



Ordinary Meeting of Council

Tuesday, 23 June 2015 at 7.00pm

Agenda

Ordinary Meeting of Council

Tuesday, 23 June 2015 at 7.00pm
to be held at the Moonee Valley Civic Centre

TO:

Members: Cr Narelle Sharpe Mayor

Cr Cam Nation

Cr Jan Chantry

Cr Shirley Cornish

Cr Jim Cusack

Cr Paul Giuliano

Cr Nicole Marshall

Cr John Sipek

Cr Andrea Surace

Officers: Mr Neville Smith Chief Executive

Mr Tony Ball Director Community Services

Mr Bryan Lancaster Director City Works & Development

Mr Carey Patterson Acting Director Corporate Services

Mr Anthony Smith Acting Director Environment & Lifestyle

Ms Yvonne Hansen Manager Governance & Local Laws

Business:

1. Opening

2. Apologies

3. Confirmation of Minutes

Ordinary Meeting of Council held on Tuesday, 26 May 2015.

4. Declarations of Conflict of Interest

5. Presentations

6. Petitions and Joint Letters

7. Public Question Time

8. Reports by Mayor and Councillors

File No. FOL/14/1249

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Written and verbal reports presented to the Council by the Mayor and Councillors

Recommendation

That reports by the Mayor and Councillors be received.

9. Reports

9.1	13 and 15 Norwood Crescent, Moonee Ponds (Lot 1 TP538141T & Lot 1 TP191050B) - Partial demolition and construction of a four storey building, use of the land for dwellings and an office, reduction in car parking and a waiver of loading bay requirements	14
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NEVILLE SMITH
Chief Executive

8. REPORT BY MAYOR AND COUNCILLORS

8.1 Report by Mayor, Councillor Sharpe

6 May 2015	Chaired Briefing and Consultation Meeting in relation to 201 Pascoe Vale Road, Essendon and 67-69 Lebanon Street, Strathmore
7 May 2015	Participated in an interview with 774 ABC radio with Red Symons Attended an offsite meeting with Cr Paul Giuliano Participated in an interview with Channel 7 and Channel Ten News Attended meeting with VicRoads regarding works near English Street Bridge Attended meeting with East Timor delegates Participated in an interview with Drive 3AW with Tom Elliott
8 May 2015	Attended meeting with Community Services Director and key business advisors Attended BreastWest Yum Cha Luncheon
9 May 2015	Attended St Bernard's Football Club Mother's Day Luncheon Attended Riverside Park Upgrade consultation session at Riverside Park, Aberfeldie
11 May 2015	Attended Pride of Workmanship Dinner and presentation evening at Keilor East RSL
12 May 2015	Attended briefing in relation to 25 Rose Avenue, Niddrie presentation Chaired Public Forum and Councillor Briefing
13 May 2015	Attended event held by the Wellbeing Web
14 May 2015	Attended on-site meeting with resident in Holmes Road, Moonee Ponds Attended meeting with representative of Moonee Valley Legal Services and Manager Finance Attended Victorian Local Government Association's Councillor Leadership Dinner
15 May 2015	Officiated at National Volunteer Week Luncheon at Windy Hill, Essendon
16 May 2015	Attended Strathmore Football Club Ladies Luncheon

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| 19 May 2015 | Attended meeting with resident from Orange Grove, Essendon with Acting Manager Building Health & Property Services

Attended briefing with Manager Arts & Culture in relation to the 2015 Spirit of Moonee Valley event

Chaired Appointment of the CEO Special Committee Meeting

Chaired Councillor Workshop |
| 21 May 2015 | Attended meeting with resident in Moonee Ponds |
| 22 May 2015 | Attended Tourism Fest in the West event in Yarraville |
| 25 May 2015 | Chaired Appointment of the Chief Executive Officer special committee meeting |
| 26 May 2015 | Chaired Ordinary Meeting of Council |
| 27 May 2015 | Chaired consultation briefing and meeting in relation to 118A, 118B and 120 Buckley Street, Essendon |
| 28 May 2015 | Hosted Moonee Valley Principal's Breakfast

Attended Family, Aged, Disability and Youth Councillor portfolio meeting with Director, Community Services

Hosted Australia's Biggest Morning Tea Event at Avondale Heights Library and Learning Centre

Attended Community HART Awards, Richmond |
| 29 May 2015 | Meeting with Chief Executive, Neville Smith, Chief Executive Officer, Level Crossing Removal Authority, Kevin Devlin and Member for Essendon, Danny Pearson, MP in Mayor's Office |
| 31 May 2015 | Launched Community Concert – Winter Music – Celebration of Women in Song at Clocktower Centre |
| 1 June 2015 | Attended photo opportunity for Banksia Award

Attended Niddrie Traders meeting at Tin Roof Café, Niddrie |
| 2 June 2015 | Attended 100 th birthday celebrations for resident

Chaired Special Meeting of Council

Chaired Councillor Workshop |

8.2 Report by Deputy Mayor, Councillor Nation

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|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6 May 2015 | Attended briefing with Planning Officer in relation to 102A-104 Maribyrnong Road, Moonee Ponds

Chaired Consultation meeting in relation to planning application at 102A-104 Maribyrnong Road, Moonee Ponds |
| 8 May 2015 | Attended BreastWest Yum Cha Luncheon |
| 9 May 2015 | Attended Riverside Park Upgrade consultation session at Riverside Park, Aberfeldie |
| 11 May 2015 | Attended on-air interview on 94.9 Joy FM Studios, Melbourne in relation to Moonee Valley City Council's IDAHOBIT (International Day Against Homophobia, Biphobia, Intersexism & Transgender) 'Rainbow Stories in the Valley' event at Clocktower Centre |
| 12 May 2015 | Attended Public Forum

Attended Councillor Briefing |
| 13 May 2015 | Officiated IDAHOBIT (International Day Against Homophobia, Biphobia, Intersexism, & Transgender) 'Rainbow Stories in the Valley' event at Clocktower Centre |
| 15 May 2015 | Attended National Volunteer Week Luncheon at Windy Hill, Essendon |
| 20 May 2015 | Officiated event for National Families Week (2015) 'Empowering Parents: the challenges of raising teenagers' at Civic Centre

Attended briefing with Planning Officer in relation to planning application at 52 Middle Street, Ascot Vale

Chaired consultation meeting in relation to planning application at 52 Middle Street, Ascot Vale |
| 21 May 2015 | Attended meeting with resident at Browning Street, Moonee Ponds

Attended meeting with resident at Holmes Road, Moonee Ponds |
| 22 May 2015 | Attended Western Melbourne Tourism's 'Fest in the West (2015)' conference at The Sun Theatre, Yarraville

Attended site visit for planning application at 77-89 Military Road, Avondale Heights

Attended site visit for planning application at 20 Westminster Drive, Avondale Heights

Attended site visit for planning application at 19 Rogerson Street, Avondale Heights |

	Attended site visit for planning application at 33 Pearl Street, Niddrie
25 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting
26 May 2015	Attended Economic Development Councillor portfolio meeting with Acting Director Environment & Lifestyle, Manager Economic Development & City Sustainability and Coordinator Economic Development. Attended Ordinary Meeting of Council
28 May – 29 May 2015	Attended Municipal Association of Victoria's "Future of Local Government National Summit" at Rydges, Melbourne

8.3 Report by Councillor Chantry

6 May 2015	Attended consultation briefing and meeting in relation to 201 Pascoe Vale Road, Essendon Attended consultation briefing and meeting in relation to 67-69 Lebanon Street, Strathmore Attended Draft Housing Issues and Opportunities Paper information session at Clocktower Centre
9 May 2015	Attended Riverside Park upgrade consultation
11 May 2015	Meeting with Acting Director Corporate Services Chaired Arts & Culture Community Advisory committee meeting
12 May 2015	Attended Public Forum and Councillor Briefing
14 May 2015	Attended Electoral Representation Review Program
15 May 2015	Attended historic photo opportunity at Australian Local Government Women's Association
19 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting Attended Councillor Workshop
20 May 2015	Attended consultation briefing and meeting in relation to 1068-1070 Mt Alexander Road, Essendon
21 May 2015	Attended Draft Housing Issues and Opportunities Paper – Round Table Discussion at Clocktower Centre
23 May 2015	Attended Flinders Quartet performance at Clocktower Centre
25 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting

26 May 2015	Attended Ordinary Meeting of Council
27 May 2015	Attended consultation briefing and meeting in relation to 118A, 118B & 120 Buckley Street, Essendon
28 May 2015	Attended Moonee Valley Principal's Breakfast
1 June 2015	Attended ANZAC Centenary co-ordinating community committee meeting
2 June 2015	Attended Special Committee Meeting of Council Attended Councillor Workshop

8.4 Report by Councillor Cornish

6 May – 2 June 2015	Verbal Report
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8.5 Report by Councillor Cusack

6 May 2015	Attended meeting with Uncle Jim Berg and Council Officers Attended Reconciliation Roundtable with community members Attended launch of Greening the West 1 Million Trees Project Attended consultation briefing and meeting in relation to 102A-104 Maribyrnong Road, Moonee Ponds
7 May 2015	Attended Draft Housing Issues and Opportunities Paper information session at Clocktower Centre Attended Moonee Valley Bowls Club Annual General Meeting
8 May 2015	Attended Victorian Government Farewell Timor-L'Este Fellows
9 May 2015	Attended Riverside Park upgrade consultation
12 May 2015	Attended Public Forum and Councillor Briefing
13 May 2015	Attended LeadWest Board Meeting at Williamstown Attended IDAHOBIT (International Day Against Homophobia, Biphobia, Intersexism, & Transgender) event at Clocktower Centre
14 May 2015	Attended Victorian Local Government Association Councillor Leadership Dinner, Fitzroy

15 May 2015	Attended residents “Walk Through” Kent Street, Ascot Vale traffic management issues
16 May 2015	Attended meeting with resident in relation to 13-15 Norwood Crescent, Moonee Ponds redevelopment
17 May 2015	Attended meeting with resident regarding potential River Street, Ascot Vale redevelopment
19 May 2015	Attended Community Engagement and Learning portfolio meeting Attended Councillor Workshop
21 May 2015	Attended Draft Housing Issues and Opportunities Paper – Round Table Breakfast Discussion at Clocktower Centre
23 May 2015	Attended meeting with resident regarding traffic management in Dover Street, Flemington
24 May 2015	Attended 80 th Anniversary Celebration at St Carthage’s Church, Parkville
25 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting
26 May 2015	Attended Ordinary Meeting of Council
27 May 2015	Attended Racecourse Road Community Events and Activities Planning Group Information meeting at Flemington Library
28 May 2015	Attended Moonee Valley Principal’s breakfast
30 May 2015	Attended meeting with residents concerned about Ascot Vale Leisure Centre pool and changeover of management
31 May 2015	Attended Community Concert – Winter Music – Celebration of Women in Song at Clocktower Centre
2 June 2015	Attended Special Committee Meeting of Council Attended Councillor Workshop

8.6 Report by Councillor Giuliano

6 May – 2 June 2015	Verbal Report
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8.7 Report by Councillor Marshall

6 May 2015	Attended land use Councillor portfolio meeting with Manager Strategic & Statutory Planning Meeting with Manager Strategic & Statutory Planning in relation to Moonee Ponds West Primary School Attended consultation meeting and briefing in relation to 102A-104 Maribyrnong Road, Moonee Ponds
7 May 2015	Attended Flemington Neighbourhood Renewal Board meeting at Flemington Community Centre Attended Community Consultative Group meeting at Showgrounds Attended consultation briefing and meeting in relation to 52 Middle Street, Ascot Vale
11 May 2015	Attended Integrated Transport Committee Meeting
12 May 2015	Attended Public Forum and Councillor Briefing
19 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting Attended Councillor Workshop
20 May 2015	Attended Flemington Neighbourhood Renewal Board meeting at Flemington Community Centre Attended Community Consultative Group meeting at Showgrounds Attended consultation briefing and meeting in relation to 52 Middle Street, Ascot Vale
22 May 2015	Attended Integrated Waterways Advisory Committee Meeting
25 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting
26 May 2015	Attended Ordinary Meeting of Council
27 May 2015	Attended Community Events and Activities Planning Group Information meeting at Flemington Library
2 June 2015	Attended Special Committee Meeting of Council Attended Councillor Workshop

8.8 Report by Councillor Sipek

6 May – 15 May 2015	Verbal Report
15 May – 2 June 2015	Leave of Absence from Council

8.9 Report by Councillor Surace

7 May 2015	Attended Draft Housing Issues and Opportunities Paper information session at Clocktower Centre
8 May 2015	Attended Breast West Yum Cha Luncheon
12 May 2015	Attended Public Forum and Councillor Briefing
13 May 2015	Attended Built Environment Sustainability Score card launch Attended IDAHOBIT (International Day Against Homophobia, Biphobia, Intersexism, & Transgender) event at Clocktower Centre
14 May 2015	Attended Victorian Local Government Association Councillor Leadership Dinner, Fitzroy
15 May 2015	Attended Municipal Association of Victoria State Council Attended historic photo opportunity at Australian Local Government Women's Association
19 May 2015	Attended Appointment of the Chief Executive Officer Special Committee Meeting Attended Councillor Workshop
22 May – 23 May 2015	Attended Australian Local Government Women's Association Conference in Seymour
25 May 2015	Attended meeting with Manager Technical Services in relation to Epsom Road proposals Attended Appointment of the Chief Executive Officer Special Committee Meeting
26 May 2015	Attended Ordinary Meeting of Council
27 May 2015	Attended Moonee Valley Interfaith Committee Meeting
28 May 2015	Attended Moonee Valley Principal's Breakfast Attended Municipal Association of Victoria's "Future of Local Government National Summit" at Rydges, Melbourne

