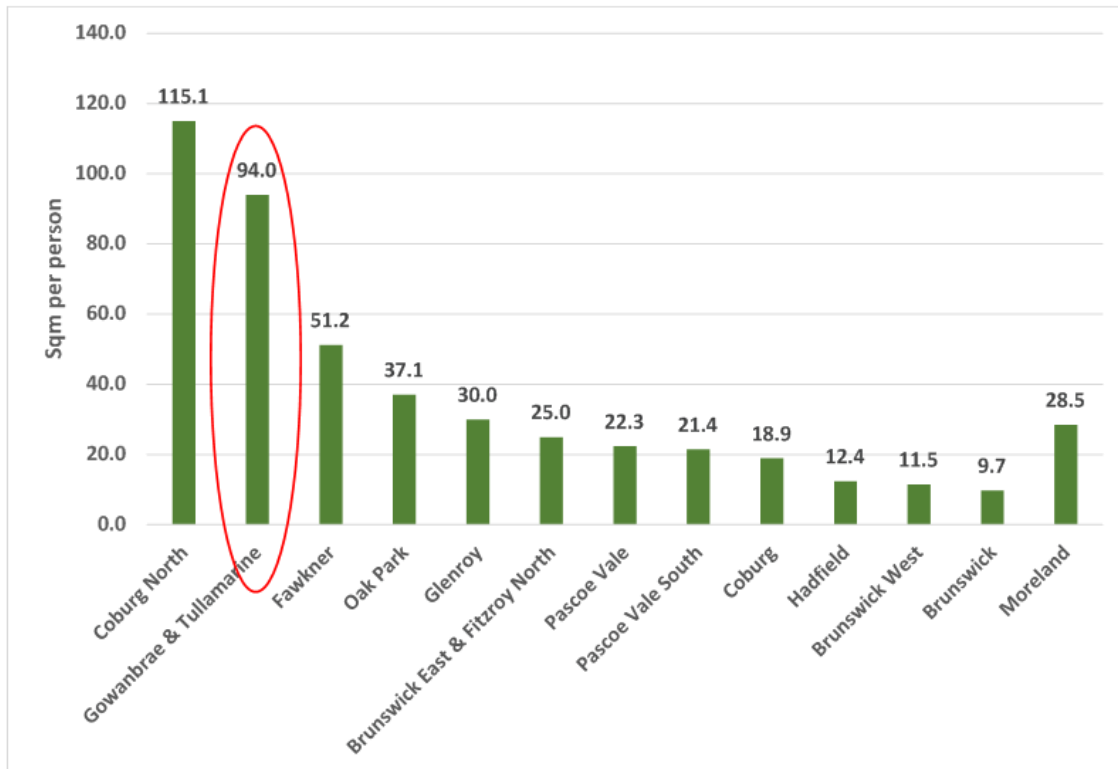
<sup>27</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>28</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 94.0 square metres of unrestricted open space per person in Gowanbrae and Tullamarine, which is the second largest amount in Moreland.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>29</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>30</sup>. There are no open space gap areas in Gowanbrae.

**Table: Descriptor of Gap Areas, Priority and Assessment Score**

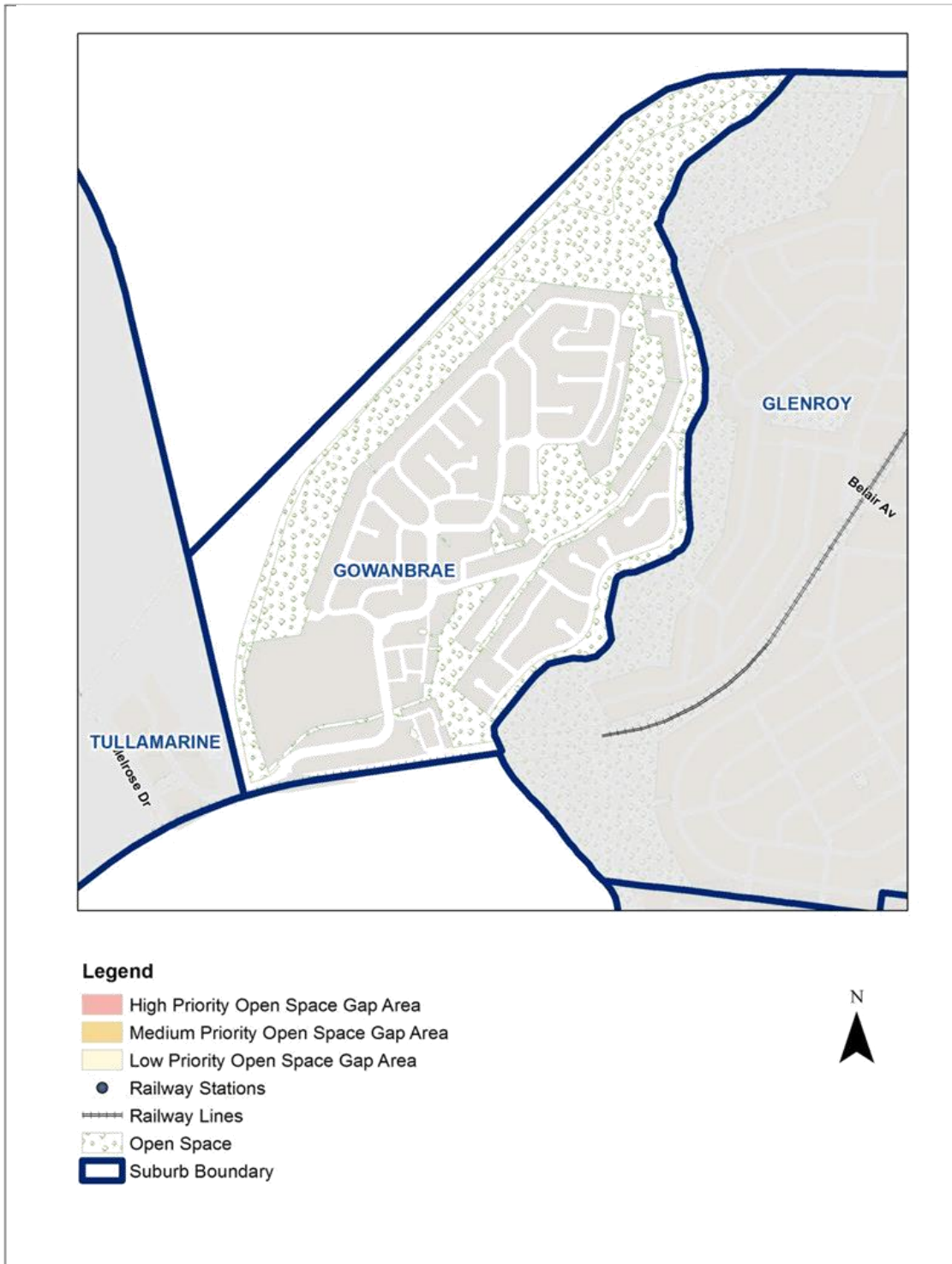
Gap Area Name	Priority	Score (Max 100)
There are no gap areas in Gowanbrae	N/A	N/A

<sup>29</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>30</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.



Map: Gowanbrae and Tullamarine Open Space Gap Areas



# HADFIELD – Suburb Snapshot



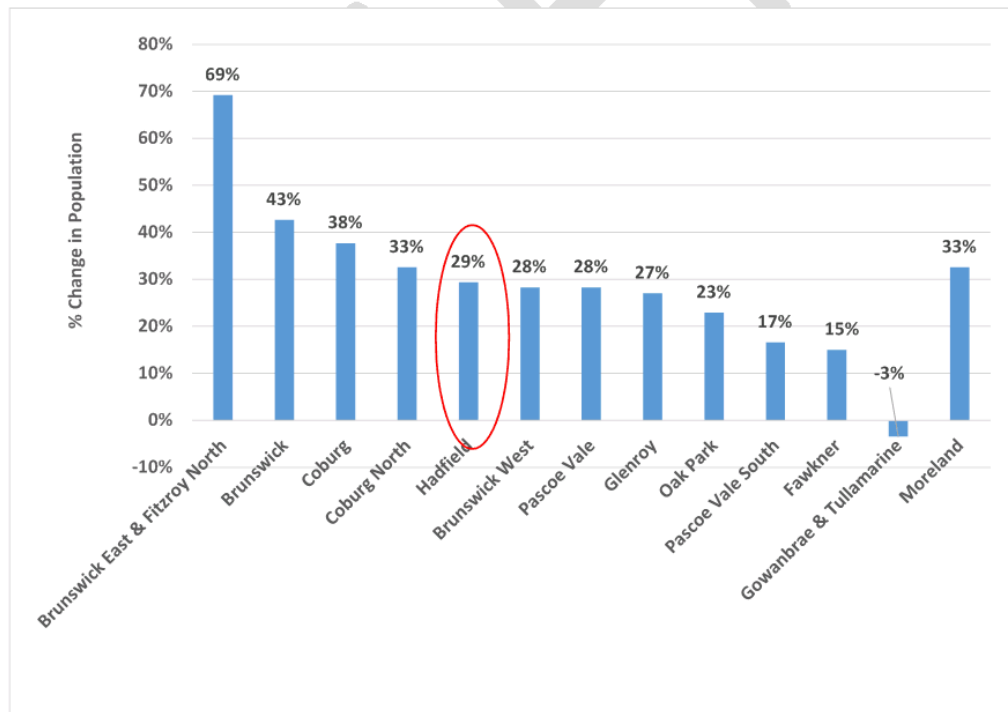
Moreland City Council

## A. Demographics

The 2016 population of Hadfield was 5,606 people<sup>31</sup>. The Hadfield population is forecast to increase by 29% between 2016 and 2036, which is lower than the overall population growth rate for municipality, 33%.