29 May 2015	Attended Municipal Association of Victoria's "Future of Local Government National Summit" at Rydges, Melbourne
1 June 2015	Attended meeting with representative from Ben Carroll's office Attended ANZAC Centenary Coordinating Community Committee meeting
2 June 2015	Attended Special Committee Meeting of Council Attended Councillor Workshop

REPORTS

- 9.1** **13 and 15 Norwood Crescent, Moonee Ponds (Lot 1 TP538141T & Lot 1 TP191050B) - Partial demolition and construction of a four storey building, use of the land for dwellings and an office, reduction in car parking and a waiver of loading bay requirements**

File No: MV/892/2014
Author: Principal Town Planner
Directorate: City Works & Development
Ward: Myrnong

Proposal	<ul style="list-style-type: none">• Partial demolition of existing heritage building• Construction of a four storey building comprising 17 dwellings, a shop and an office• Reduction in shop and visitor car parking requirements• Waiver of loading bay requirements
Applicant	Isola Casa Pty Ltd
Owner	Betty Stagg
Planning Scheme Controls	<ul style="list-style-type: none">• Activity Centre Zone (ACZ1)• Heritage Overlay (HO89)
Planning Permit Requirement	Clause 37.08-2 – Use of the land for dwellings and an office Clause 37.08-5 – Construct a building or construct or carry out works Clause 43.01-1 – Demolition, alterations and additions Clause 52.06-3 – Reduction in car parking requirements Clause 52.07 – Waiver of loading bay requirements

Car Parking Requirements (Clause 52.06)	Required: 24 car spaces Provided: 19 car spaces
Bicycle Requirements	Required: 5 bicycle spaces Provided: 9 bicycle spaces
Restrictive Covenants	None
Easements	None
Site Area	473 square metres
Number Of Objections	17
Consultation Meeting	23 April 2015

Executive Summary

- The application seeks planning approval for partial demolition of existing building and construction of a four storey building in a Heritage Overlay (HO89), use of the land for dwellings and an office, a reduction in car parking requirements and a waiver of loading bay requirements.
- The site has an area of 473 square metres and is located on the western side of Norwood Crescent, Moonee Ponds. The site comprises an existing double storey brick and render building.
- The application was advertised and 17 objections were received. The concerns raised related to overdevelopment, impacts on heritage character, demolition of the heritage façade at No.15 Norwood Crescent, design of the proposed building, overshadowing, daylight to existing windows, noise, car parking, traffic, waiver of loading requirements, waste management, size of dwellings, safety, amenity and quality of life impacts, construction work impacts, reduction in property values and additional revenue for Council.
- A Consultation Meeting was held on 23 April 2015, attended by Councillor Nation, objectors, the applicant and Council's Planning Officer. No resolution was achieved at this meeting.
- The application was internally referred to Council's Engineering Services Unit, Traffic and Transportation Unit, Strategic Planning Unit, Urban Designer, Heritage Advisor and Environmental Sustainable Development (ESD) Officer. Conditional support to the application was provided.
- This assessment report finds that the proposal demonstrates an adequate level of compliance with the relevant policies and provisions of the Moonee Valley Planning Scheme, and recommends that a Notice of Decision to Grant a Permit be issued subject to conditions.



Figure 1 – Aerial photo of the subject site and surrounds

Recommendation

That Council issue a Notice of Decision to Grant a Permit in relation to Planning Permit Application No. MV/892/2014 for the partial demolition of an existing building and construction of a four storey building in a Heritage Overlay, use of the land for dwellings and an office, a reduction in car parking requirements and a waiver of loading bay requirements at No.13 and 15 Norwood Crescent, Moonee Ponds (Lot 1 TP538141T and Lot 1 TP191050B), subject to the following conditions:

1. Before the use and development starts, amended plans (three copies) must be submitted and approved to the satisfaction of the Responsible Authority. The plans must be drawn to scale, with dimensions, and be generally in accordance with the plans submitted and assessed with the application but modified to show:
 - a) The 'natural white' colour replaced with a more suitable colour in accordance with an external paint scrape analysis by a conservation architect to establish first colour schemes of the existing heritage fabric (i.e. wall, window and door joinery).
 - b) The deletion of the shade sail associated with the second floor communal terrace area.
 - c) Obscured glass nominated as being 'fixed' with a 'maximum 25% transparency' in accordance with Clause 55.04-6 (Overlooking).
 - d) Provision of external vertical sunscreening/sunshading to all west facing windows.
 - e) The location and details of all heating and cooling systems clearly shown on the plans in accordance with Condition 8.
 - f) Details of the 'green creeper' along the northern elevation.

- g) Details of the car lift system on the basement and ground floor plans.
- h) Any changes to the bin storage area in accordance with Condition 21.
- i) An amended and complete schedule of colours and materials in accordance with Condition 1.a).
- j) The extent of the roof catchment and impervious areas nominated in the accepted STORM Rating Report clearly shown on the plans, and nominate the rainwater tank that the roof catchment area is connected to.
- k) A notation outlining the roof catchment area being collected by the rainwater tank and the number of toilets it is distributing to, as per the accepted STORM Rating Report. The distribution system also clearly annotated on the plans.

Once approved these plans become the endorsed plans of this permit.

- 2. The layout of the site and the size, design and location of the buildings and works permitted must always accord with the endorsed plan and must not be altered or modified without the further written consent of the Responsible Authority.
- 3. A minimum 30 days prior to any building or works commencing, all WSUD details, such as cross sections and/or specifications, to assess the technical effectiveness of the proposed stormwater treatment measures, must be submitted to and be approved by the Responsible Authority.

Where applicable, any stormwater treatment measures (e.g. rainwater tank, raingarden, etc.) contained within the endorsed plans must be included on the stormwater drainage plan, the roof plan and landscape plan as applicable.

- 4. A minimum 30 days prior to any building or works commencing, a Construction and Site Management Plan (CSMP) must be submitted to and be approved by the Responsible Authority detailing the construction activity proposed and the site and environmental management methods to be used. The plan must include, but is not limited to:
 - a) Hours of construction;
 - b) Parking and traffic movement of all workers vehicles and construction vehicles;
 - c) Scaffolding and hoarding for the site;
 - d) Allocated areas for loading and unloading;
 - e) Site evacuation plan and procedure;
 - f) Occupational health and safety policy;
 - g) Hazard identification and control;
 - h) Environmental management and waste minimisation;
 - i) Management of onsite stormwater and contamination: a statement or report outlining all construction measures to be taken to prevent litter, sediments and pollution from entering the stormwater systems.
 - j) Protection of surrounding roads from site contamination and damage including rumble grid and or wash down bay facility;
 - k) Chemical storage;

- l) Noise and vibration;
- m) Risk assessment;
- n) Works timetable; and
- o) Number of workers expected of work on the site at any one time.

Once submitted and approved the works detailed by the Construction and Site Management Plan must be carried out to the satisfaction of the Responsible Authority.

5. A minimum 30 days prior to any building or works being completed, a WSUD Maintenance Program must be submitted to and approved by the Responsible Authority which sets out future operational and maintenance arrangements for all WSUD measures. The program must include, but is not limited to:
 - a) Inspection frequency.
 - b) Cleanout procedures.
 - c) As installed design details/diagrams including a sketch of how the system operates.
 - d) A report confirming completion and commissioning of all WSUD Response initiatives by the author of the WSUD Response and STORM or MUSIC model approved pursuant to this permit, or similarly qualified person or company. This report must be to the satisfaction of the Responsible Authority and must confirm that all initiatives specified in the WSUD Response and STORM or MUSIC model have been completed and implemented in accordance with the approved report.

The WSUD Maintenance Program may form part of a broader Maintenance Program that covers other aspects of maintenance such as a Builder's User Guide or a Building Maintenance Guide.

6. Prior to the issue of an Occupancy Permit, all boundary walls must be cleaned and finished to the satisfaction of the Responsible Authority.
7. The materials, colours, decoration and/or finishes to be applied to the exterior of the building or works as described on the drawings or schedules endorsed to this permit must not be altered without the consent of the Responsible Authority.
8. Service units, including air conditioning units, must not be located on any of the balconies or terrace areas unless appropriately visually and acoustically screened to the satisfaction of the Responsible Authority.
9. Floor levels shown on the endorsed plan(s) must not be altered or modified without written consent of the Responsible Authority.
10. The privacy screens / obscure glazing as shown on the endorsed plans must be installed prior to the occupation of the building.
11. The area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan(s) must be to the satisfaction of the Responsible Authority:
 - a) Be provided and completed prior to the commencement of the use hereby permitted;

- b) Thereafter be maintained;
 - c) Be made available for such use at all times and not used for any other purpose;
 - d) Be properly formed to such levels that it can be used in accordance with the endorsed plan; and
 - e) Be drained and sealed with an all-weather seal coat.
12. Bicycle parking spaces and access must be provided, maintained and kept available for these purposes at all times to the satisfaction of the Responsible Authority.
13. Provision must be made for the drainage of the land including landscaped and pavement areas. The discharge of water from the land must be controlled around its limits to prevent any discharge onto any adjoining or adjacent property or streets other than by means of an underground pipe drain which is discharged to an approved legal point of discharge to the satisfaction of the Responsible Authority.
14. To the satisfaction of the Responsible Authority goods must not be stored or left exposed outside a building so as to be visible from any public road or thoroughfare.
15. The development must be provided with external lighting capable of illuminating access to the car lift, car parking area and pedestrian walkways. Lighting must be located, directed and shielded and of limited intensity so that no nuisance or loss of amenity is caused to any person within or beyond the site to the satisfaction of the Responsible Authority.
16. Noise emitted from the premises must not exceed the permissible noise levels determined in accordance with the State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1.
17. Prior to the commencement of the development an acoustic report prepared by a qualified acoustics expert must be provided to the Responsible Authority and to its satisfaction. This report must detail the noise attenuation measures required to all habitable rooms within the dwellings to ensure minimal impacts from noise sources external to that dwelling. This report must also detail noise attenuation measures required to the car lift and internal car parking areas within the building to ensure minimum internal and external impacts from noise sources within these areas. The recommendations of the acoustic report must be implemented prior to the completion of the development.
18. All security alarms or similar devices installed on the land must be of a silent type approved by the Standards Association of Australia and must be connected to a registered security service.
19. The amenity of the area must not be detrimentally affected by the use of land, through:
- a) Transportation of materials, goods or commodities to or from the land;
 - b) Appearance of any building, works or materials;
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot ash, dust, waste water, waste produces, grit or oil;
 - d) Presence of vermin; or

- e) in any other way
to the satisfaction of the Responsible Authority.
20. The 'green creeper' shown on the endorsed plans must only be used for such purposes and must be constructed, completed and maintained in a proper, tidy and healthy condition to the satisfaction of the Responsible Authority. Any creeper damaged, removed or destroyed must be replaced by a creeper of similar size and variety to the satisfaction of the Responsible Authority.
21. Prior to the commencement of the development, an amended Waste Management Plan must be submitted to and approved to the satisfaction of the Responsible Authority. The amended Waste Management Plan shall be in accordance with the City of Moonee Valley's "Waste Management Plans – Guidelines for Applicants". The plan must include but not be limited to showing and detailing:
- a) Waste generations for retail spaces taken as worst case scenario, with restaurant rates of 660L/day/100sqm of waste and 130L/day/100sqm of recycling to be used. Subsequently increased collections, number of bins and size of the bin store will be required.
 - b) The use of a private contractor to collect waste.
 - c) All bins and/or associated transport devices are to contain rubber tyres, wheel suspension devices or any other measure to minimise noise impacts from the bluestone laneway during collection.
- Once submitted and approved, the plan must be implemented to the satisfaction of the Responsible Authority.
22. Provision must be made for the storage and disposal of garbage to the satisfaction of the Responsible Authority. All garbage storage areas must be screened from public view.
23. Prior to the commencement of buildings and works, the Sustainability Management Plan (SMP) prepared by 'Lucid Consulting Australia' dated 10 November 2014 is to be amended and submitted to the Responsible Authority for approval in accordance with the following:
- a) A written commitment to using low Volatile Organic Compound (VOC) paints, adhesives, sealants, floor coverings and pressed wood products.
 - b) Water heating details to correctly correlate between the SMP and associated STEPS assessment.
 - c) Shower heads and toilets to be 5 star.
 - d) Hand basin and sinks to be 6 star.
 - e) The correct number of toilets being connected to the rainwater tank.
 - f) The correct number of bicycle spaces nominated in the STEPS assessment.
- Once approved, the Sustainability Management Plan is to be implemented and appropriately managed during construction of the proposed building.
24. This permit will expire if one of the following circumstances applies:
- a) The development is not commenced within two (2) years from the date of issue of this permit; or

- b) The development is not completed and the use is not commenced within four (4) years from the date of issue of this permit.

Before the permit expires or within six (6) months afterwards the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

Once the development has commenced the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date within twelve (12) months of the lapse date.