The West Street/Hadfield Neighbourhood Activity Centre (NAC) is located in this suburb.

Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>32</sup>



<sup>31</sup> Australian Bureau Statistics, Census of Population and Housing 2016

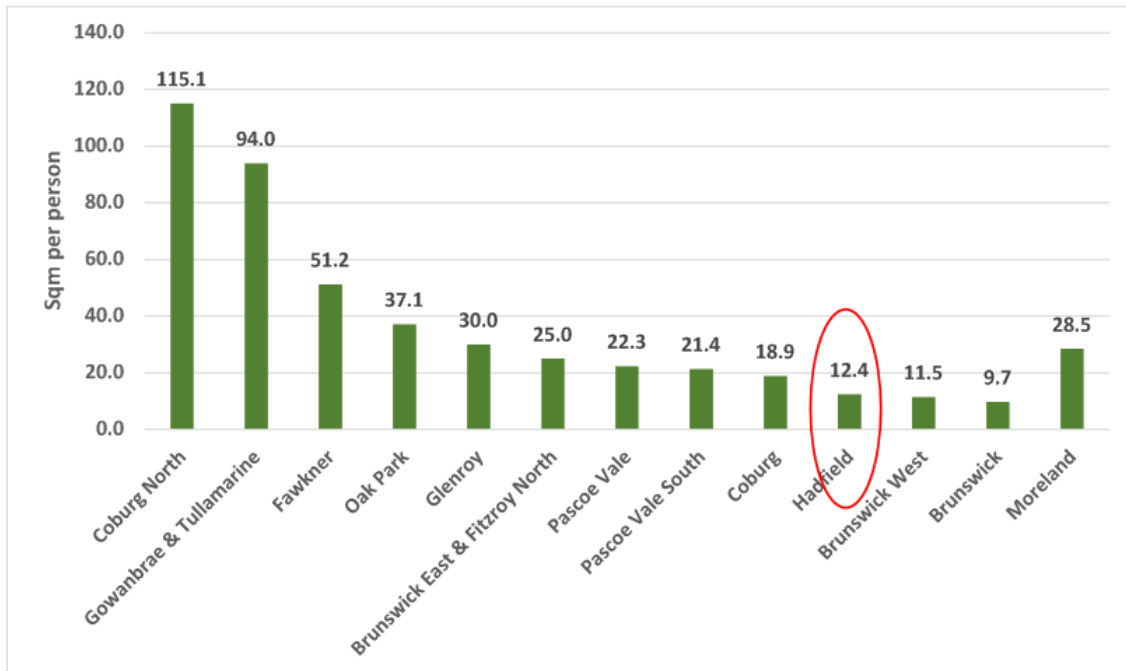
<sup>32</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August



**B. Open Space**

In 2016, there was 12.4 square metres of unrestricted open space per person in Hadfield, which is the third lowest amount in Moreland.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>33</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>34</sup>. None of the high or medium priority areas are in Hadfield.

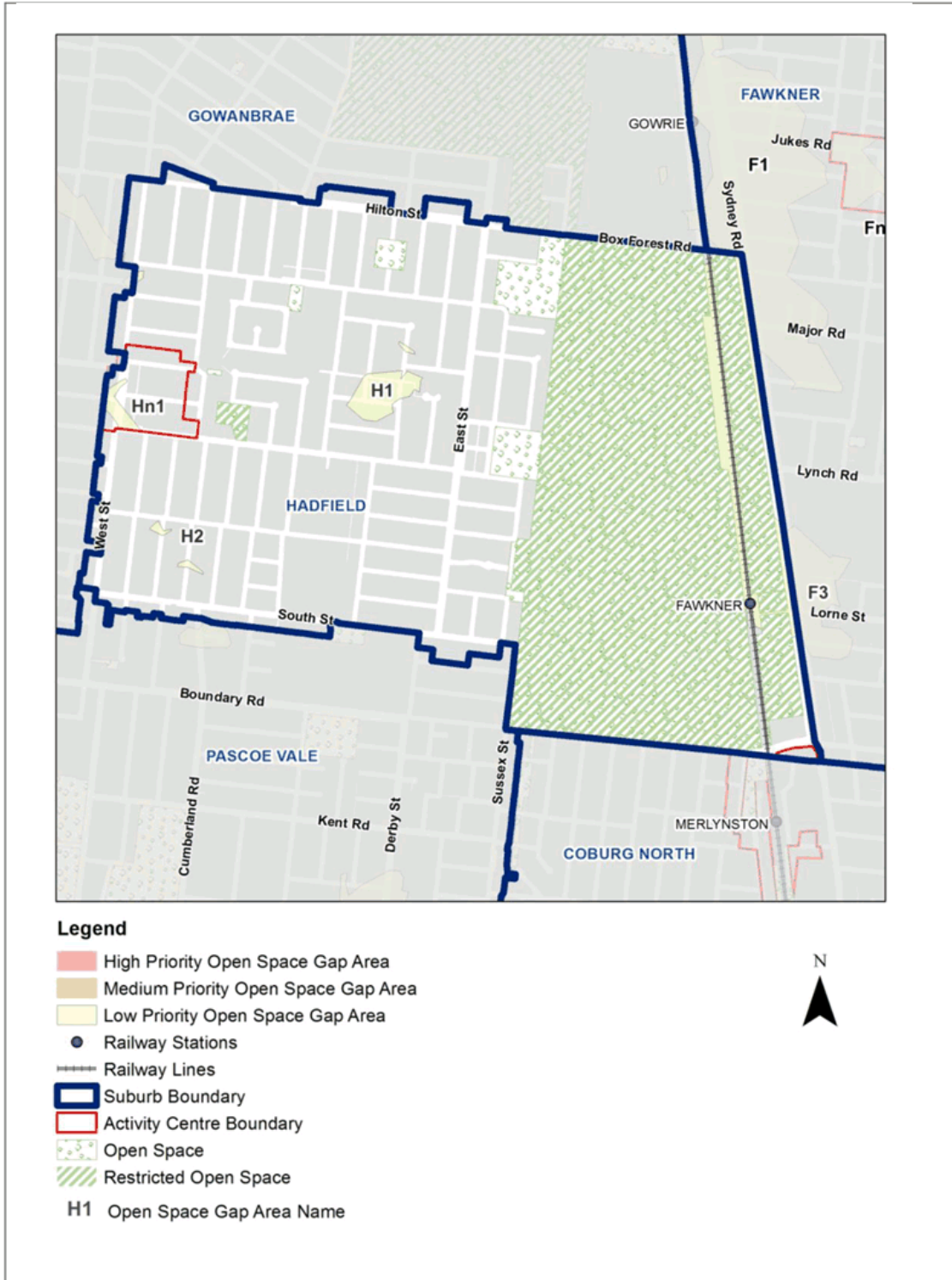
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
H1	Low	33
Hn1	Low	32
H2	Low	29

<sup>33</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>34</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Hadfield and Open Space Gap Areas



# OAK PARK – Suburb Snapshot



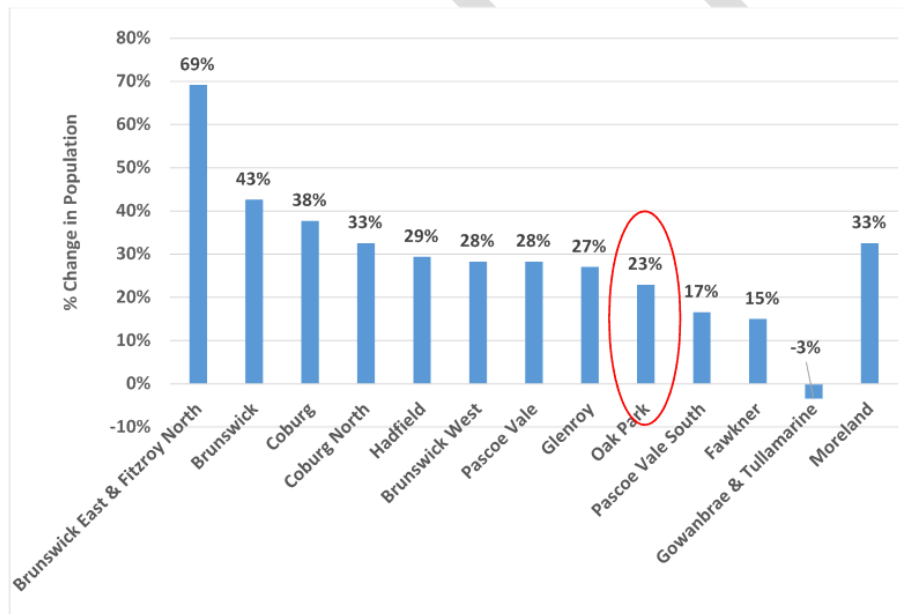
Moreland City Council

## A. Demographics

The 2016 population of Oak Park was 6,205 people<sup>35</sup>. The Oak Park population is forecast to increase by 23% between 2016 and 2036, which is lower than the overall population growth rate for municipality, 33%.

The Snell Grove Neighbourhood Activity Centre (NAC) is located in this suburb.

Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>36</sup>



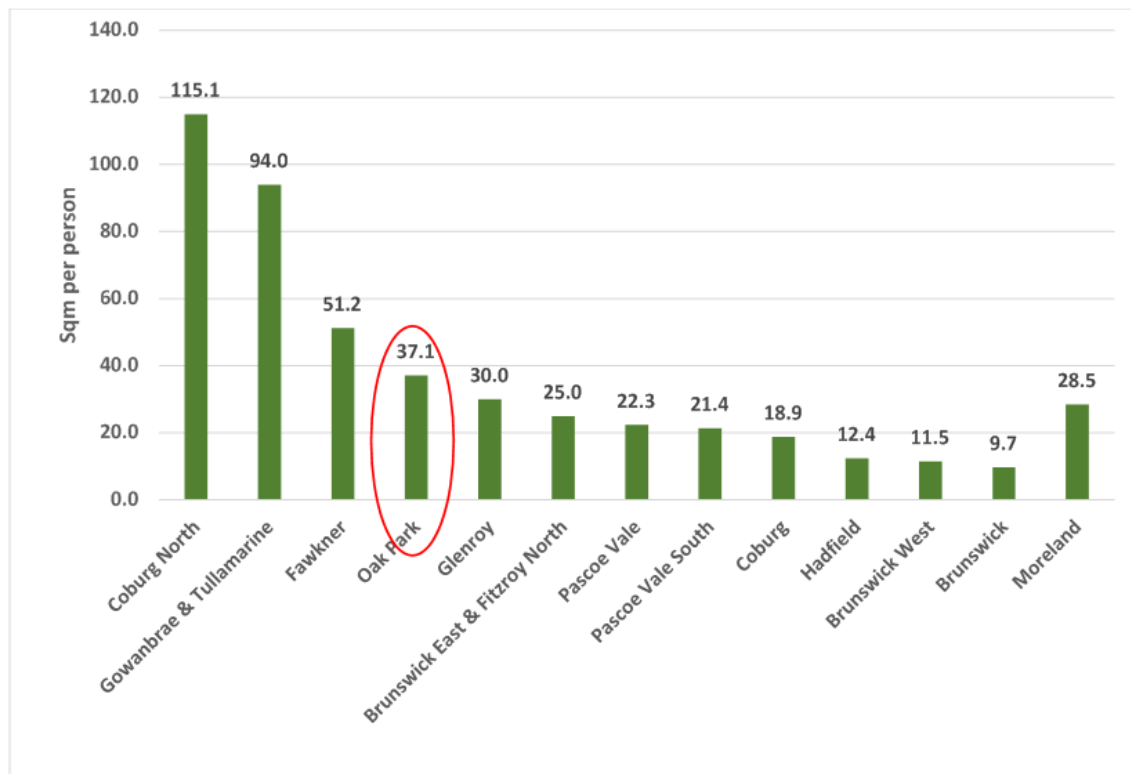
<sup>35</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>36</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 37.1 square metres of unrestricted open space per person in Oak Park.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>37</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>38</sup>. None of the high or medium priority areas is in the suburb of Oak Park.

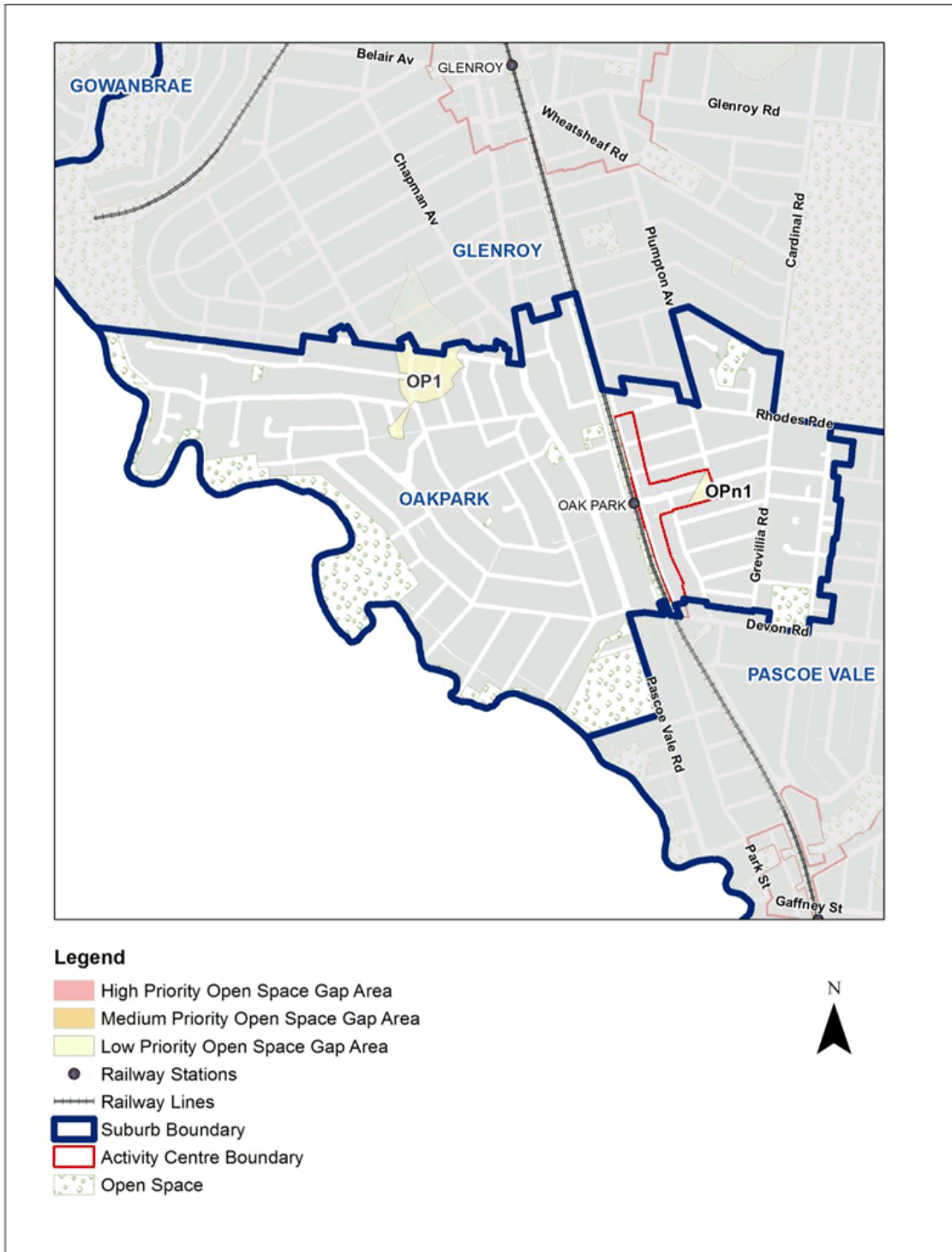
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
OP1	Low	25
OPn1	Low	16

<sup>37</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>38</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Oak Park and Open Space Gap Areas



# PASCOE VALE – Suburb Snapshot



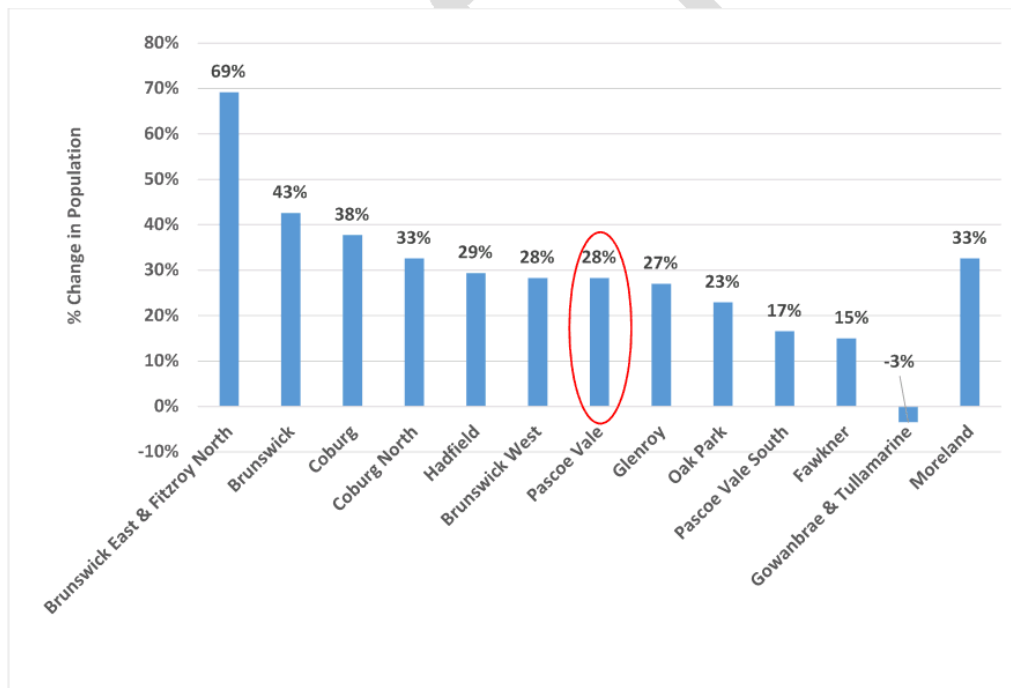
Moreland City Council

## A. Demographics

The 2016 population of Pascoe Vale was 10,067 people<sup>39</sup>. The Pascoe Vale South population is forecast to increase by 28% between 2016 and 2036, which is lower than the overall population growth rate for municipality, 33%.

The Gaffney Street/Pascoe Vale Station Neighbourhood Activity Centre is within Pascoe Vale.

### Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>40</sup>



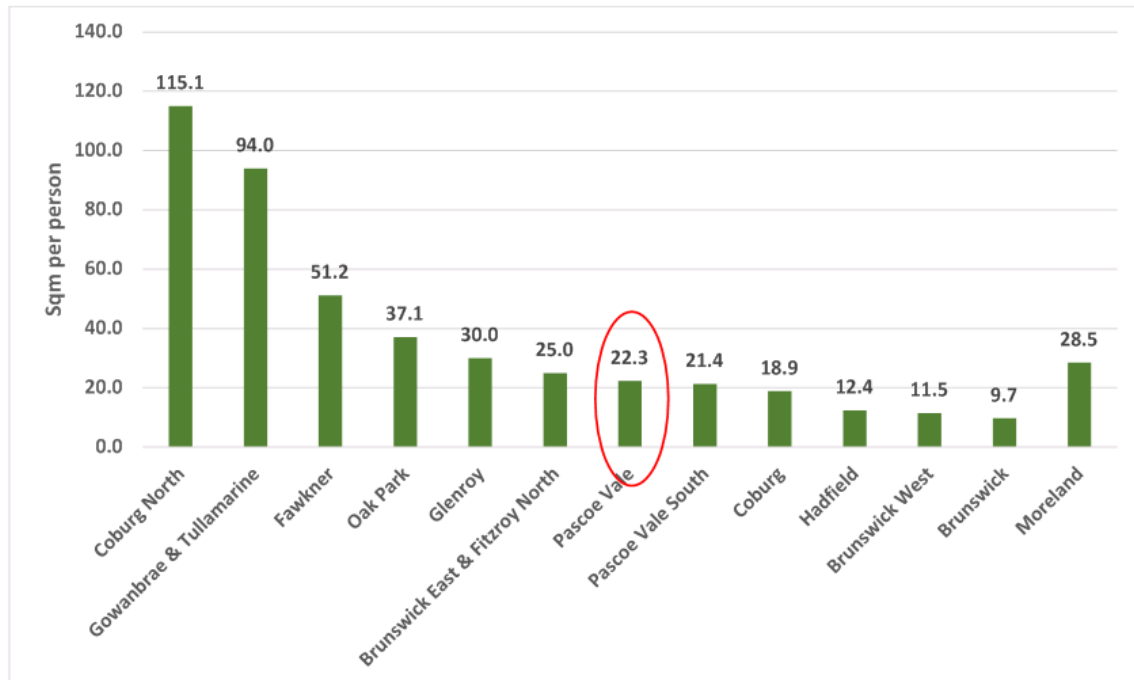
<sup>39</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>40</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 22.3 square metres of unrestricted open space per person in Pascoe Vale, which is lower than the Moreland amount, 28.5 sqm per person.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>41</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>42</sup>. One of the high or medium priority areas is in the suburb of Pascoe Vale. *Note: Gap Area PV3 is partially located in the suburb of Pascoe Vale South.*

**Table: Descriptor of Gap Areas, Priority and Assessment Score**

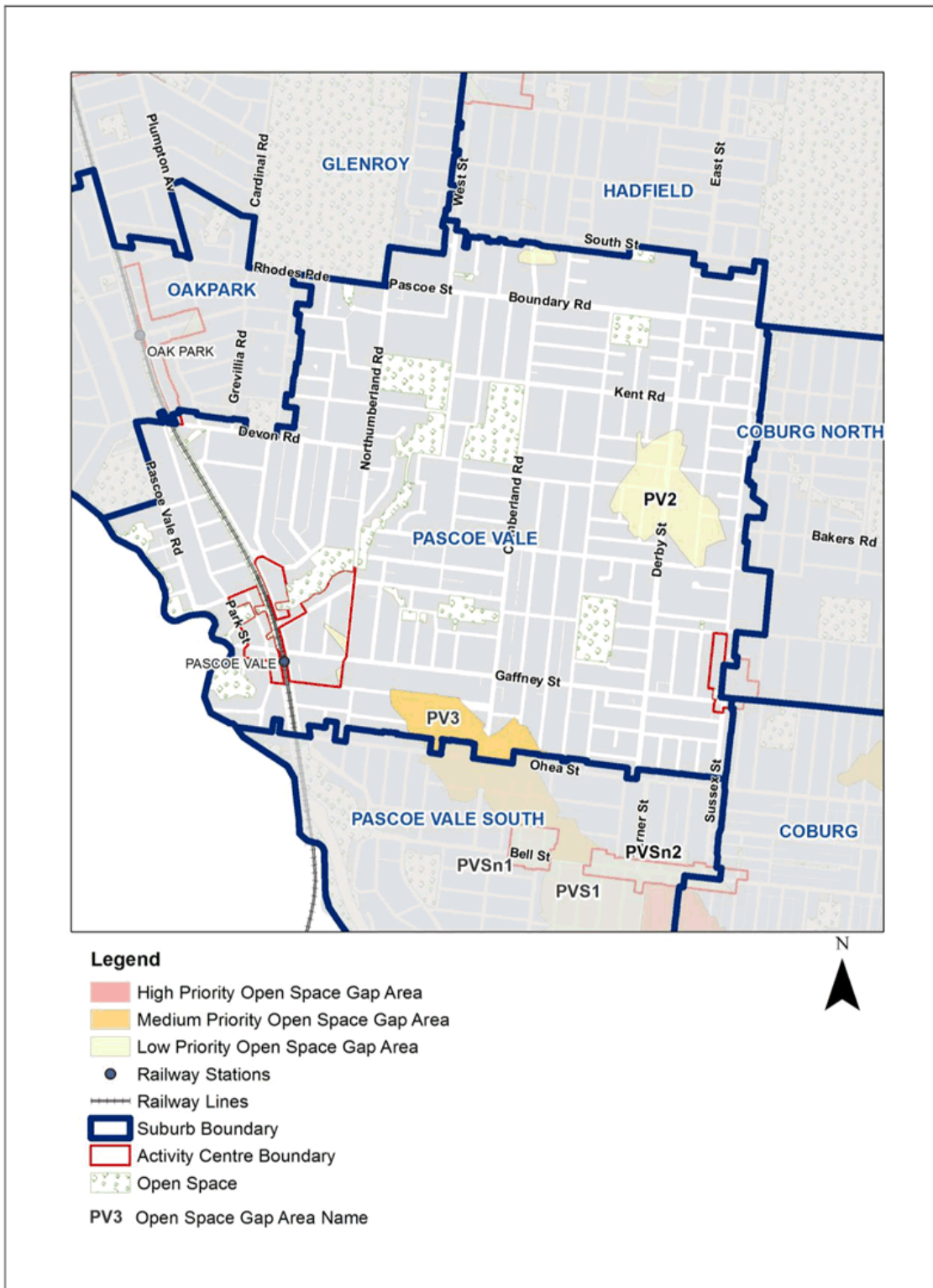
Gap Area Name	Priority	Score (Max 100)
PV3	Medium	42
PV2	Low	38
PV1	Low	26
PVn1	Low	20

<sup>41</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>42</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.



Map: Pascoe Vale and Open Space Gap Areas





# PASCOE VALE SOUTH – Suburb Snapshot



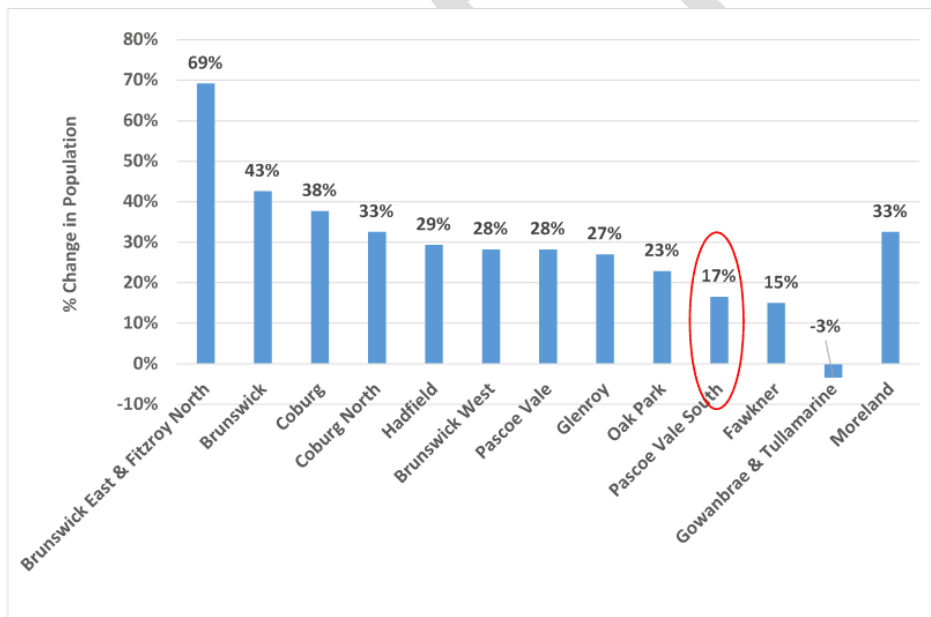
Moreland City Council

## A. Demographics

The 2016 population of Pascoe Vale South was 10,069 people<sup>43</sup>. The Pascoe Vale South population is forecast to increase by 17% between 2016 and 2036, which is lower than the overall population growth rate for municipality, 33%.

The Bell Street/Melville Road Neighbourhood Activity Centre (NAC) is within Pascoe Vale South.