Permit Notes

- This is not a building permit under the Building Act. A separate building permit is required to be obtained for any demolition or building works.
- Before commencement of the development occurs, the applicant should contact the Moonee Valley City Council's Technical Services Department regarding legal point of discharge, new crossings, building over easements, etc.
- This property is located within a Heritage Overlay control area. Planning permission is required for any additional works to the site in accordance with Clause 43.01 of the Moonee Valley Planning Scheme.
- This permit does not authorise any advertising signs except those which are exempted by the Moonee Valley Planning Scheme.
- Owners of properties may be asked to pay an inspection fee and provide a bond to ensure that Council assets in the vicinity of their works are not damaged during construction.
- No on street parking permits will be provided to the occupiers of the subject site.
- All drainage works undertaken must be in accordance with the requirements of Stormwater Drainage Requirements for Development Works as prepared by the Moonee Valley City Council.
- All works undertaken within any existing road reserves must accord with the requirements of the Moonee Valley City Council's Technical Services Department and be to the satisfaction of the Responsible Authority.
- Existing levels along the property line must be maintained. All proposed levels must match to existing surface levels along the property boundary. Council will not accept any modifications to existing levels within any road reserve.

1. Introduction

1.1 Subject Site and Surrounds

The subject site is located on the western side of Norwood Crescent, Moonee Ponds. The site is irregular in shape with a frontage to Norwood Crescent of 13.84 metres and a maximum depth of 38.18 metres resulting in a total area of approximately 473m².

The land has an approximate 0.3 metre fall from the west of the site to the east.

There appears to be no restrictions or easements on the Certificate of Title provided.

The site comprises a double storey render and brick building with associated outbuildings. The existing building has no front setback to Norwood Crescent. Vehicle access is obtained from the Right of Way to the north, west and south of the site. There is no significant landscaping or vegetation on the subject site. There are no street trees located at the front of the site.



Figure 2 – Subject site (No.13 & 15 Norwood Crescent, Moonee Ponds)

The surrounding area is comprised of predominantly activity centre zoned land used and developed for commercial and residential purposes. The subject site is located within the Moonee Ponds Activity Centre, is directly opposite Moonee Ponds Railway Station, adjoins the No.467 bus route and is within close proximity of numerous other public transport options, local businesses and schools. The built form within the vicinity is predominantly single and double storey, with examples of multi-dwelling and multi-storey developments evident nearby. While the built form found within the immediate vicinity predominantly comprises of brick or render external finishes, the broader area is very much eclectic with an emergence of new and contemporary developments nearby.

1.2 Proposal

It is proposed to partially demolish the existing building and construct a four storey building, with basement level, comprising dwellings, a shop and an office with a reduction in car parking requirements and a waiver of loading bay requirements. The proposal can be summarised as follows:

Table 1

Shop area	75 square metres
Office area	45 square metres
No. of dwellings	17 (6 x 2 bedrooms and 11 x 1 bedroom)
No. of car spaces	19 (car stackers within basement)
No. of bicycle spaces	9 (within basement)
Max. building height	12.80 metres
Site coverage	100%
Permeability	0%

Refer **Appendix B** – Plans (separately circulated).

2. Background

2.1 Relevant Planning History

No relevant planning history has been identified for the land.

2.2 Planning Policies & Decision Guidelines

State Planning Policy Framework

Clause 11	Settlement
Clause 15	Built Environment and Heritage
Clause 16	Housing
Clause 17	Economic Development

Local Planning Policy Framework

Clause 21.01	Municipal Profile
Clause 21.02	Key Issues and Influences
Clause 21.03	Vision
Clause 21.04	Sustainable Environment
Clause 21.05	Housing
Clause 21.06	Built Environment
Clause 21.07	Activity Centres
Clause 21.08	Economic Development
Clause 22.03	Stormwater Management (Water Sensitive Urban Design)

Zoning

Clause 37.08	Activity Centre Zone
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Overlays

Clause 43.01 Heritage Overlay

Particular and General Provisions

Clause 52.06 Car Parking

Clause 52.07 Loading and Unloading of Vehicles

Clause 52.34 Bicycle Facilities

Clause 55 Two or More Dwellings on a Lot and Residential Buildings

Clause 65 Decision Guidelines

2.3 Referrals

External

- VicTrack
No objection.

Internal

- Engineering Services Unit
No objection subject to standard drainage conditions.
No objection to the Waste Management Plan subject to conditions.
- Traffic and Transportation Unit
No objection.
- Strategic Planning Unit
No objection subject to support from the Heritage Advisor.
- Urban Design Officer
No objection.
- Heritage Advisor
No objection subject to the provision of a full schedule of colours and materials, and the 'natural white' colour replaced with a more suitable colour in accordance with an external paint scrape analysis by a conservation architect to establish first colour schemes of the existing heritage fabric (i.e. wall, window and door joinery).
- ESD Officer
No objection subject to conditions.

2.4 Public Notification of the Application

Pursuant to Section 52 of the Planning and Environment Act 1987 the application was advertised by mail to adjoining and surrounding properties, with two notices erected on site for 14 days.

As a result, seventeen (17) objections were received from the properties contained within **Appendix A** of this report.

A response to the objections is provided in Section 3.9 of this report.

2.5 Consultation Meeting

A Consultation Meeting was held on 23 April 2015, attended by Councillor Nation, objectors, the applicant and Council's Planning Officer. No resolution was achieved at this meeting.

3. Discussion

3.1 State Planning Policy Framework (SPPF)

The relevant State Planning Policy Framework clauses are considered to be met. For the large part State Planning objectives seek to encourage urban consolidation in locations which take advantage of existing commercial and community services and public transport. The subject site is located within the Moonee Ponds Activity Centre under *Plan Melbourne: Metropolitan Planning Strategy*, is located directly opposite Moonee Ponds Railway Station and is within close proximity of numerous local businesses, schools and public transport options. The location of the subject site is considered to lend support for a more intensive form of residential development.

The proposal contributes to the objective of housing diversity by providing a mix of dwelling sizes in various configurations which will cater for the increasingly diverse needs of future residents.

3.2 Local Planning Policy Framework (LPPF)

The proposal complies with Clause 21.04 (Sustainable Environment) through the use of ecologically sustainable design principles. It is noted that the proposed development includes a 5,000 litre rainwater tank and a 5kW photovoltaic system, which is considered suitable. As mentioned earlier, Council's ESD Officer recommended the inclusion of conditions relating to the submitted Sustainability Management Plan (SMP) and these are to be included on any permit granted accordingly.

The proposed development also accords with the objectives of Clause 21.04-7 (Waste) as it integrates waste management and recycling facilities in order to achieve best practice in waste minimisation and recycling, subject to conditions as referenced in Section 2.3 of this report. An amended waste management plan will be required as a condition on any permit granted accordingly.

The proposal complies with the objectives and strategies of Clause 21.05 (Housing) by increasing housing opportunities to meet growing population needs, providing a diversity of housing choice in a well-established area with access to public transport options and local/community services.

The proposal responds to the objectives and strategies of Clause 21.06-2 (Heritage) in the following manner:

- The proposed development carefully considers the historic quality of this heritage place through the retention of the existing shopfront associated with No.13 Norwood Crescent, with relatively minor demolition works. The proposed development will retain much of the primary and significant fabric of the existing shopfront associated with No.13 Norwood Crescent, including the mansard tower, with demolition works predominantly to the rear of this and at No.15 Norwood Crescent. As the extent of demolition works would not compromise the integrity of the existing heritage building, they are considered acceptable in this instance. Therefore, the significant and historic fabric of the existing heritage building will be conserved along with much of the existing streetscape character. It is also noted that the adaptive reuse of the building, particularly with the proposed shop and office uses at ground level along Norwood Crescent, would help activate the streetscape and rejuvenate this section of Norwood Crescent. However, the proposed white colour for the historic building is considered to be too stark and is to be revised in accordance with referral comments from Council's Heritage Advisor, and this is to be a condition on any permit granted.
- The proposed additions to the rear and side of the site are contemporary in design while still being respectful of the existing heritage character. The proposed additions would complement the existing historic fabric as well as other contemporary additions approved along Holmes Road to the south. It is noted that the rear additions would be set back approximately 13-15 metres from the front façade of No.13 Norwood Crescent, which would help obscure the additions from a number of vantage points, minimising impacts on principal view lines and the streetscape. The staggered height of the proposed development is respectful of existing buildings and emerging developments nearby, while recognising that the site is located within an Activity Centre which encourages housing growth and higher density development.

It is noted that the proposed contemporary mansard roof design associated with the upper floor additions complements the existing mansard tower associated with the heritage building at No.13 Norwood Crescent. However, the proposed second floor shade sail towards the front of the site is considered to be too prominent along the streetscape and should be removed as a result. Therefore, subject to a revised colour scheme to the historic shopfront and deletion of the second floor shade sail, the proposed development is considered to be sympathetic and integrates well with surrounding buildings.

Clause 21.06-4 (Urban Design) aims to achieve contemporary development that is innovative, legible and designed in a manner that responds to its location and context through a number of strategies:

- The proposed development achieves visual interest and articulation along Norwood Crescent through the retention of the historic fabric associated with the shopfront at No.13 Norwood Crescent, which contains a high level of character, visual interest and design articulation. The additions to the rear and side would be contemporary in design with the proposed colour/material palette complementing that of the site and surrounding area. The staggered

height, recessed upper levels from Norwood Crescent and provision of a mansard roof style design to the upper levels help reduce potential visual bulk presenting to the public and private realm while also minimising amenity impacts. The design and built form would also help maximise visual interest from various viewpoints where the rear and side additions would be visible. Therefore, the proposed development is considered to respond to its location and context in an appropriate manner.

With regard to on-site amenity, all proposed habitable rooms have a window with direct access to daylight and no reliance on borrowed light. While some south facing bedrooms rely on daylight through an open-sided walkway, this is considered acceptable given the predominant purpose of bedrooms is for sleeping. Each dwelling is provided with a terrace or balcony area ranging from 7m² to 10m². While three balconies are less than the 8m² required by Clause 55.05-4 (Private Open Space), this is considered acceptable given the modest size of these single bedroom dwellings. This also allows for additional diversity within the development. The majority of terrace and balcony areas are located to the north of the site, which allows for a high level of solar access. While Dwelling 5 has a terrace area directly abutting an internal wall to the north, this dwelling is within the first floor level of the heritage building to be retained and has a number of inherent design constraints as a result. Dwelling 5 is also considered to be unique and provides additional diversity within the development. Each dwelling is provided with 6m³ storage cages within the basement floor level. Therefore the proposed development is considered to have a high level of on-site amenity, particularly given the constraints of the site.

- While the subject site is not a large or consolidated site, the proposal would significantly enhance interactions, visual interest and passive surveillance to Norwood Crescent, while also creating improved visual and physical links to adjoining laneways and Moonee Ponds Railway Station.
- As the subject site is located within an Activity Centre Zone and currently has minimal permeability, it is considered reasonable to expect full site coverage for an efficient use of the land. The retention of the heritage shopfront will ensure a consistent front building line is maintained along this section of Norwood Crescent. The siting of the proposed additions to the rear and side of the existing heritage building is considered appropriate as it would minimise impacts on the streetscape and heritage character of the site and surrounding area. It is noted that a number of properties nearby contain a high level of site coverage, with additions and buildings located towards the rear. The proposed setbacks from adjoining properties are considered appropriate as there would continue to be adequate spacing and visual relief between adjoining buildings and the proposed development. While this is largely due to the setting of the site being surrounded by roads/laneways, this provides a unique opportunity for the benefit of the site and proposed development. Therefore, it is considered that the proposed siting of the development adequately responds to the opportunities, constraints and features of the site and surrounding area.

- The surrounding properties within the Activity Centre Zone would continue to maintain a reasonable level of amenity given the zoning and location of the site in the context of the surrounding area. The siting and design of the proposed additions would minimise amenity impacts and ensure that adjoining properties are not significantly affected by visual bulk, overlooking, access to daylight or overshadowing. While one dwelling within the recent development of No.16 Holmes Road to the south contains existing habitable room windows and a first floor balcony in close proximity to the subject site, it is considered that there is adequate separation between the buildings to allow an adequate level of amenity in the context of an Activity Centre area.

With regard to Clause 55.04-3 (Daylight to Existing Windows) the required setback from the existing northern living room window of No.16 Holmes Road is 4.475 metres. The proposed development has a setback of 3.65 metres from this window, which is a non-compliance of 0.825 metres. However, given this existing living room is an open plan area with the meals and kitchen area, which provide additional north and east facing windows that meet the requirements of this standard, the proposal is considered acceptable in this instance.

With regard to Clause 55.04-4 (North-facing Windows) the existing north facing living room window is set back more than three metres from the southern boundary of the subject site and therefore meets the requirements of this standard.

While there would be some additional overshadowing to the first floor balcony of the northern dwelling associated with No.16 Holmes Road, this is considered negligible given the extent of existing shadows and the context of the surrounding area. This existing first floor balcony would still receive adequate solar access throughout the day, as shown on shadow diagram and section plans submitted to Council. It is noted that a strict application of the quantitative requirements of the ResCode standards is not appropriate to the subject site as it is located within an Activity Centre where higher densities are expected and not within a typical residential streetscape.

The southern elevation of the proposed development has been designed and treated to prevent overlooking into the northern dwelling associated with No.16 Holmes Road, in accordance with the requirements of Clause 55.04-6 (Overlooking).