**Forecasted % Change in Suburb and Moreland Population, 2016 to 2036<sup>44</sup>**



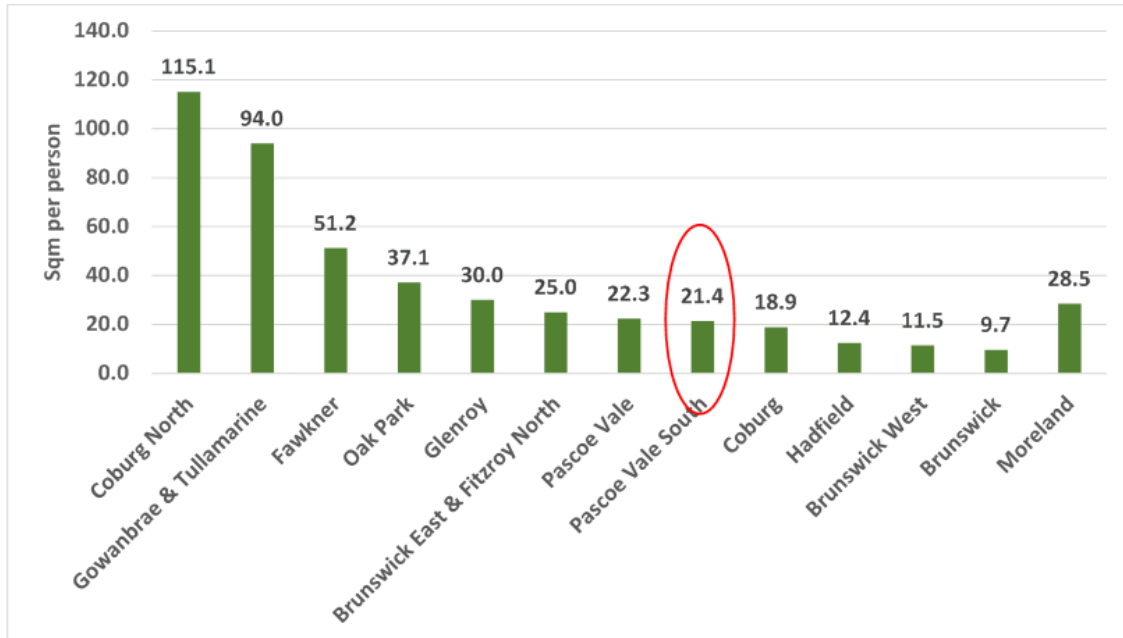
<sup>43</sup> Australian Bureau Statistics, Census of Population and Housing 2016

<sup>44</sup> id Consulting, Moreland Population and Household Forecasts 2017, accessed 22nd August

**B. Open Space**

In 2016, there was 21.4 square metres of unrestricted open space per person in Pascoe Vale South, which is lower than the overall Moreland amount, 28.5 sqm per person.

**Chart: Sqm of Open Space per Person by Suburb and Moreland, 2016<sup>45</sup>**



**B. Open Space Gap Areas**

There are 40 open space gap areas in Moreland, 13 of which have been assessed as either a high or medium priority for creating open space<sup>46</sup>. None of the high or medium priority areas are in the suburb of Pascoe Vale South. *Note gap area PV3 is partially located in Pascoe Vale South, and is a medium priority gap area. BWn1, a medium priority gap area, is also partially located in Pascoe Vale South.*

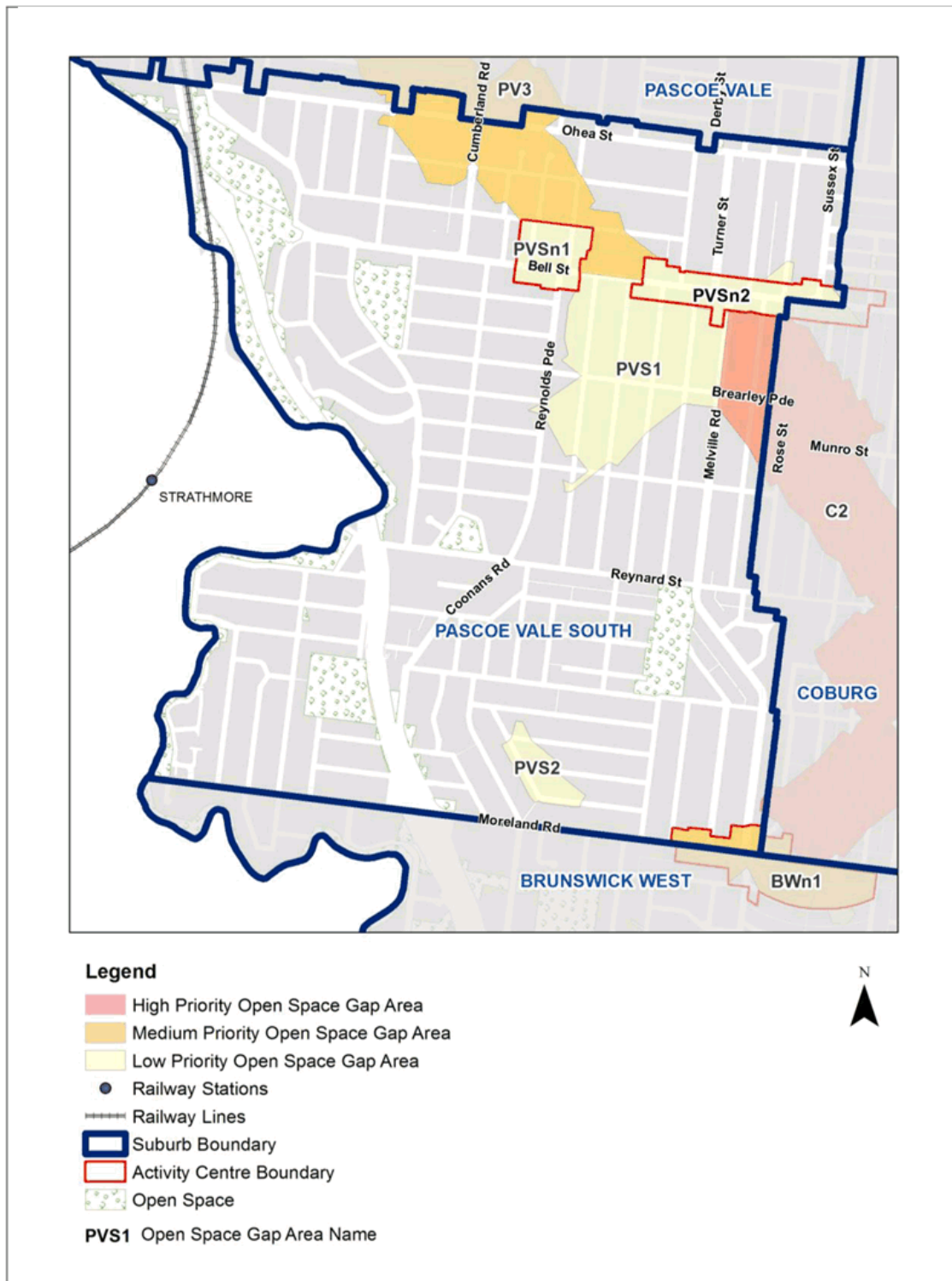
**Table: Descriptor of Gap Areas, Priority and Assessment Score**

Gap Area Name	Priority	Score (Max 100)
PVS1	Low	34
PVSn2	Low	30
PVSn1	Low	23
PVS2	Low	21

<sup>45</sup> Analysis by Moreland City Council using data from Council GIS system and 2016 Census of Population and Housing

<sup>46</sup> Further information on how the scores for each gap area were derived can be found in A Park Close to Home: A Framework to fill Open Space Gaps report. Appendix 2: Gap Area Data and Scores in the report provides a breakdown of each gap area score.

Map: Pascoe Vale South and Open Space Gap Areas



## Appendix 2: Data used to calculate gap area scores

Table: Gap Area Data and Scores for Each Scoring System Factor

Gap Area	No. of Properties in Gap Area		Density within Gap Area (Addresses/HA)		ID Small Area Dwellings 2036		Open Space (HA) per 1,000 people 2016	
	Data	Score	Data	Score	Data	Score	Data	Score
B1	654	57	34.4	63	2599	51	0.97	100
B2	556	48	28.8	53	4992	98	0.97	100
B3	62	5	44.3	81	3441	67	0.97	100
Ba1	174	15	15.0	28	4992	98	0.97	100
Ba2	1148	100	39.5	72	3148	62	0.97	100
Ba3	385	34	38.5	71	2960	58	0.97	100
BE1	68	6	20.6	38	2081	41	2.5	39
BEa1	169	15	54.5	100	2081	41	2.5	39
BEa2	30	3	18.8	34	3400	67	2.5	39
BEa3	121	11	30.3	56	3151	62	2.5	39
BW1	34	3	14.8	27	1953	38	1.15	84
BW2	24	2	34.3	63	1953	38	1.15	84
BWn1	203	18	30.2	55	5106	100	1.15	84
BWn2	592	52	51.9	95	2043	40	1.15	84
BWn3	261	23	38.4	70	1953	38	1.15	84
C1	325	28	21.7	40	3472	68	1.89	51
C2	901	78	18.8	34	3568	70	1.89	51
C3	232	20	23.9	44	4411	86	1.89	51
Ca1	99	9	15.5	28	4495	88	1.89	51
Ca2	142	12	18.9	35	4495	88	1.89	51
Ca3	92	8	46.0	84	4495	88	1.89	51
F1	362	32	12.1	22	2914	57	5.12	19
F2	31	3	15.5	28	3056	60	5.12	19
F3	59	5	7.4	13	3056	60	5.12	19
Fn1	54	5	20.8	38	2914	57	5.12	19
G1	480	42	16.0	29	3506	69	3	32
Ga1	25	2	22.7	42	4148	81	3	32
H1	44	4	18.3	34	3237	63	1.24	78
H2	2	0	10.0	18	3237	63	1.24	78
Hn1	14	1	20.0	37	3237	63	1.24	78
OP1	123	11	16.6	30	4148	81	3.71	26
OPn1	7	1	11.7	21	3276	64	3.71	26
PV1	29	3	29.0	53	3213	63	2.23	43
PV2	352	31	23.0	42	2812	55	2.23	43
PV3	460	40	20.0	37	2812	55	2.23	43
PVn1	6	1	10.0	18	3211	63	2.23	43

Table: Gap Area Data and Scores for Each Scoring System Factor (continued)

Gap Area	No. of Properties in Gap Area		Density within Gap Area (Addresses/HA)		ID Small Area Dwellings 2036		Open Space (HA) per 1,000 people 2016	
	Data	Score	Data	Score	Data	Score	Data	Score
PVS1	279	24	14.7	27	3211	63	2.14	45
PVS2	46	4	16.4	30	1709	33	2.14	45
PVSn1	40	3	11.8	22	3211	63	2.14	45
PVSn2	136	12	23.1	42	3211	63	2.14	45

DRAFT

## **NOM50/17 MAX MARSHALL RECOGNITION (D17/289604)**

### **Cr Helen Davidson**

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#### **1. Background**

Cr Davidson's background:

Thomas Maxwell (Max) Marshall. Max lived for many, many years at 47 Kernan Avenue, Pascoe Vale with his wife Mavis and 3 children. For approximately 30 years Max was watering the plants that he had purchased and planted in the council parkland adjoining his property and across the railway line the parkland over the rail was later named Kelvin Thomson Park.

In order to water the plants he was running a hose from his garden across the Craigieburn Railway Line under the tracks. Some years later he asked if Council could install a tap in the park so he could water the plants without having to bring the hose across. Council was able to provide the tap. Max personally planted and looked after many plants both in Kelvin Thomson Park and in other open space between his home and the Moonee Ponds Creek.

When Neighbourhood Watch came to Pascoe Vale, Max and his wife Mavis were very actively involved in supporting it. Max spent most of his working life involved in automotive engineering, and rose to become the President of the Federation of Automotive Products Manufacturers. In 1999 he was made a Member of the Order of Australia for Services to the Automotive Parts Industry and to the Community.

#### **2. Policy Context**

Officer's comments:

Council's current Plaques Policy (2003) is currently under review however, is largely procedural and does not provide any guidance with respect to the circumstances in which a member of the community may be considered to be memorialised with a plaque or other form of recognition. There does not appear to be any policy conflict.

#### **3. Financial Implications**

Officer's comments:

The cost of implementing the motion is estimated at approximately \$3,000 (\$2,500 for a standard bench seat, \$500 for the plaque). This could be found within current 2017-2018 Open Space Capital Works budgets (such as Parks Minor Works). The ongoing cost impact for Council would be minimal based on this proposal.

#### **4. Resources Implications**

Officer's comments:

The motion can be implemented within current resources.

#### **Motion**

That Council installs a bench and inserts a plaque that acknowledges Max's life and work, Max's contribution to his neighbourhood, and particularly to the open space where he lived, was exceptional and warrants some recognition.

# NOM51/17 MATERNAL AND CHILD HEALTH - REVIEW OF SERVICE NAME (D17/300958)

Cr Helen Davidson

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## 1. Background

Cr Davidson's background:

The work that the Maternal Child Health Service (MCHS) does across Moreland is critical for both parents and children. From the beginning of a child's life through to school age, this service supports families in relation to child health and development and family wellbeing. The service assists parents (mothers, fathers and sometimes caregivers) with education, parenting support and socialisation with other parents and providing information and referral to other services such as immunisation, new parent groups, playgroups and family support services.

Like all services, Council's MCHS has evolved and changed over time to meet the changing demographics and diversity of Moreland's families and to keep pace with changing community expectations. The service is often a first point of contact with the wider health and human services system and makes an important contribution in addressing social issues such the promotion of gender equality and the prevention of family violence. It is important to recognise that this is a service for families, not only mothers as the name 'maternal' suggests. The service has recently taken steps to be more 'father inclusive' through projects such as the Active Fathers Project—a collaborative project with Uniting (Kildonan), Merri Health and Women's Health in the North.

Given the changing role of the service it is timely to consider whether the name requires review and possibly change. It is important that Council communicates the role and function of the service clearly to ensure that families, regardless of their makeup, religious affiliation, cultural background or practices do not encounter barriers in accessing the service. This process would involve consultation with a range of stakeholders including the MAV, Department of Education and Training, MCH clients, Moreland families and MCH nurses. Consideration would also have to be given to both the name of the service and the individual MCH Centres.

## 2. Policy Context

Officer comments:

The Moreland Early Years Strategy 2016–2020 includes the following objective:

- An integrated and responsive family and child centred service system in Moreland. We will do this by:
  - Increasing collaboration, partnerships and improving communication systems;
  - Implementing Strategic Directions for Early Years Infrastructure Planning in Moreland; and
  - Having a highly qualified Early Years Workforce and High Quality Services.

## 3. Financial Implications

Officer comments:

If the review process does result in a change of name of the existing 17 Maternal and Child Health Centres there will be a cost to change the signage, however this is not likely to be a significant sum.

#### **4. Resources Implications**

Officer comments:

There are no significant resource implications other than undertaking the relevant consultation outlined above.

#### **Motion**

That Council seeks advice on the possibility of changing the name of the Maternal and Child Health Service and Centres with a view to adopting a name which would make it more contemporary and inclusive.



## **NOM52/17 MARRIAGE EQUALITY (D17/326097)**

### **Cr Natalie Abboud**

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#### **1. Background**

Cr Abboud's background:

Moreland has a longstanding history of support for the LGTBIQ community across the city. We have pledged to fly the Rainbow Flag outside chambers to signify that we support marriage equality in Australia. Now that the government has announced its intention to conduct a postal survey we feel a great concern for members of the community who may be impacted by negative campaigns connected to an outcome. Moreland Council once again needs to reiterate its support for the LGTBIQ community and rainbow families by making our position clear to the government and the broader community.

#### **2. Policy Context**

Officer's comments:

This proposal fully accords with Council's Human Rights Policy 2016-2020 and the statement:

- Council commits to ensuring that Moreland is a safe and welcoming city for gay, lesbian, bisexual, transgender, intersex and queer people and will strive to ensure that its services are accessible to and appropriate to the needs of our LGTBIQ residents and visitors.

Advocacy and leadership are actions for the Policy.

#### **3. Financial Implications**

Officer's comments:

While all financial implications are not clear at this point, these are not expected to be significant. There is also the potential to partner with other Councils who have proposed similar actions such as Darebin City Council.

#### **4. Resources Implications**

Officer's comments:

The Quick Response grants referred to can be met within existing resources. The cost of producing and installing the 2 banners is approximately \$5,000 and can be sourced from existing budgets.

### **Motion**

That Council:

1. Reaffirms its longstanding commitment to achieving marriage equality noting Council's previous endorsement of marriage equality in November 2014 and June 2017, as well as Council's support of its LGTBIQ citizens through actions delivered via the Human Rights Policy.
2. Allows LGTBIQ-focussed organisations in Moreland to access Council meeting rooms and spaces at no cost, for gatherings and activities that promote the health and wellbeing of the community while the national postal survey is administered over the next 3 months and effective immediately.
3. Writes to all civic, religious, educational and sporting organisations in Moreland to highlight Council's position and support for marriage equality and the actions that Council will take to support and promote the safety, health and wellbeing of our LGTBIQ community over the next 3 months.

4. Delivers a proactive advocacy and communication strategy over the next 3 months that affirms Council's support for marriage equality and the 'Yes' campaign in speeches, website and social media, local multicultural news outlets and in buildings and other public realm opportunities.
5. Commissions pro-marriage equality banners and display them at the Coburg Civic Centre and Brunswick Town Hall until the end of November 2017.
6. Explores any additional ways in which Council can support the 'Yes' campaign should the marriage equality survey proceed.
7. Utilises Council's \$1,000 Quick Response Grants to support pro-marriage equality individuals/groups conducting activities to support the 'Yes' campaign.
8. Explores options to facilitate participation in the survey by people who are homeless or do not have a fixed residential address.

# NOM53/17 TESTING OF TOXIC SITE IN MCBRYDE STREET, FAWKNER (D17/326689)

Cr Sue Bolton

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## 1. Background

Cr Bolton's comments:

There are many uncertainties that have yet to be clarified and dealt with regarding contamination on the original Nufarm chemical factory site at 100 and 102 McBryde Street, Fawkner.

Concerns include:

- The extent of the contamination of the area;
- The lack of effective assessment and sampling since the 1995 DIRT report and the fact that the audits are all based on this old and limited data;
- The composite sampling used by DIRT in 1995 should not be used on sites such as these and the results are not reliable for a contaminated site of this kind "because of the potential for individual high results to be masked by low results. Composite sampling is not recommended for site-specific health and ecological risk assessments" (Federal Register of Legislative Instruments F2013L00768 Schedule B2 - Guideline on Site Characterisation);
- The National Environment Protection (Assessment of Site Contamination) Measure 1999 (NEPM) specifies "that composite sampling should not be used for site-specific health and ecological risk assessments. Equally, uncertainties in the data make this technique unsuitable for the quantitative assessment of site contamination";
- The clay cap that was installed in 1995 does not comply with current standards;
- The possibility that the 'clean' fill used on the site may be contaminated by asbestos; and
- The lack of access to the Golder reports from 2006 and 2011

## 2. Policy Context

Officer's comments:

Council is currently considering a planning permit application at 102 McBryde Street. The matter is due to be considered by the Urban Planning Committee at its 27 September meeting, following its deferral from the August meeting. In the event that this motion is passed and Council does not determine the current planning permit application the permit applicant can apply to the Victorian Civil and Administrative Tribunal for a review of Council's failure to make a decision within the 60 day statutory timeframe. Council will be required to appear at any VCAT hearing and will need to form a position on the application to construct 2 warehouses on this industrially zoned land prior to any VCAT hearing.