- The proposed development would present a well-integrated development with a sense of address and clearly articulated façades, with defined pedestrian accessways from Norwood Crescent and abutting laneways. The proposed shop and office entrances would be clearly visible from Norwood Crescent while the residential lobby area along the northern laneway would contain a defined entrance and canopy that would provide shelter and be visible from the streetscape.
- As the existing heritage shopfront of No.13 Norwood Crescent is to be retained, this will help maintain an attractive and interesting built form that will help the overall development integrate with its surroundings. External finishes of the proposed additions to the rear and side predominantly comprise of

copper lustre brickwork, beige and white coloured render, titanium zinc metal panel cladding and laser cut metal panels. Other than the stark white coloured render to the existing heritage fabric as discussed earlier, the proposed external finishes are considered to respect the existing heritage character of the site and would integrate the proposed development with its surroundings. The varied use of colours and materials, coupled with the transition in built form and staggered setbacks will create an attractive and visually interesting built form.

- The subject site is not a typical corner site and is therefore limited with respect to highlighting key corners and intersections. However, the proposed development is respectful of the surrounding built form and would retain and enhance the value of the existing streetscape.
- The subject site is located within Precinct 5B of the Activity Centre Zone (ACZ1), which has a preferred building height of 11 metres. While the proposed development has a maximum building height of 12.80 metres, the additions above 11 metres in height have been well recessed from Norwood Crescent. The additional 1.50-1.80 metre of height for the proposed additions well set back from Norwood Crescent would significantly reduce visual impacts on the streetscape and longer range views. The retention of the primary and significant heritage fabric associated with No.13 Norwood Crescent demonstrates an exemplary urban design outcome for the site and surrounding area. The retention of the existing heritage shopfront of No.13 Norwood Crescent, which is of local historic and aesthetic significance to Moonee Ponds, also provides a net community benefit.

It is considered that the proposed development provides a good balance between the retention of heritage buildings and the provision of housing growth and higher density development within an Activity Centre nominated under *Plan Melbourne*. Therefore, the 1.50-1.80 metre building height non-compliance is considered acceptable in this instance.

- The proposed development would not negatively impact on flight safety given its relatively modest height and distance from Essendon Airport.

Clause 21.07 (Activity Centres) is applicable in this instance and builds on the objectives and strategies of the State Planning Policies, in particular Clause 11 (Settlement). The subject site is located within the Moonee Ponds Activity Centre (MPAC) as identified in *Plan Melbourne*. The proposed mixed-use development continues to promote commercial and residential growth within this area. The MPAC Structure Plan and Activity Centre Zone Schedule 1 have been considered in the design and assessment of the proposed development, to which there is a high degree of compliance. While the proposed building height for the subject site exceeds the preferred building height of Precinct 5B (Holmes precinct), this is considered acceptable as discussed earlier.

With regard to Clause 21.08 (Economic Development), it is considered that the proposed development would contribute to and enhance this section of Norwood Crescent in terms of employment and business. It is noted that the proposed shop is an 'as-of-right' use while the proposed office is an appropriate use within the

Activity Centre Zone, as discussed within Section 3.3 of this report. The proposed development is considered acceptable accordingly.

The proposal complies with Clause 22.03 Stormwater Management (Water Sensitive Urban Design) and meets the required on-site stormwater treatment as demonstrated by achieving at least 100% on the STORM Rating Report. As mentioned earlier, Council's ESD Officer recommended the inclusion of notations on the plans to correlate with the STORM Rating Report and these are to be included as conditions on any permit granted accordingly.

3.3 Compliance with Clause 37.08 (Activity Centre Zone)

It is considered that the use of the land for dwellings and an office is acceptable within an Activity Centre Zone. Three dwellings are located at ground level, however these are located to the rear of the site away from Norwood Crescent and help activate the adjoining laneway to the north of the site. While the office frontage to Norwood Crescent exceeds two metres in width, the remaining frontage addressing Norwood Crescent comprises an 'as-of-right' shop use to provide appropriate activation of the streetscape. Furthermore, the proposed office use provides an acceptable transition in uses along Norwood Crescent, from retail to the south and offices to the north. As the proposed development is not located within close proximity of existing residential areas, and helps maintain and enhance the east/west connection through Precinct 5 of the Moonee Ponds Activity Centre, it accords with the relevant objectives of this zone.

The proposed development requires a permit under Clause 37.08-5 (Buildings and Works). As discussed within Section 3.2 of this report, the proposal is considered to be a good design outcome for the site and surrounding area.

3.4 Compliance with Clause 43.01 (Heritage Overlay)

The subject site is located within a Heritage Overlay (HO89) and requires a planning permit for demolition, alterations and additions to the existing building. As discussed within Section 3.2 of this report, the proposal is considered to be a good design outcome for the subject site. Council's Heritage Advisor has no objection to the plans subject to the inclusion of conditions on any permit granted as outlined within Section 2.3 of this report. Therefore, the proposal is considered acceptable in this instance.

3.5 Compliance with Clause 52.06 (Car Parking)

The proposal includes a reduction in car parking requirements, as set out in the table below:

Table 2

Unit	Requires	Provides
17 Dwellings (6 x 2 bedrooms and 11 x 1 bedroom)	17	17
Shop (75m ²)	3	1
Office (45m ²)	1	1
Residential visitors	3	0
Total	24	19

As discussed under Section 2.3 of this report, Council's Traffic and Transportation Unit have no objection to the proposed development.

With regard to the reduction in shop and visitor car parking requirements, the subject site is located directly opposite the Moonee Ponds Railway Station and No.467 bus route which provide alternate modes of transport to and from the subject site. The proposed development also provides for nine bicycle spaces on-site, which can potentially be utilised by visitors to the proposed development. It is also noted that there are numerous on-street car spaces available nearby that can be utilised by both shoppers and visitors, with a substantial increase in capacity for residential visitors outside of business trading hours. Such measures would all help offset the shop and visitor car parking spaces not being provided for on-site.

With regard to traffic generation, the proposed development is expected to generate approximately six vehicle trips per peak hour and up to 54 vehicle trips over an entire day. These traffic generation rates are well within the maximum car lift service rate of 30 vehicle trips per hour. Given the low site traffic, low existing Right of Way traffic volumes and low probability of occurrence for queuing, the car lift arrangement is considered acceptable in this instance.

It is not anticipated that the proposed development will generate a cumulative impact or have an adverse effect on the local road network.

3.6 Compliance with Clause 52.07 (Loading and Unloading of Vehicles)

Clause 52.07 triggers loading and unloading requirements for the shop within the proposed development. The proposed shop is relatively small and it is generally accepted that deliveries to shops of this scale are delivered by a van or car. Such vehicles would utilise on-street car parking, or nearby loading zones, for short periods of time to drop off goods. Council's Traffic and Transportation Unit have no objection to this arrangement. In addition to this, it is noted that VCAT commonly waive loading and unloading requirements for small commercial premises similar to that contained within the proposed development.

In light of the above, it is considered appropriate to waive the loading bay requirements in this instance.

3.7 Compliance with Clause 52.34 (Bicycle Facilities)

The proposal includes bicycle spaces, as set out in the table below:

Table 3

Unit	Requires	Provides
17 Dwellings	3	5
Residential visitors	2	2
Retail/office employees	0	2
Retail/office visitors	0	0
Total	5	9

As demonstrated in the table above, the proposed development complies with the requirements of this clause.

3.8 Clause 55 (ResCode) Assessment

Given the location of the site within an Activity Centre Zone where higher density developments are encouraged, it is considered that an assessment against the objectives and strategies of Clause 21.06-4 (Urban Design) is more appropriate in this instance. It is noted that the relevant objectives, standards and decision guidelines of Clause 55 have been considered within Section 3.2 of this report.

3.9 Objections

Table 4

Issue	Officer Response
Overdevelopment / size, height and density	This is considered acceptable as discussed within Sections 3.1 and 3.2 of this report.
Impacts on character and heritage	This is considered acceptable as discussed within Sections 3.2 and 3.4 of this report.
Demolition of the existing façade associated with No.15 Norwood Crescent	The Statement of Significance for the subject site states that “non-original alterations and additions to the house including the building at 15 Norwood Crescent are not significant.” Furthermore, a site visit was conducted with Council’s Heritage Advisor with no evidence that the façade or frontage of the building at No.15 Norwood Crescent is part of the alleged 1900’s Victorian building.
Building design	This is considered acceptable as discussed within Sections 2.3 and 3.2 of this report.
Overshadowing / access to daylight	This is considered acceptable as discussed within Section 3.2 of this report.

Noise	Suitable conditions to minimise potential noise impacts on adjoining properties, from the proposed development, are to be included on any permit granted. However, it is noted that any residential noise emitted from the proposed development would be subject to the same EPA noise regulations as any other residential development within the area. The close proximity of the proposed development to Moonee Ponds Railway Station will require an acoustic report as a condition on any permit granted in order to minimise noise impacts on any future residents.
Car parking and traffic issues	This is considered acceptable as discussed within Sections 2.3 and 3.5 of this report.
Waiver of loading requirements	This is considered acceptable as discussed within Section 3.6 of this report.
Waste management and collection	This is considered acceptable subject to changes discussed within Sections 2.3 and 3.2 of this report. An amended Waste Management Plan will be required as a condition on any permit granted. It is also noted that the bluestone laneway to the south could cause noise impacts on surrounding properties if bins are being transferred to Norwood Crescent during early morning hours and therefore all bins and/or associated transport devices are to contain rubber tyres, wheel suspension devices or any other measure to minimise noise impacts on surrounding properties.
Small size of proposed dwellings and internal amenity impacts	This is considered acceptable as discussed within Section 3.2 of this report. It is also noted that it is not uncommon for smaller apartments to be found opposite railway stations as they contribute to housing affordability and can provide a suitable housing alternative to people that cannot afford larger dwellings in established and inner-city areas (i.e. single professionals, young couples, etc.).
Safety impacts	This is considered acceptable as discussed within Sections 3.2 and 3.5 of this report. It is not uncommon for vehicles and pedestrians to share laneways for access purposes, and a certain level of caution will need to be displayed by all users accordingly. The abutting laneway to the north, which provides pedestrian access to the residential lobby area, is wider than typical laneways and provides 4.57 metres of passing area between vehicles and pedestrians. This is considered

	satisfactory. It is also noted that the proposed development will provide additional interaction, baffled lighting and passive surveillance to the adjoining laneways, which should improve safety and security within these public accessways.
Impacts on amenity, health, quality of life, study, work, potential income and cost of living	Potential amenity impacts are discussed within Section 3.2 of this report, and considered acceptable in this instance. Overall, the proposed development would not significantly or detrimentally impact on the concerns raised. No evidence has been provided to support such claims.
Construction impacts on surrounding properties	A Construction Management Plan will be required as a condition on any permit granted in order to minimise potential construction impacts on surrounding properties.
Additional revenue for Council	This is not a valid planning consideration.
Reduction in property values	This is not a valid planning consideration.

4. Human Rights

The application process and decision making is in line with the Victorian Charter of Human Rights and Responsibilities 2006 (Section 18 – Taking part in public life).

5. Conclusion

The application has been assessed against the relevant provisions of the State Planning Policy Framework, Local Planning Policy Framework, Zoning and Overlay controls, the relevant Particular and General Provisions, and the decision guidelines at Clause 65 of the Moonee Valley Planning Scheme. It is considered that the proposal demonstrates general compliance with the requirements of these provisions and policies. The application is supported as detailed above in the recommendation section.

APPENDIX A

Location of Objectors Properties

23 Norwood Crescent, MOONEE PONDS VIC 3039
2/8 Sydenham Street, MOONEE PONDS VIC 3039
3/20 Ridge Road, OAK PARK VIC 3046
11 Learmonth Street, MOONEE PONDS VIC 3039
1 Winchester Street, MOONEE PONDS VIC 3039
21 Norwood Crescent, MOONEE PONDS VIC 3039
1 Sydenham Street, MOONEE PONDS VIC 3039
9 Marshall Street, MOONEE PONDS VIC 3039
45 Winchester Street, MOONEE PONDS VIC 3039
6/16 Holmes Road, MOONEE PONDS VIC 3039
3/20 Ridge Road, OAK PARK VIC 3046
3/19 Norwood Crescent, MOONEE PONDS VIC 3039
18 Holmes Road, MOONEE PONDS VIC 3039
PO Box 1086, MOONEE PONDS VIC 3039
5/16 Holmes Road, MOONEE PONDS VIC 3039
1/16 Holmes Road, MOONEE PONDS VIC 3039 (X2 objections)

9.2 168 and 170 Pascoe Vale Road, Moonee Ponds (Lot 1 TP410776L & Lot 1 TP344547T) - Construction of a four storey building, use of the land for dwellings, a reduction in car parking requirements and a waiver of loading bay requirements

File No: MV/902/2014
Author: Principal Town Planner
Directorate: City Works & Development
Ward: Myrnong

Proposal	<ul style="list-style-type: none">• Four storey building• 13 dwellings and a shop• Reduction in shop and visitor car parking requirements• Waiver of loading bay requirements
Applicant	Terrain Consulting Group
Owner	Langford Development Group Pty Ltd
Planning Scheme Controls	<ul style="list-style-type: none">• Commercial 1 Zone• No overlays
Planning Permit Requirement	Clause 34.01-2 – Use of the land for dwellings Clause 34.01-4 – Construct a building or construct or carry out works Clause 52.06-3 – Reduction in car parking requirements Clause 52.07 – Waiver of loading bay requirements
Car Parking Requirements (Clause 52.06)	Required: 19 car spaces Provided: 15 car spaces
Bicycle Requirements	Required: 4 bicycle spaces Provided: 7 bicycle spaces
Restrictive Covenants	None
Easements	None

Site Area	570 square metres
Number Of Objections	6
Consultation Meeting	Not applicable

Executive Summary

- The application seeks planning approval for the construction of a four storey building, use of the land for dwellings, a reduction in car parking requirements and a waiver of loading bay requirements.
- The site has an area of 570 square metres and is located on the eastern side of Pascoe Vale Road, Moonee Ponds. The site comprises an existing single storey brick building and single storey weatherboard building.
- The application was advertised and six objections were received. The concerns raised related to overdevelopment, visual bulk, height, lack of setbacks, character, car parking, traffic, impacts on use of Right of Way, waiver of loading requirements, setting a precedent, similar development at 144 Pascoe Vale Road was rejected, overlooking, access to daylight, height and extent of northern boundary wall, impacts on existing Lilly Pilly trees adjacent to northern property boundary, lack of landscaping/gardens, removal of large existing trees on site and noise impacts from car stackers.
- A Consultation Meeting was not held as less than 10 objections were received by Council.
- Amended plans were received by Council on 24 April 2015, under Section 57A of the Planning and Environment Act 1987. The amended plans demonstrate relocation of the lift so that it does not abut the existing light court associated with the property to the south at No.166 Pascoe Vale Road. These amended plans were not advertised as the changes were considered to be positive without causing material detriment.
- The application was externally referred to VicRoads and internally referred to Council's Engineering Services Unit, Traffic and Transportation Unit, Urban Designer and Environmental Sustainable Development (ESD) Officer. Conditional support to the application was provided.
- This assessment report finds that the proposal demonstrates an adequate level of compliance with the relevant policies and provisions of the Moonee Valley Planning Scheme, and recommends that a Notice of Decision to Grant a Permit be issued subject to conditions.



Figure 1 – Aerial photo of the subject site and surrounds

Recommendation

That Council issue a Notice of Decision to Grant a Permit in relation to Planning Permit Application No. MV/902/2014 for the construction of a four storey building, use of the land for dwellings, a reduction in car parking requirements and a waiver of loading bay requirements at No.168 and 170 Pascoe Vale Road, Moonee Ponds (Lot 1 TP410776L and Lot 1 TP344547T), subject to the following conditions:

1. Before the use and development starts, amended plans (three copies) must be submitted and approved to the satisfaction of the Responsible Authority. The plans must be drawn to scale, with dimensions, and be generally in accordance with the plans submitted and assessed with the application but modified to show:
 - a) The rear car park door opening increased to a minimum of 8.5 metres in width.
 - b) Provision of an uninhibited corner splay to the south-east corner of the site, with the bin storage area set back 2.5 metres from the rear property boundary as a result of this.
 - c) Modifications to the bin and residential storage areas to meet the requirements of Conditions 1.a) and 1.b).
 - d) The bin storage area doors modified so that they do not swing into the car parking area.
 - e) A notation that the bicycle hoop at the front of the site is to meet Council's requirements and design guidelines.
 - f) The second floor northern balconies for Dwellings 2.03 and 2.04 and the third floor northern balcony for Dwellings 3.02 and 3.03 treated/screened in accordance with the requirements of Clause 55.04-6 (Overlooking).

- g) The second floor east facing bedroom window for Dwelling 2.02 and the second floor west facing bedroom window for Dwelling 2.04 to meet the requirements of Clause 55.04-6 (Overlooking).
- h) Openable portions to the corridor windows to utilise natural ventilation.
- i) All east and west facing habitable room windows provided with external adjustable shading.
- j) The location and details of all heating and cooling systems clearly shown on the plans in accordance with Conditions 7 and 20.
- k) Internal east and west elevation plans.

Once approved these plans become the endorsed plans of this permit.

- 2. The layout of the site and the size, design and location of the buildings and works permitted must always accord with the endorsed plan and must not be altered or modified without the further written consent of the Responsible Authority.
- 3. A minimum 30 days prior to any building or works commencing, all WSUD details, such as cross sections and/or specifications, to assess the technical effectiveness of the proposed stormwater treatment measures, must be submitted to and be approved by the Responsible Authority.
- 4. A minimum 30 days prior to any building or works commencing, a Construction and Site Management Plan (CSMP) must be submitted to and be approved by the Responsible Authority detailing the construction activity proposed and the site and environmental management methods to be used. The plan must include, but is not limited to:
 - a) Hours of construction;
 - b) Parking and traffic movement of all workers vehicles and construction vehicles;
 - c) Scaffolding and hoarding for the site;
 - d) Allocated areas for loading and unloading;
 - e) Site evacuation plan and procedure;
 - f) Occupational health and safety policy;
 - g) Hazard identification and control;
 - h) Environmental management and waste minimisation;
 - i) Management of onsite stormwater and contamination: a statement or report outlining all construction measures to be taken to prevent litter, sediments and pollution from entering the stormwater systems.
 - j) Protection of surrounding roads from site contamination and damage including rumble grid and or wash down bay facility;
 - k) Chemical storage;
 - l) Noise and vibration;
 - m) Risk assessment;
 - n) Works timetable; and

- o) Number of workers expected of work on the site at any one time.

Once submitted and approved the works detailed by the Construction and Site Management Plan must be carried out to the satisfaction of the Responsible Authority.

- 5. A minimum 30 days prior to any building or works being completed, a WSUD Maintenance Program must be submitted to and approved by the Responsible Authority which sets out future operational and maintenance arrangements for all WSUD measures. The program must include, but is not limited to:
 - a) Inspection frequency.
 - b) Cleanout procedures.
 - c) As installed design details/diagrams including a sketch of how the system operates.
 - d) A report confirming completion and commissioning of all WSUD Response initiatives by the author of the WSUD Response and STORM or MUSIC model approved pursuant to this permit, or similarly qualified person or company. This report must be to the satisfaction of the Responsible Authority and must confirm that all initiatives specified in the WSUD Response and STORM or MUSIC model have been completed and implemented in accordance with the approved report.

The WSUD Maintenance Program may form part of a broader Maintenance Program that covers other aspects of maintenance such as a Builder's User Guide or a Building Maintenance Guide.

- 6. Prior to the issue of an Occupancy Permit, all boundary walls must be cleaned and finished to the satisfaction of the Responsible Authority.
- 7. Service units, including air conditioning units, must not be located on any of the balconies or terrace areas unless appropriately visually and acoustically screened to the satisfaction of the Responsible Authority.
- 8. Floor levels shown on the endorsed plan(s) must not be altered or modified without written consent of the Responsible Authority.
- 9. The privacy screens / obscure glazing as shown on the endorsed plans must be installed prior to the occupation of the building.
- 10. The area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan(s) must be to the satisfaction of the Responsible Authority:
 - a) Be provided and completed prior to the commencement of the use hereby permitted;
 - b) Thereafter be maintained;
 - c) Be made available for such use at all times and not used for any other purpose;
 - d) Be properly formed to such levels that it can be used in accordance with the endorsed plan; and
 - e) Be drained and sealed with an all-weather seal coat.

11. Bicycle parking spaces and access must be provided, maintained and kept available for these purposes at all times to the satisfaction of the Responsible Authority.
12. Provision must be made for the drainage of the land including landscaped and pavement areas. The discharge of water from the land must be controlled around its limits to prevent any discharge onto any adjoining or adjacent property or streets other than by means of an underground pipe drain which is discharged to an approved legal point of discharge to the satisfaction of the Responsible Authority.
13. An on-site stormwater detention drainage system must be installed on the subject land to the satisfaction of the Responsible Authority. Prior to the commencement of building and works a drainage layout plan, together with computations and manufacturers specifications, must be prepared by a suitably qualified Civil Engineer and submitted to and approved by the Responsible Authority. Once approved by the Responsible Authority the plan must be carried out to the satisfaction of the Responsible Authority.
14. The development must be provided with external lighting capable of illuminating access to the car parking area, each car parking space and pedestrian walkways. Lighting must be located, directed and shielded and of limited intensity so that no nuisance or loss of amenity is caused to any person within or beyond the site to the satisfaction of the Responsible Authority.
15. Prior to the commencement of the development an acoustic report prepared by a qualified acoustics expert must be provided to the Responsible Authority and to its satisfaction. This report must detail the noise attenuation measures required to all habitable rooms within the dwellings to ensure minimal impacts from noise sources external to that dwelling. This report must also detail noise attenuation measures required to the car stackers and internal car parking areas within the building to ensure minimum internal and external impacts from noise sources within these areas. The recommendations of the acoustic report must be implemented prior to the completion of the development.
16. All security alarms or similar devices installed on the land must be of a silent type approved by the Standards Association of Australia and must be connected to a registered security service.
17. Before the development starts, or any trees or vegetation removed, a landscape plan (three copies) prepared by a suitably qualified person or firm shall be submitted to and approved to the satisfaction of the Responsible Authority. The plans must be drawn to scale, with dimensions, and be generally in accordance with the plans submitted with the application but modified to show:
 - a) Plans to accord with Condition 1 of this permit.
 - b) A planting schedule of all proposed vegetation (trees, shrubs and ground covers) which includes, botanical names, common names, pot size, mature size and total quantities of each plant.
 - c) The use of drought tolerant and suitable planter box species.

Once approved these plans become the endorsed plans of this permit. Landscaping in accordance with this approved plan and schedule shall be completed before the building is occupied.

18. The garden areas shown on the endorsed plan and schedule must only be used as gardens and must be constructed, completed and maintained in a proper, tidy and healthy condition to the satisfaction of the responsible authority. Any tree or shrub damaged, removed or destroyed must be replaced by a tree or shrub of similar size and variety to the satisfaction of the Responsible Authority.
19. Prior to the commencement of the development, the applicant shall submit a Waste Management Plan to the Responsible Authority for approval. The Waste Management Plan shall be in accordance with the City of Moonee Valley's "Waste Management Plans – Guidelines for Applicants" and once approved shall be implemented to the satisfaction of the Responsible Authority.
20. Prior to the commencement of buildings and works, the Environmentally Sustainable Design (ESD) report, and associated appendices, prepared by 'Low Impact Development Consulting' dated 16 February 2015 is to be amended and submitted to the Responsible Authority for approval in accordance with the following:
 - a) Shower heads and washing machines to be a minimum of 4 stars with regard to water efficiency.
 - b) Once approved, the ESD report is to be implemented and appropriately managed during construction of the proposed building.
21. This permit will expire if one of the following circumstances applies:
 - a) The development is not commenced within two (2) years from the date of issue of this permit; or
 - b) The development is not completed and the use is not commenced within four (4) years from the date of issue of this permit.

Before the permit expires or within six (6) months afterwards the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date.

Once the development has commenced the owner or occupier of the land may in writing request the Responsible Authority to extend the expiry date within twelve (12) months of the lapse date.

Permit Notes

- This is not a building permit under the Building Act. A separate building permit is required to be obtained for any demolition or building works.
- Before commencement of the development occurs, the applicant should contact the Moonee Valley City Council's Technical Services Department regarding legal point of discharge, new crossings, building over easements, etc.
- This permit does not authorise any advertising signs except those which are exempted by the Moonee Valley Planning Scheme.
- Owners of properties may be asked to pay an inspection fee and provide a bond to ensure that Council assets in the vicinity of their works are not damaged during construction.
- No on street parking permits will be provided to the occupiers of the subject site.

- It is recommended that the required on-site detention system be designed to limit the rate of stormwater discharge from the property to pre-development levels in accordance with the following calculation; $C=0.4$, $t_c=5\text{mins}$, ARI 1 in 5. An ARI of 1 in 10 should be used for storage and the greater of post development C or $C=0.80$.
- All drainage works undertaken must be in accordance with the requirements of Stormwater Drainage Requirements for Development Works as prepared by the Moonee Valley City Council.
- All works undertaken within any existing road reserves must accord with the requirements of the Moonee Valley City Council's Technical Services Department and be to the satisfaction of the Responsible Authority.
- Council will not accept any modifications to existing levels within the road reserve or to any Right of Way. Any change in levels to match existing surface levels along property boundary lines must be made within the property boundary.

1. Introduction

1.1 Subject Site and Surrounds

The subject site is located on the eastern side of Pascoe Vale Road, Moonee Ponds. The site is regular in shape with a frontage to Pascoe Vale Road of 14.63 metres and a maximum depth of 39.01 metres resulting in a total area of approximately 570m².

The land has an approximate 1.0 metre fall from the north-west of the site to the south-east.

There appears to be no restrictions or easements on the Certificate of Title provided.

The site comprises a single storey brick building, a single storey weatherboard building and associated outbuildings. The existing brick building has no front setback to Pascoe Vale Road while the existing weatherboard building has a minimum front setback of 5.2 metres to Pascoe Vale Road. There are no crossovers at the front of the site along Pascoe Vale Road. Vehicle access is obtained from the Right of Way (ROW) to the east of the site. There is no significant landscaping or vegetation on the subject site. There are no street trees located at the front of the site.



Figure 2 – Subject site (No.168 and 170 Pascoe Vale Road, Moonee Ponds)

The surrounding area is comprised of predominantly commercial and residential zoned land used and developed for commercial and residential purposes. The subject site directly abuts an arterial road (Pascoe Vale Road) and the No.59 tram route. The site is also located within close proximity of numerous bus routes, local businesses, schools (including St. Monica's Parish Primary School) and public reserves (including Queens Park). The built form within the vicinity is predominantly single and double storey, with numerous examples of multi-dwelling and multi-storey developments evident nearby. While the built form along this section of Pascoe Vale Road is very much eclectic, with no strong urban character, there is an emergence of new and contemporary developments nearby.