There is no ability to compel a landowner to undertake an Environmental Audit or other testing of land that they own through a Council resolution. Council can however include a condition on planning permit it determines to issue requiring further environmental site testing or the completion of an Environment Audit for a contaminated site.

Additionally, there is no ability to require a landowner to undertake testing or remediation of land outside of their title boundaries that they do not own or have legal access to.

The environmental site assessment and Environmental Audit processes in Victoria do not currently provide for the establishment of an assessment or audit scope in consultation with Council or the community. The responsibility to determine the extent and scope of any assessment lies with the suitably qualified environmental contamination professional or environmental auditor. Council can however commission another suitably qualified environmental contamination professional or environmental auditor to review any report provided to Council and as part of any planning process make these reports available to the community.

A statutory environmental audit was completed for 102 McBryde Street in 1995 and a Statement of Environmental Audit (SoEA) was issued. In relation to the area surrounding the site, Council has recently written to DELWP asking them whether since the date of issue of the Environmental Audit for the 88 McBryde Street land, any further testing of the contamination has been undertaken by the Government and whether they would be agreeable to undertake any further contamination testing of the land and disclosing the results to Council and the community. A response to is yet to be received. A statutory environmental audit has also been completed for the land between 88 McBryde Street and the Merri Creek. The results of recent testing of this land by the EPA have also been outlined in the EPA's response to Council dated 21 July 2017 regarding the planning permit application at 102 McBryde Street. This EPA letter advises that, *'the laboratory results of these samples do not suggest that there are unacceptable risks to human health associated with DLC and herbicide contamination at the specified sample locations.'*

Following advice from the Environmental Protection Authority (EPA), the recommendation to Urban Planning Committee in relation to the planning permit application for 102 McBryde Street, includes conditions to require further testing of the site as well as a site assessment for the verge in front of the site and an Environmental Audit of the verge if recommended by the site assessment. The EPA recommended the inclusion of condition of permit for further site assessment that do not require a further Environmental Audit of the site.

It is open to the Urban Planning Committee to make a different decision to that recommended by officers, noting that the permit applicant has a right to apply to the Victorian Civil and Administrative Tribunal to seek a review of any planning permit conditions imposed by Council.

Any review of site testing or Environmental Audit reports must be undertaken by suitably qualified environmental professionals. Environmental Audits must be undertaken by expert Environmental Auditors which are appointed by the EPA.

The 2006 Golder report is not currently available to the public as it has not been provided to Council and is only referenced in documentation submitted with the current planning application. Council officers have however sought and obtained the consent of the permit applicant to the provision and release of the reports to the public. The 2011 Golder report was recently made available to interested members of the community and officers are anticipating provision of the 2006 Golder report in the first week of September which can then also be made available to interested parties.

Access to documents held by Council (that are not part of a current planning application process) would normally require a freedom of information request. The Freedom of Information requirements cannot be overridden by a resolution of Council.

### 3. Financial Implications

Officer's comments:

An appeal against Council's failure to determine the planning permit application exposes Council to the requirement to pay the applicant's lodgement costs which would be approximately \$5000.

Any appeal to VCAT of Council's decision on the current planning permit application is likely to require that Council engage advocates and/or expert witnesses. Costs associated with this would be in the order of \$10,000 - \$25,000.

Council officers are not appropriately qualified to review any testing or audit reports to determine whether they are satisfactory. The responsibility to complete satisfactory Environmental Audits lies with expert Environmental Auditors licensed by the EPA. Appropriately qualified experts would need to be engaged to undertake such a review. Costs associated with this would need to be ascertained depending on the extent and type of testing undertaken and could be in the order of \$5,000-\$10,000.

### 4. Resources Implications

Officer's comments:

Officer resources associated with any VCAT hearing and the engagement of a suitably qualified experts to review environmental site assessment or audit reports can be accommodated by City Development Branch.

### Motion

That Council, given the history of contamination on the old Nufarm factory site of 100 and 102 McBryde Street, Fawkner, and the likely contamination of the surrounding sites, does not consider that planning applications for 100 and 102 McBryde Street, Fawkner and the surrounding sites until the following actions have been complied with, to the satisfaction of a suitably qualified environmental contamination expert:

1. Effective testing of the site. The scoping of this testing should be determined by consultation between the EPA and a suitably qualified environmental contamination expert. The testing should be consistent with current standards, not 1995 standards, therefore it should not use composite sampling.

It should include:

- the whole site, and adjoining nature strip assessing/identifying appropriate locations for monitoring of atmosphere and groundwater and developing a comprehensive Monitoring Plan.
  - assessing/identifying appropriate locations for monitoring of atmosphere and groundwater and developing a comprehensive Monitoring Plan.
2. A draft scoping document is prepared and provided to the community to comment for a period of 21 days and the community to be informed of the final scope and the outcomes of the testing.
  3. Once the testing is complete a full statutory environmental audit in accordance with the requirements and guidelines of the *EPA Act* and EPA standards should be conducted.
  4. Council officers approach the applicant for the current planning permit to request the supply of the Golder 2006 and 2011 Reports for the site and their consent to these documents being made available to the public.

# NOM54/17 IMPROVED STANDARDS FOR EXTERNAL WALL CLADDING (D17/326803)

Cr Sue Bolton

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## 1. Background

Cr Bolton's comments:

The terrible fires on high rise buildings around the world as a result of flammable external wall cladding—2009 in Sydney, 2014 at the Lacrosse building in Melbourne, 3 in Dubai with 1 being on New Years Day in 2016, and the latest tragedy in June this year at Grenfell in Britain—raise many concerns about safety standards.

On 17 February 2016, the Victorian Building Authority released its External Wall Cladding Audit Report which found that 51% of buildings in the Melbourne CBD and immediately surrounding suburbs were non-compliant. However, the audit hasn't extended far beyond the CBD.

The Metropolitan Fire Brigade found that the use of non-compliant aluminium composite panelling (ACP) had contributed to the spread of the fire in the Lacrosse building.

A fire at the Brunswick 9-storey 105-apartment Anstey Square tower in March 2017 has also been linked to suspect combustible cladding.

Fires in high rise buildings raise questions about the adequacy of the system of inspections and auditing of flammable building materials, as well as the need to mandate safety standards.

As with any safe practice, Australian Standards are developed and modified to incorporate world's best practice as they are a collaborative view of many stakeholders within a specific field. As with any Australian standard, unless it is mandated via a specific legislative provision, there is room for developers and importers to not adopt the appropriate product specifications.

Several local councils in Sydney (City of Sydney, the Inner West, Ku-ring-gai and Liverpool), Newcastle council and Yarra council in Melbourne have been frustrated with the slow pace of audits by state authorities and have begun their own audits of high-rise buildings for suspect cladding.

## 2. Policy Context

Officer's comments:

1 of the objectives of the *Building Act 1993* is to protect the safety and health of people who use buildings. The Victorian Building Authority (VBA) regulates building and plumbing practitioners to ensure the achievement of efficient and competitive building and plumbing industries in Victoria, including undertaking inspections, investigations and audits to ensure compliance with relevant legislation.

Private Building Surveyors issue the vast majority of building permits in the Municipality (approximately 36,000 in the last 10 years), including all of the permits for 'medium and high-rise' buildings. Where a private building surveyor has issued the building permit, that Building Surveyor is responsible for compliance of the building with the building permit and building legislation. The VBA is the body responsible for receiving complaints regarding breaches of building legislation and the conduct of registered building practitioners, including builders and building surveyors.

In the limited circumstances of an immediate threat to life and safety, Council's Municipal Building Surveyor also has a responsibility to take enforcement action on any building compliance matter, even if the building permit was issued by a private building surveyor.

Council through its town planning decision-making responsibilities does not control or regulate the fire safety or fire rating of material used in buildings, as these matters are considered at the building permit stage. Considering or specifying the fire rating performance of a building or cladding materials when deciding whether or not to issue a planning permit is therefore beyond Council's statutory powers and responsibilities.

On 3 July 2017, the State Government announced that it will establish an expert taskforce to investigate the extent of non-compliant cladding on Victorian buildings. The Victorian Cladding Taskforce will oversee the continuation of the audit commenced by the Victorian Building Authority to identify where cladding has been used inappropriately and ensure buildings are rectified. It will also make recommendations to the Government on how to improve compliance and enforcement of building regulations.

The taskforce wrote to Council on 28 July 2017 seeking formal support for Council's Municipal Building Surveyor and other relevant staff to be involved in developing an audit methodology through the cataloguing of buildings via a review of building permits, other documents and visual inspections. The Chief Executive Officer has responded by confirming Council's willingness to participate in the pilot in the hope that this pilot program will assist the Cladding Taskforce and Council gain an understanding of the resources required by Councils to identify and then follow up on buildings with potentially non-compliant cladding.

On 23 June 2015, the Senate referred an inquiry into non-conforming building products to the Senate Economics References Committee for inquiry and report. Submissions closed on 18 January 2017. The committee held a public hearing on 14 July 2017 in Melbourne, focusing on the use of non-compliant external cladding materials in Australia and the illegal importation of asbestos. The Committee's report is due to be handed down on 31 October 2017.

There is no legislative ability for Council to audit the licensing of workers on construction sites. This is the responsibility of the Victorian Building Authority.