1.2 Proposal

It is proposed to construct a four storey building comprising a shop and dwellings with a reduction in car parking requirements and a waiver of loading bay requirements. The proposal can be summarised as follows:

Table 1

Shop area	87 square metres
No. of dwellings	13 (1 x 3 bedrooms and 12 x 2 bedrooms)
No. of car spaces	15
No. of bicycle spaces	7
Max. building height	13.77 metres
Site coverage	100%
Permeability	0%

Refer **Appendix B** – Plans (separately circulated).

2. Background

2.1 Relevant Planning History

168 Pascoe Vale Road, Moonee Ponds

No relevant planning history has been identified for the land.

170 Pascoe Vale Road, Moonee Ponds

Planning Permit MV/14226/2001 was approved on 30 March 2001 for change of use – from shop to dwelling.

2.2 Planning Policies & Decision Guidelines

State Planning Policy Framework

Clause 11	Settlement
Clause 15	Built Environment and Heritage
Clause 16	Housing
Clause 17	Economic Development

Local Planning Policy Framework

Clause 21.01	Municipal Profile
Clause 21.02	Key Issues and Influences
Clause 21.03	Vision
Clause 21.04	Sustainable Environment
Clause 21.05	Housing
Clause 21.06	Built Environment
Clause 21.08	Economic Development
Clause 22.03	Stormwater Management (Water Sensitive Urban Design)

Zoning

Clause 34.01	Commercial 1 Zone
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Particular and General Provisions

Clause 52.06	Car Parking
Clause 52.07	Loading and Unloading of Vehicles
Clause 52.34	Bicycle Facilities
Clause 55	Two or More Dwellings on a Lot and Residential Buildings
Clause 65	Decision Guidelines

2.3 Referrals

External

- VicRoads
No objection.

Internal

- Engineering Services Unit
No objection subject to standard drainage conditions.
No objection to the Waste Management Plan.
- Traffic and Transportation Unit
No objection subject to standard conditions and a further requirement for the rear vehicle opening to be increased to 8.5 metres in width, with the bin area set back 2.5 metres from the rear entrance/property boundary to allow vehicles to enter and exit the site at the same time without forcing vehicles to reverse along the laneway. The applicant may need to reduce the size of the storage areas to achieve this and also provide adequate sight distance at the rear vehicle entrance.
- Urban Design Officer
No objection.
- ESD Officer
No objection subject to conditions.

2.4 Public Notification of the Application

Pursuant to Section 52 of the Planning and Environment Act 1987 the application was advertised by mail to adjoining and surrounding properties, with three notices erected on site for 14 days.

As a result, six (6) objections were received from the properties contained within **Appendix A** of this report.

A response to the objections is provided in Section 3.9 of this report.

3. Discussion

3.1 State Planning Policy Framework (SPPF)

The relevant State Planning Policy Framework clauses are considered to be met. For the large part State Planning objectives seek to encourage urban consolidation in locations which take advantage of existing commercial and community services and public transport.

The subject site is located within close proximity of numerous local businesses, schools, public reserves and public transport options. The location of the subject site is considered to lend support for a more intensive form of residential development.

The proposal contributes to the objective of housing diversity by providing a mix of dwelling sizes in various configurations which will cater for the increasingly diverse needs of future residents.

3.2 Local Planning Policy Framework (LPPF)

The proposal complies with Clause 21.04 (Sustainable Environment) through the use of ecologically sustainable design principles. It is noted that the proposed development includes a 4,000 litre rainwater tank and solar pre-heat gas boosted hot water service units, which is considered suitable. Council's ESD Officer recommended changes to the submitted Environmentally Sustainable Design (ESD) report, and these are to be included as conditions on any permit granted accordingly.

The proposed development also accords with the objectives of Clause 21.04-7 (Waste) as it integrates waste management and recycling facilities in order to achieve best practice in waste minimisation and recycling. The submitted waste management plan will be endorsed through conditions on any permit granted accordingly.

The proposal complies with the objectives and strategies of Clause 21.05 (Housing) by increasing housing opportunities to meet growing population needs, providing a diversity of housing choice in a well-established area with access to public transport options and local/community services.

Clause 21.06-4 (Urban Design) aims to achieve contemporary development that is innovative, legible and designed in a manner that responds to its location and context through a number of strategies:

- The proposed development achieves visual interest and articulation along Pascoe Vale Road through the use of different materials/finishes and the provision of windows, upper floor balconies, staggered setbacks and a new front awning. The recessed upper floor level reduces potential visual bulk presenting to the public and private realm while also minimising potential amenity impacts. The contemporary design will enhance the existing streetscape, complement the commercial zoning of the site and respect other new and contemporary developments emerging nearby. The proposed colour/material palette complements the surrounding area and emerging built form. Therefore, the proposed development is considered to respond to its location and context in an appropriate manner.

With regard to on-site amenity, all proposed habitable rooms have a window with direct access to daylight and no reliance on borrowed light. Each dwelling is provided with a balcony ranging from 8m² to 47m², which meets the requirements of Clause 55.05-4 (Private Open Space). All balconies have been located to the east, north or west of the site, which allows for a high level of solar access.

While balconies associated with Dwellings 1.01, 2.01 and 2.02 are provided with walls to the north, they would receive adequate solar access during the afternoon hours which is considered acceptable in this instance and provides some additional diversity within the development. Each dwelling is provided with a 6m³ storage cage within the ground floor car parking area. Therefore the proposed development is considered to have a high level of on-site amenity.

- While the subject site is not a large or consolidated site, the proposal would significantly enhance interactions, visual interest and passive surveillance to Pascoe Vale Road, while also creating improved visual and physical links to the Right of Way.
- As the subject site is located within a commercial zone where minimal permeability is typically found, it is considered reasonable to expect full site coverage for an efficient use of the land. The provision of no front setback will ensure a consistent front building line is maintained along this section of Pascoe Vale Road, similar to other commercial developments nearby. The siting of the building and proposed upper floor setbacks are considered appropriate as they would minimise impacts on the streetscape and the character of the site and surrounding area. It is noted that many commercial developments nearby contain a high level of site coverage. The proposed upper level setbacks from adjoining properties are considered appropriate as there would continue to be adequate visual relief between adjoining buildings and the proposed development. The subject site has the benefit of a 3.66 metre wide Right of Way to the east, which provides a good visual buffer to the rear of the proposed development. Subsequently, the proposed development has a high level of compliance with the setback requirements of Clause 55.04-1 (Side and Rear Setbacks) from existing residential properties to the rear. Adjoining properties to the north and south are also located within the Commercial 1 Zone and therefore the quantitative setback requirements of Clause 55.04-1 are not considered appropriate to the site or surrounding area. However, the proposed development does provide large central light court/void areas along the northern and southern property boundaries which provide adequate visual relief to these adjoining properties while also allowing for equitable development opportunities. Therefore, it is considered that the proposed siting of the development adequately responds to the opportunities, constraints and features of the site and surrounding area.
- The adjoining and surrounding properties would continue to maintain a reasonable level of amenity given the zoning and location of the site in the context of the surrounding area. The siting and design of the proposed development would minimise amenity impacts and ensure that adjoining properties are not significantly affected by visual bulk, overlooking, access to daylight or overshadowing. While the adjoining property to the north contains an existing dwelling, this is located within a commercial zone and would not expect the same level of amenity as a dwelling within a low density residential setting.

- Buildings up to property boundaries is a typical design response for commercial land, and reflects other commercial developments nearby. The extent of boundary walls are considered acceptable in this instance as amenity impacts have largely been mitigated through design and orientation. As discussed earlier, the proposed development has a high level of compliance with the rear setback requirements of Clause 55.04-1 in order to minimise visual impacts on existing dwellings to the rear within the General Residential Zone. Furthermore, residential properties to the rear contain large garages and outbuildings built up to and along the Right of Way, which provide additional setbacks and visual relief to associated secluded private open space areas. Therefore, it is considered that there is suitable separation between the proposed development and surrounding buildings to allow an adequate level of amenity in the context of a commercial area on the Principal Public Transport Network.

The proposed development does not meet the quantitative setback requirements of Clause 55.04-3 (Daylight to Existing Windows), which range from 2.21-6.43 metres from existing south-facing habitable room windows at No.172 Pascoe Vale Road. However, the proposed development provides setbacks ranging from 1.0-4.8 metres at the first and second floor levels, which increases to 3.0-4.8 metres at the third floor level. This is considered to provide reasonable daylight access to the existing south-facing habitable room windows of No.172 Pascoe Vale Road given the zoning and context of the surrounding area. Furthermore, as the proposed development is located to the south of the existing dwelling, it would not directly cast any additional shadows to this property which also relies on other north, east and west facing windows for adequate daylight. It is also noted that the three larger living area windows are highlight windows, which are limited in receiving daylight, while the predominant purpose of a bedroom is for sleeping where daylight access is less important. The proposal is therefore considered acceptable in this instance.

With regard to Clause 55.04-4 (North-facing Windows) there are no existing north facing habitable room windows within three metres of the subject site, and therefore the proposal meets the requirements of this standard.

Generally the northern, eastern and southern elevations of the proposed development have been designed and treated to prevent overlooking into existing secluded private open space areas and habitable room windows in accordance with the requirements of Clause 55.04-6 (Overlooking). However, the second and third floor north facing balconies appear to have overlooking potential into the existing private courtyard area of No.172 Pascoe Vale Road and will need to be modified accordingly. The east facing bedroom window of Dwelling 2.02 and the west facing bedroom window of Dwelling 2.04 also appear to have overlooking potential and will need to be suitably treated. These are to be included as conditions on any permit granted accordingly.

- The proposed development would present a well-integrated development with a sense of address and clearly articulated façade, with defined pedestrian accessways from Pascoe Vale Road and clear vehicle access from the Right of Way. The proposed shop and residential component would

each contain a defined entrance that would provide shelter and be visible from the streetscape.

- The contemporary design, façade variation and high level of articulation of the proposed building will provide an attractive and interesting built form that will help the overall development integrate with its surroundings. External finishes of the proposed development predominantly comprise of grey and charcoal blockwork, zincalume colorbond cladding and timeless gum powdercoat battens. The proposed external finishes are considered to respect the existing and emerging character of the area, and would integrate the proposed development with its surroundings. The varied use of colours and materials, coupled with the staggered setbacks and recessed upper floor level, will create an attractive and visually interesting built form.
- The subject site is not a corner site and is therefore limited with respect to highlighting key corners and intersections. However, the proposed development is respectful of the surrounding built form and would enhance the value of the existing streetscape.
- There is no preferred height for this particular site as it is not subject to design guidelines, a structure plan or a design and development overlay that might provide guidance on preferred height and setback controls. However, the subject site is located within a commercial zone fronting onto the Principal Public Transport Network. Under the *Moonee Valley City Council Housing Strategy 2010* the subject site would be within a 'moderate-high' housing intensification area and therefore suitable for a 3-6 storey apartment building. It is noted that the proposed maximum building height would be comparable to the existing development directly opposite the site at No.149-155 Pascoe Vale Road and that of the approved four storey development at No.144 Pascoe Vale Road. While the proposed development has a maximum building height of 13.77 metres, the third floor level has been well recessed and would be partially obscured by the built form of the floor level below. It is noted that the proposed development contains a strong three storey built form which complements numerous other existing and approved three storey developments along Pascoe Vale Road. Therefore, the proposed building height in the context of the surrounding area is considered acceptable in this instance.
- The proposed development would not negatively impact on flight safety given its relatively modest height and distance from Essendon Airport.

With regard to Clause 21.08 (Economic Development), it is considered that the proposed development would contribute to and enhance this section of Pascoe Vale Road in terms of employment and business.

It is noted that the proposed shop is an 'as-of-right' use within the Commercial 1 Zone, as discussed within Section 3.3 of this report. The proposed development is considered acceptable accordingly.

The proposal complies with Clause 22.03 Stormwater Management (Water Sensitive Urban Design) and meets the required on-site stormwater treatment as demonstrated by achieving at least 100% on the STORM Rating Report.

3.3 Compliance with Clause 34.01 (Commercial 1 Zone)

It is considered that the use of the land for dwellings is acceptable within a Commercial 1 Zone. While the residential frontage at ground floor level exceeds 2.0 metres in width, thereby requiring a planning permit, the 2.20 metre wide residential entrance is considered acceptable as it still allows adequate street activation and integration for the proposed shop. It is noted that the proposed shop is an 'as-of-right' use within the Commercial 1 Zone. The proposed uses are also in accordance with the objectives of State and Local Planning Policies within the Moonee Valley Planning Scheme, as discussed within Sections 3.1 and 3.2 of this report.

The proposed development requires a permit under Clause 34.01-4 (Buildings and Works). As discussed within Section 3.2 of this report, the proposal is considered to be a good design outcome for the site and surrounding area.

3.4 Compliance with Clause 52.06 (Car Parking)

The proposal includes a reduction in car parking requirements, as set out in the table below:

Table 2

Unit	Requires	Provides
13 Dwellings (1 x 3 bedrooms and 12 x 2 bedrooms)	14	14
Shop (87m ²)	3	1
Residential visitors	2	0
Total	19	15

As discussed under Section 2.3 of this report, Council's Traffic and Transportation Unit have no objection to the proposed development, subject to the inclusion of conditions on any permit granted. An increase in the width of the vehicle door opening along the ROW, with modifications to the bin storage area, would allow vehicles to safely pass each other when entering and exiting the site.

With regard to the reduction in shop and visitor car parking requirements, the subject site directly abuts the No.59 tram route and is within easy walking distance from the No.510, No.508 and No.503 bus routes which provide alternate modes of transport to and from the subject site.

The proposed development also provides for seven bicycle spaces on-site and two bicycle spaces at the front of the site, which can be utilised by shoppers and visitors to the proposed development. It is also noted that there are numerous on-street car spaces available nearby that can be utilised by both shoppers and visitors, with a substantial increase in capacity for residential visitors outside of business trading hours. Such measures would all help offset the shop and visitor car parking spaces not being provided for on-site.

With regard to traffic generation, the proposed development is expected to generate approximately seven to eight vehicle trips in the peak hour and up to 66 vehicle trips over an entire day. Given the number of trips generated by the proposed development, and also the current low number of trips with the ROW, it is considered that the chance of conflict within the ROW by vehicles in opposing directions is very low.

It is not anticipated that the proposed development will generate a cumulative impact or have an adverse effect on the local road network.

3.5 Compliance with Clause 52.07 (Loading and Unloading of Vehicles)

Clause 52.07 triggers loading and unloading requirements for the shop within the proposed development. The proposed shop is relatively small and it is generally accepted that deliveries to shops of this scale are delivered by a van or car. Such vehicles would utilise on-street car parking, or nearby loading zones, for short periods of time to drop off goods. Council's Traffic and Transportation Unit have no objection to this arrangement. In addition to this, it is noted that VCAT commonly waive loading and unloading requirements for small commercial premises similar to that contained within the proposed development.

In light of the above, it is considered appropriate to waive the loading bay requirements in this instance.

3.6 Compliance with Clause 52.34 (Bicycle Facilities)

The proposal includes bicycle spaces, as set out in the table below:

Table 3

Unit	Requires	Provides
13 Dwellings	3	6
Residential visitors	1	1
Shop employees	0	0
Shoppers	0	0
Total	4	7

As demonstrated in the table above, the proposed development complies with the requirements of this clause.

3.7 Clause 55 (ResCode) Assessment

Given the location of the site within a Commercial 1 Zone where higher density developments are encouraged, it is considered that an assessment against the objectives and strategies of Clause 21.06-4 (Urban Design) is more appropriate in this instance. It is noted that the relevant objectives, standards and decision guidelines of Clause 55 have been considered within Section 3.2 of this report.

3.8 144 Pascoe Vale Road, Moonee Ponds (MV/756/2013)

Planning permit application MV/756/2013 for No.144 Pascoe Vale Road, Moonee Ponds, was refused by Council on 3 September 2014 for the use and development of the land for a multi-level, mixed use building and a reduction in car parking and loading/unloading requirements. Following this, the applicant lodged an appeal with VCAT against Council's decision, with mediation held at VCAT on 8 January 2015. While mediation was unsuccessful, the parties independently continued discussions based on progress made within mediation and formed an agreement subject to a modified built form. A signed consent order referencing these changes and amended plans was then lodged with VCAT, with a planning permit subsequently issued at the direction of VCAT on 5 February 2015. The planning permit issued was for the use and development of the land for a multi-level, mixed use building, a reduction in car parking and loading/unloading requirements along with alteration of access to a road in a Road Zone Category 1. It is noted that the approved development comprises a four storey mixed use development with a maximum building height of 14.6 metres (excluding the roof top terrace area and associated services).

3.9 Objections

Table 4

Issue	Officer Response
Overdevelopment / visual bulk / height / lack of setbacks / character	This is considered acceptable as discussed within Sections 3.1 and 3.2 of this report.
Car parking / traffic / impacts on use of Right of Way	This is considered acceptable as discussed within Section 3.4 of this report.
Waiver of loading requirements	This is considered acceptable as discussed within Section 3.5 of this report.
Similar development at 144 Pascoe Vale Road was rejected	A planning permit for the proposed four storey mixed use development at No.144 Pascoe Vale Road was granted, as discussed within Section 3.8 of this report.

Amenity impacts / overlooking / access to daylight / height and extent of northern boundary wall	This is considered acceptable as discussed within Section 3.2 of this report. However, it is noted that overlooking potential from some of the northern balconies and habitable room windows is to be further treated through conditions on any permit granted.
Impacts on existing Lilly Pilly trees adjacent to northern property boundary	It is noted that the existing Lilly Pilly trees adjacent to the northern property boundary currently abut an existing boundary wall, which is to be replaced with another boundary wall. Importantly there will be no excavation for a basement level as part of the proposed development, which will reduce potential impacts on the root system associated with these trees. Therefore the replacement of a boundary wall with another boundary wall is not considered to significantly impact on the health of these trees. It is also noted that, following advertising, the applicant provided a statement from a qualified arborist stating that the proposed demolition and redevelopment of the site is unlikely to affect tree health. This is considered acceptable.
Lack of landscaping/gardens / removal of large existing trees on site	It is noted that the proposed site is located within a Commercial 1 Zone where landscaping and garden areas are not typically found. This is discussed within Section 3.2 of this report. It is also noted that the existing trees and vegetation on-site are not significant or protected species and therefore do not require planning permit approval to be removed. This is therefore considered acceptable.
Noise impacts from car stackers	Suitable conditions to minimise potential noise impacts on adjoining properties, particularly from the proposed car stackers, are to be included on any permit granted. The location of the subject site adjacent to an arterial road and the No.59 tram route will also require an acoustic report as a condition on any permit granted, in order to minimise noise impacts on any future residents.
Setting a precedent	This is not a valid planning consideration as each application is assessed on its own merits.

4. Human Rights

The application process and decision making is in line with the Victorian Charter of Human Rights and Responsibilities 2006 (Section 18 – Taking part in public life).

5. Conclusion

The application has been assessed against the relevant provisions of the State Planning Policy Framework, Local Planning Policy Framework, zoning controls, the relevant Particular and General Provisions, and the decision guidelines at Clause 65 of the Moonee Valley Planning Scheme. It is considered that the proposal demonstrates general compliance with the requirements of these provisions and policies. The application is supported as detailed above in the recommendation section.

APPENDIX A

Location of Objectors Properties

1/12 Salisbury Street, MOONEE PONDS VIC 3039
41 Primrose Street, MOONEE PONDS VIC 3039
204/165 Pascoe Vale Road, MOONEE PONDS VIC 3039
43 Primrose Street, MOONEE PONDS VIC 3039 (X2 objections)
172 Pascoe Vale Road, MOONEE PONDS VIC 3039

9.3 East Keilor Leisure Centre Concept Plan 1a

File No: FOL/13/251
Author: Manager Leisure & Open Space Planning
Directorate: Environment & Lifestyle
Ward: Rose Hill

Purpose

To adopt the East Keilor Leisure Centre Concept Plan 1a to enable the completion of the East Keilor Leisure Centre Feasibility Study.

Executive Summary

- A key action of the Council adopted Aquatic Leisure Centre Plan (ALCP), is the preparation of a Feasibility Study to determine options for the redevelopment of East Keilor Leisure Centre (EKLC).
- The Key Principles of the ALCP have guided the development of the Concept Plan 1a (provided as **Appendix A** – separately circulated), for EKLC which is required to complete business planning, preparation of the next level of project costs and finalisation of the Feasibility Study.
- Concept Plan 1a will form the basis of the Feasibility Study which will guide the next stage of project delivery.

Recommendation

That Council:

1. Adopt the East Keilor Leisure Centre Concept Plan 1a provided as **Appendix A** – (separately circulated) as the basis for the Feasibility Study.
2. Receive a further report once the Feasibility Study is complete.

Background

The Aquatic Leisure Centre Plan (ALCP) discusses the benefits of modern aquatic leisure centres and through research undertaken in the development of the ALCP, confirmed the need for a Municipal level centre in the North East of the municipality.

A key action of the Council adopted Aquatic Leisure Centre Plan is the preparation of a Feasibility Study to determine options for the redevelopment of East Keilor Leisure Centre.

The ALCP acknowledges that whilst some improvements have been undertaken to EKLC in 2011, the remainder of the centre is at the end of its serviceable life and cannot meet the future needs of the community. Therefore making the following recommendation: undertake a feasibility study to determine options for EKLC redevelopment that will consider the following:

- Indoor, eight lane 25m pool with ramp access
- Hydrotherapy pool with ramp access
- Spa and steam room facilities
- Dedicated learn to swim pool
- Leisure water and water play features
- Dry program rooms
- Additional change rooms including family change spaces
- Increased gymnasium space
- Improved car parking

The ALCP has five key principles which guide all service planning for aquatic leisure within the municipality:

Social, inclusive city

Being involved and engaged in local activities and groups helps to build a more resilient, safer and thriving community. Aquatic leisure centres can become a meeting place for the community and should provide centre elements and programs that foster these social interactions and cater for diverse communities. Importantly, future programs will need to ensure that the profile of users reflects the community profile.

Access for all

This principle requires that centres provide services and programs that encourage use by all sectors of the community. Consequently, aquatic leisure centres should cater for a diverse active and interactive community with a range of abilities, backgrounds, skills and interests.

Universal Design Principles (ie. optimised access for all ages and abilities) will underpin planning and design of aquatic leisure centres. All members of the community should have a similar opportunity and ability to access aquatic leisure centres. The standard of centre provision should be consistent across the community.

Building community health and wellbeing

People who are physically and socially active are mentally and physically healthier. The ability to be part of fun, inclusive and active leisure activities helps people through their various life stages.

Centres need to have a broad range of elements, programs and communication tools to attract and encourage users throughout their various life stages.

Affordable

The development of centres needs to reflect the service planning undertaken to avoid over servicing given the many competing demands for Council expenditure.

Pricing strategies should ensure use of the centre is affordable for all members of the community, particularly those on low incomes.

Viable

Aquatic leisure centres will have a sufficient range of commercial activities to ensure ongoing financial performance is sustainable.

Aquatic leisure centres, financially, should aim to operate as close to breakeven as possible to ensure a continued high level of service to the community is possible.

Discussion

To arrive at Concept Plan 1a, different concepts were presented to Council that included various 'components' that could be included in a final Concept Plan for EKLC that would then be exhibited to the community for comment. The components of 1a are listed below. The only difference between 1a and 1b was the inclusion of an outdoor leisure water component.

Option 1a consists of:

- Indoor, eight lane 25m pool with ramp access
- Hydrotherapy pool with ramp access
- Spa and steam room facilities
- Dedicated learn to swim pool
- Leisure water and water play features
- Dry program rooms
- Additional change rooms including family change spaces
- Increased gymnasium space

The four concepts included options with a 50m outdoor pool and outdoor leisure water. These four were narrowed down to two at a Councillor Workshop on 3 February 2015. Concept Plan 1a excludes outdoor water and Concept Plan 1b includes outdoor water. At its Ordinary Meeting of Council on 24 March 2015 it was recommended to proceed with public consultation on Concept Plan 1a.

The rationale for not including a 50m indoor pool is based on the ALCP principle of Affordability. The principle commits to avoiding over servicing within the facility to ensure Council can continue to meet other competing demands. It is believed that a 50m pool which at other facilities is often programmed to be in 25m formation would over service the community.

Concept Plan 1a will fill the gap in service provision that was identified through the Aquatic Leisure Centre Plan. The Concept includes a hydrotherapy pool which will be used by people with various disabilities or who are recovering from physical trauma.

People who are recovering from physical trauma benefit from the use of warm water exercises, aiding in the recovering from injury, and for other therapeutic purposes.

Leisure Water

The provision of Leisure water - catering for families and children and will include a beach entry, water sprays, a tipping bucket, etc. These features are highly interactive and will help transform EKLC into an entertainment destination as well as increase activity levels in children aged from two-14 years of age.

Disability Access

Disability access - and an Indoor heated pool, these pools are widely used by disability groups and individuals. The provision of these features is required both through changes to government legislation with regard to disability access, and to provide for the aging sector of the East Keilor community. Current standards require modern centres to have ramp access into all pools and accessible change facilities.

Change Facilities

Improved change facilities - including family change rooms and change villages. These family change rooms will enable parents to change children in the privacy of their own area removing the need to have children of the opposite sex in communal change rooms.

On deck (poolside) showers complement other change facilities and will enable people to rinse off prior to changing. Change villages are a practical way of increasing overall change facility capacity and to provide dedicated facilities for families and school groups.

Included Components

- A 25m pool, providing for lap swimming, ramp entry and an area for spectator seating/viewing for school carnivals and aquatic lounge area
- A leisure pool, with combined learn to swim pool, providing for learn to swim classes and incorporates water play features
- Hot water pool, with ramp entry enabling those who are recovering from injury, or are older persons to undertake rehabilitation or gentle exercise
- Spa, steam room and sauna
- Accessible change rooms
- Aquatic change rooms located close to aquatic areas
- Gym, incorporating a spin room and program room
- Crèche, with amenities and office
- Café
- Expanded office/administration area
- Redesigned entrance

Consultation

Consultation on the Concept Plan, commenced March 31 and ran until 24 April. Workshops and informal drop-in sessions were held at EKLC. A workshop was held with the EKLC Community Reference Group (CRG) in March to discuss the Concept designs. Drop in sessions were held throughout April at EKLC, where the community was able to discuss the concept with Council officers.

A comprehensive advertising campaign was undertaken, using the Councils website, social media, the Future of EKLC Newsletter, and an advertorial in the Leader newspaper.

Full colour A1 images depicting various new features that could be incorporated into a new centre, were displayed at Niddrie, Avondale Heights and Sam Merrifield libraries. These same boards were also on display at the Civic Centre EKLC, Queens Park swimming Pool.

Feedback was also sought through the Aged and Disability Newsletter, Moonee Valley Youth Voice and MV Express. In addition to this, consultation was undertaken with schools and other identified stakeholders.