Officers will respond to an earlier Notice of Motion regarding Flammable External Wall Cladding (NOM21/16) by providing a report to Council. This report will include the findings of Council's participation in the Taskforce pilot, with a report expected to be put to the November Council meeting.

### **3. Financial Implications**

Officer's comments:

A Council-led investigation of the 36,000 building permits issued by private building surveyors in the last 10 years would require significant additional resources. It is envisaged that 2 contract staff, engaged for a period of 6 months would cost approximately \$70,000-\$80,000 in order to complete an audit and identify high risk buildings. The financial implications associated with pursuing compliance can be quantified following the completion of an audit and would likely be significantly greater.

Council officers have advised the Cladding Taskforce that it is hoped that initial participation in the pilot will enable the Cladding Taskforce to report back to the State Government on the depth of the problem. The responsibilities and funding sources to effectively address this problem emanating from failures in the current building approvals system can then be determined in consultation with local government.

## 4. Resources Implications

Officer's comments:

A Council led investigation of the 36,000 building permits issued by private building surveyors in the last 10 years would require significant additional resources. In the absence of additional funding to engage contract staff to undertake the work, using staff within the City Development Branch to undertake an investigation would mean that delivery of Council's Building Service would be significantly compromised.

Participating in the taskforce's pilot to develop an audit methodology will enable Council to engage with the taskforce to address the issue of resourcing and how the State Government will assist Councils to undertake audits of buildings in a timely manner. Council's commitment to the pilot program can be met with current resourcing. It is estimated that the equivalent of 1 month's work of a full-time staff member is required to undertake the initial cataloguing of building required by the pilot. There will be some impact on the delivery of the Building Services work program with responses to low risk matters being delayed.

## Motion

That Council:

1. Receives a report on Moreland's participation as a pilot council towards developing an audit methodology through the cataloguing of buildings, including consideration of council conducting its own audit in the event that the Victorian Building Authority does not conduct an audit of apartment buildings in Moreland for the use of non-compliant cladding and other fire risks in a timely manner, and this report come to Council by November.
2. Writes to the Hon. Craig Laundry MP, Assistant Minister for Industry, Innovation and Science in the Federal Government and Chair of the Building Ministers' Forum to take action against all unsafe and non-compliant building products and to advocate to the Building Codes Committee and Australian Building Codes Board changes to the National Construction Code that:
  - a) Multi-storey buildings below 25 metres have fire sprinklers installed as a mandatory requirement.
  - b) That other fire safety features such as high rise buildings being required to provide 2 sets of fire escape stairs and fire refuge rooms for occupants of higher storey buildings who could have trouble escaping downstairs.
  - c) That the National Construction Code include all external wall/cladding systems/products used on buildings to comply with AS5113 (fire propagation of external walls) and mandatory compliance levels and testing of cladding systems.
3. Writes to the Hon. Richard Wynne MP, Minister for Planning in the State Government to advocate that the State Government:
  - a) Reviews the *Building Act 1993* with a view to increasing the number of mandatory building inspections including the installation of cladding.
  - b) Re-regulates the building approval and inspection system by reversing the privatised system of building surveyors which can lead to potential conflicts of interest where developers can shop around for more compliant building surveyors.
  - c) Considers an audit of unlicensed workers carrying out work such as sprinkler fitting works that they are not licensed to do.



# **NOM55/17 SUPPORTING THE CAMPAIGN TO CHANGE THE DATE OF AUSTRALIA DAY (D17/326827)**

**Cr Samantha Ratnam**

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## **1. Background**

Cr Ratnam's background:

Moreland City Council is committed to working with our Aboriginal community to seek justice for Australia's First Nations people. We take action on this through our Human Rights policy, commitment to reconciliation and reconciliation action plan. Council has recognised that 26 January signifies a day of mourning for our Aboriginal community as it marks the beginning of the brutal British colonisation of their lands and lives. Sovereignty of the land was never ceded and the struggle to restore land rights continues to this day.

In 2014, the Reconciliation Advisory Committee recommended to Council that it moves its annual citizen awards ceremony away from the 26 January (when it had been traditionally held) as the date was not an appropriate and inclusive day to celebrate. This was acted upon by Council with the awards ceremony being decoupled from 26 January and now conducted annually in October. Council does not currently mark or celebrate Australia Day in any other official way and only hosts a citizenship ceremony on 26 January as per guidelines from the Federal Government.

A recent proposal from the Reconciliation Advisory Committee for Council to move the citizenship ceremony from 26 January was defeated in a vote by Council in June 2017 by 6 votes to 5 votes, however many Councillors stated that they supported the calls to change the date of Australia Day.

This motion seeks that Moreland Council support for the campaign to change the date of Australia Day to a more inclusive date when both indigenous and non-indigenous Australians can celebrate Australia together.

## **2. Policy Context**

Officer's comments:

This proposal fully accords with Council's Human Rights Policy 2016-2020 and the statement:

- Moreland City Council's vision for reconciliation is where Aboriginal and Torres Strait Islander people are recognised as the traditional custodians of the land, whose dispossession is addressed through respectful partnerships between indigenous and non-indigenous people. Council is committed to reconciliation with indigenous Australians, particularly the Wurundjeri people as traditional owners of the land we now call Moreland.

Advocacy and leadership are actions for the Policy.

## **3. Financial Implications**

Officer's comments:

While all financial implications are not clear at this point, these are not expected to be significant. There is also the potential to partner with other Councils who have proposed similar actions such as Darebin and Yarra City Council.

## **4. Resources Implications**

Officer's comments:

The proposed actions can be sourced from existing budgets.

## Motion

That Council:

1. Acknowledges that January 26 marks the beginning of the British invasion of Aboriginal and Torres Strait Islander lands and oppression of the Aboriginal and Torres Strait Islander people and this therefore not an appropriate date for the inclusive national celebration.
2. Acknowledges the Aboriginal and Torres Strait Islander people never ceded sovereignty of their lands and have continuously cared for their country for over 60,000 years as the world's oldest living culture.
3. Acknowledges the first Day of Mourning was held on January 26 1938, being the 150th anniversary of the British invasion. The day was attended by Indigenous Australians and non-Indigenous supporters in protest of the national holiday and the 'callous treatment' of Aboriginal people and continues to be held annually.
4. From 2018, hosts an inclusive and culturally appropriate event on an agreed date in partnership with the Moreland Reconciliation Working Group and Human Rights Advisory Committee that recognises and celebrates the world's oldest living culture.
5. Supports the #changethedate campaign and initiates an ongoing conversation, in partnership with the Moreland Reconciliation Working Group and Human Rights Advisory Committee to build better understanding with the broader Moreland community of Australia's history and the Aboriginal and Torres Strait Islander community's pain in relation to the significance and history of January 26. This includes referring to January 26 merely as January 26 in all communications.
6. Acknowledges that Moreland City Council has taken several actions that began in 2015 to recognise that the 26 January is not an appropriate day to celebrate Australia by moving our community awards from 26 January to a special Moreland Awards ceremony day in October of each year.
7. Commits to engaging with Moreland's diverse community, including established and newly arrived communities, to raise community awareness and understanding about the campaign to change the date of Australia day.
8. Advocates to the Federal Government to change the date in line with the resolution passed by the National General Assembly of Local Government in June 2017.
9. Seeks opportunities to collaborate and partner with Darebin and Yarra City Councils and other relevant stakeholders to support each other's events, advocacy and education initiatives.
10. Following consultation with the Reconciliation Working Group, progress the dialogue and consultation with the Wurundjeri Land Council, local Indigenous community and Human Rights Advisory Committee about how to mark 26 January until the date of Australia day is changed and other actions to build support for the campaign to change the date.

**GB37/17 PROJECT RESPECT**

**Cr Helen Davidson**

This item was laid on the table at the 9 August 2017 Council meeting.

Project Respect supports women who have been trafficked for sexual exploitation and women in the sex industry. They assist women one-on-one, create a safe community and advocate for women's rights. They are a non-profit, community-based organisation. Amongst other things Project Respect does the following to support women in the sex industry through:

- Direct outreach, practical assistance, referral, ongoing emotional support, social inclusion and a sense of community.
- Empowering women who have been in the sex industry - using a strength-based, woman-centred approach, facilitating access to new education and training, and working to foster their sense of self-esteem and self-worth.
- Educating the community, informed by women from the sex industry - to bring about greater awareness of the impacts of the sex industry and trafficking, and prevent the exploitation of women.
- Advocacy and activism, informed by women from the sex industry - to address the demand, violence and structural inequalities that maintain the sex industry.
- Research on the sex industry - to inform evidence-based practice and provide tools for social change.
- Leading the way in Australia - as experts in specialist support for women who have been trafficked into the sex industry.

*Project Respect believes that every woman who is trafficked for sexual exploitation or is part of the sex industry has the right to feel safe and respected, regardless of her views or circumstances. We understand that each woman experiences the industry differently. She could find it empowering, or deeply harmful, or somewhere in between. Our work is fundamentally about human rights - so we want to see an end to human trafficking for sexual exploitation. But we also want to see an end to situations where women feel they have no choice but to enter the sex industry. No choice but to put up with disrespectful clients. And no way to access the support they need, if they ever do want to leave. At Project Respect, we exist for the women who seek and need our support, without judgement.*

Cr Davidson moved, Cr Ratnam seconded -

That Council writes a formal letter of support to the Honourable Jenny Mikakos, Minister for Families and Children in support of Project Respect and requesting ongoing funding for the organisation to ensure their work can continue.

Lay Motion on the Table

Cr Ratnam moved that this item be laid on the table until the September 2017 Council meeting.