A survey in both electronic and hard copy was sent to 3000 members of EKLC. The survey was also made available at all drop in sessions, and at the three libraries. 198 people have responded to the survey. Comments from the survey are provided as **Appendix B**.

The Concept Plan, has been well received by the community, and while feedback has been received advocating for the retention of a 50m pool, these comments constitute only 17 per cent of overall responses. Responses from people surveyed relating to the indoor 25m pool and leisure water indicated that more than 74 per cent of survey respondents said that they were likely or very likely to use these expanded features.

The Concept Plan, as consulted represents a tripling of year round aquatic provision, and a significant increase in the provision of health and fitness. Along with substantial improvements in the provision of change facilities, gym/cardio space, and water play area.

The Concept includes all of the necessary features for a modern aquatic facility, and meets all of the principles of the ALCP, especially in regard to Affordability and Viability.

Implications

1. Legislative

The concept for the future redevelopment of EKLC adheres broadly to the Human Rights Charter Section 12 Freedom of Movement and Section 18 Taking Part in Public Life by meeting current building code requirements guided by the Disability Discrimination Act 1992. As the project proceeds full designs will be prepared that will comply with all relevant legislation including DDA Universal Design Principles and the Charter of Human Rights.

2. Council Plan / Policy

Planning for the redevelopment of EKLC will contribute to Council Plan 2009-13 strategic objectives to create 'a healthy environment and a sustainable City', achieve the 'sport, leisure and recreation opportunities that contribute toward community health and wellbeing' and ensure 'a well-planned and managed City'.

3. Financial

The redevelopment of EKLC does have the potential to impact on Council's budget therefore, any proposed redevelopment will be subject to Council's annual budgetary process. \$250,000 has been identified in the 2015/16 draft annual budget to commence design development, should this be required. Any further funding will be subject to future budget consideration.

4. Environmental

Any redevelopment will incorporate the latest advancements in green building design, water conservation and greenhouse gas initiatives, thereby helping Council achieve the targets established within the City Sustainability Policy, particularly with regard to energy, water, and waste targets.

Conclusion

A key action of the Council adopted Aquatic Leisure Centre Plan is the preparation of a Feasibility Study to determine options for the redevelopment of East Keilor Leisure Centre.

The Concept Plan, has been well received by the community, and while some feedback has been received advocating for the retention of a 50m pool, these comments constitute only 17 per cent of the overall response. Responses from people surveyed relating to the indoor 25m pool and leisure water indicated that more than 74 per cent of surveyed respondents said that they were likely or very likely to use these expanded features.

The Key Principles of the ALCP have guided the development of the Concept Plan 1a for EKLC which is required to complete the Feasibility Study.

APPENDIX B

Issue	Comment	Response
Positive feedback on the Concept		
	We are looking forward to use the new facilities and pool because it gets very crowded when it comes to swimming carnival. Love to use the sauna room and more activities around the pool	Noted
	We all love our aqua classes. Lots of men and women go nearly every day. Please hurry through plans	Noted
	Great to see that other pool spaces will be included to free up lap swimming space	Noted
	About time	Noted
	As a user of the leisure centre for over 30 years it has been a great facility and it is definitely time for a major upgrade to bring it into the 21 st century	Noted
	Currently a very out of date pool and not particularly safe or inviting. I prefer the MAC even though it is out of the way for me	Noted
	Definitely needs an upgrade	Noted
	Ensure it is planned for tomorrow, sustainable, cost effective for the long term	Noted
	Everything is good	Noted
	Excellent proposed facility which benefits the whole community	Noted
	Definitely needs the renovation.	Noted
	Having a separate hot pool and lap pool is an excellent idea.	Noted
	I am so glad that it is being upgraded as East Keilor is always behind in everything after Strathmore/Niddrie/Essendon So much more needs to be done in East Keilor area e.g. beautifying it, also more advertising & signage to direct people to the leisure centre	Noted
	It is a really good centre with good customer service	Noted
	It really needs redeveloping. In last few years my family started going to Maribyrnong Aquatic Centre and MSAC more often because our local Keilor East leisure centre is unfortunately in such bad shape	Noted
	It's a great centre with great staff, it always amazes me how many different ages and races of people get there and as we are all trying to improve our health, everyone seems a little happier there	Noted
	Re-Development will be very important to the area and encourage fitness and greater participation in community. Be good for East Keilor and Avondale Heights as well. Maybe Airport West area for older residents = great!	Noted
	Swimming Pools long overdue for renovation	Noted
	The pool area is very popular and desperately needs an upgrade. A dedicated lap pool and/or dedicated lap lanes that are always open is essential.	Noted
	This centre is amazing and I support the upgrade 100%	Noted
	We are looking forward to use the new facilities and pool because it gets very crowded when it comes to swimming carnival. Love to use the sauna room and more activities around the pool	Noted

Issue	Comment	Response
Special Needs & Elderly		
	Come every other day "Camaraderie" with the over 50's, 60's, 70's Ladies groups	Noted
	Currently it is not hectic and this makes it pleasant to use. Please make sure special needs change room/s continue to be restricted access for those with special needs/age limits for general areas only	Accessible change rooms will be provided
	Entry ramp into the main indoor pool would assist with the disabled	Ramp will be provided
	The present change rooms are too far from pool area so I do not use facilities	Any new change facilities will be located close to the pool
	I attended Water Aerobics Classes over the years and the reason I stopped attending was because entry into the pool is too difficult, no ramp, the ladder too steep for those afflicted with arthritis I have many friends who would attend classes if the pool layout was more sensibly planned to accommodate persons with disabilities. I do hope this project goes ahead	See comments above
	It is important to have the Hydro pool at 34°-35° as this is best for people with arthritis and chronic pain. Having a ramp to access is good and all access change room close by essential. There are many people who currently use MAC as the facilities there are fantastic (modern and clean). It would be good to go to one close by	All of these features are proposed to be included
	Need a hydro pool for injured people	A Hydro pool is proposed
	I would hope there is still the facility for engaging in walking the length of the 25m indoor pool, not just in the hot water pool. Any new 25m pool would need to have step or ramp access, as it has at the moment	Programming will be undertaken to ensure various uses are possible
Child Related		
	I visit the pool weekly to take my daughter swimming but I am considering going elsewhere due to the poor condition of the pool	Noted
	Family change rooms are required for people with children up to age 12	Family change rooms will be provided
	Moore showers are required as there are only four showers in the ladies change room - at Aqua Aerobics are more than 40 people at a time wishing to use	An increase in change facilities is proposed
	It would be great to have some areas for the children to play. We visit other pools due to them having this so having water play would be fantastic	Water Play is proposed

Issue	Comment	Response
Child Related	Continued ...	
	It would be great to provide a lap pool that was deep, to help with teaching swim school children to tread water. There should be different depth of water to provide for toddlers, young children up to experienced swimmers. A bit like Maribyrnong Aquatic.	A 25m 8 lane lap pool is proposed
	More interactive children's area eg. waterfalls, bucket, slide	Water Play is proposed
	Our family very much enjoy the outdoor pools in summer. It's a chance for the whole family to have a swim on a hot day. The kids love the inflatables and waterslide.	Water Play is proposed
	The crèche is invaluable to parents who wish to use the facilities, however it needs to be larger to accommodate the growing number of families wanting to use it	A crèche is proposed
	More family change rooms	An increase in change facilities is proposed
	Need more parent change rooms	See above
	Need better change rooms closer to the pool - too far away! Hard for Dad to take girls with limited Family rooms usually locked	
Gym Related		
	Great gym but never use the pool as so disgusting	New pools are proposed
	Bigger group fitness area	A large increase in overall gym provision is proposed
	Bigger gym area and cardio area. Also more equipment.	See above
	Facility for massage therapist	
	Group fitness room needs to be made bigger	
	I like the current set up of the separate cardio and gym rooms. I think the integration of them would impact on the amount of time and people using the cardio equipment and make it much more busy and less pleasant to use	Final layout and size will be part of a the design process
	Group fitness classes are popular and proposed redevelopment of a new group training area needs to consider room to accommodate large numbers	See above
	I think the group fitness room should be expanded or additional rooms be provided for.	
	If you replace the group fitness hall can we please have a carpeted area and a hall/room just as large as or bigger than what you are replacing	Layout of the centre will be resolved at design stage
	Overall the gym is a great facility	Noted
	You need a better type of spin room. No carpet, air conditioning and better sound. Possibly with head phones. I have stopped using it due to the present facilities	A large increase in overall group fitness provision is proposed
	Group fitness hall definitely need big changes	Noted

Issue	Comment	Response
Change rooms/ Showers		
	Proper showers thank you	Better change shower facilities are proposed
	Showers that are modern and good for tall people to wash	Noted
	Would love a couple more showers - after class there is a queue to have one if it's cold. Hair dryers are too high up for us shorties -can't get them to work!	Noted
	The group fitness classes are currently very well attended. Sometimes it is hard to find a space, especially in body balance. The new group fitness room looks much smaller	Noted
Pool Related		
	The new pool needs to be deeper than the current indoor pool which is too shallow - difficult to do aqua class in & hard on joints	Designs for the new pool will address this issue
	There are not enough lanes to cater for various levels of fitness in the inside warm pool. Additionally it would be preferable to have a couple of changing rooms (inside/outside)	See above
	50m pool and outdoor area is needed	Noted
	50m pool needed! Limits opportunity for swim carnivals and events (ie. revenue)	Noted
	Consider a 50m pool for swimming clubs. State and National swimmers do not have a 50m pool in the Moonee Valley region. As was discussed, Queen's park pool is seasonal. Swimming clubs would make great use of a 50m pool. We would like to see Olympic swimmers coming from the Moonee Valley region!	Queens Park Pool attracts 30 plus school carnivals per season 14 different schools 4,700 students
	Do not remove the outdoor pool, it is one of the few remaining outdoor pools available in suburbia with a nice setting for family outings.	Noted
	Don't Take Away The Outdoor Pool	Noted
	Have been a regular user of the 'outside pool' during its open season for more than 45 years, currently 5-6 mornings per week.	Noted
	I love the 20m outside pool, grateful for my enjoyment thru the summer. Laps at 50m are more physically challenging and therefore healthier as a result.	Noted
	I love the variety of pools in summer and the gym classes are great.	Noted
	I think a 50m Olympic pool rather than a 25m pool	Noted

Issue	Comment	Response
Pool Related	Continued ...	
	I use the 50 meter outdoor pool whenever it is open. Believe more use could be made of this facility if it was upgraded such as part roofing and more adequate heating ie MSAC pool	Noted
	I want an Outdoor Pool	Noted
	It is very distressing to see Councils plans to shut the outdoor pool. It is one of very few outdoor pools in the municipality and needs to be protected. It is a meeting place for youth and families. MVCC needs to reconsider this project.	Noted
	It would be a shame if the large outdoor pool was not going to stay. It's a wonderful place to come in summer to cool down and the kids and adults have so much fun.	Noted
	It would be a terrible shame to lose the outdoor pool. I would be against seeing that go.	Noted
	It would be nice to see a refurbishment of the current outdoor pool. They are disappearing all over the place so I would have thought this is a priority.	Noted
	Keep the outdoor pools going; there are not many in this area!	Noted
	Love the outdoor pool. Please don't take it away from us. There are not many left and we are very lucky to have such a great outdoor pool. We are not all over the age of 65 and requiring hydrotherapy.	Noted
	Mistake getting rid of outdoor pool	Noted
	Needs a 50m indoor pool with a boom	Noted
	Needs to be a 50m indoor pool	Noted
	No outdoor pool is a bit disappointing. So much could be done to make the outdoor pool more successful	Noted
	Not happy about the outdoor pool going and having a smaller indoor pool is not right	Noted
	Only reason for membership is the 50m outdoor pool	Noted
	Retain the outdoor pool - there are very few outdoor pools left in the area and the water slide holds great memories for me from my childhood and I hope that my daughter will be able to use it one day. In addition the mature gum trees provide shade and a nice setting for leisure time in suburbia.	Noted
	The 50 metre pool is the reason I go there, 25m is too short	Noted
	The outdoor pool is fantastic. There are few facilities in the area with a 50m pool. Reducing the size of this pool would be very short sighted.	Noted
	The outdoor swimming pool is one of the best facilities at the Centre. To lose that would be terrible.	Noted
	We are looking for dedicated lap pool for competitive swimming. We have nothing in the area that we can assess. Some people have left our club and now swim out of our community at MSAC. Not good for a local club or community.	One club swims at EKLC
	We love the outdoor pool	Noted
	We use the outdoor pool during summer. Would like to see the outdoor pool stay. It said in the leader newspaper that the outdoor pool would stay.	Noted
	We would be very sad to see the outdoor pool be no longer available. We use it often in the summer	Noted

Issue	Comment	Response
Pool Related	Continued ...	
	<p>My family is absolutely disgusted with this draft concept...to get rid of the all the pools for smaller pools.</p> <p>To do away with the 50m outdoor pool and put a 25m pool instead, no diving board, no water slide. The local schools will have nowhere to hold their swimming carnivals.</p> <p>Check out www.watermarcbanyule.com.au/ Wyndham Leisure & Event Centre Redevelopment www.wyndham.vic.gov.au/residents/community/80derrimutroad</p> <p>This is what is lacking in our area! This is what a 30 million dollar refurbishment should look like, not the downgraded proposal put forward.</p>	Noted
	<p>I wouldn't come anymore. It's a huge waste of funds. Build a new one somewhere else.</p> <p>Leave as is with obvious repairs it great the way it is. I use 5-6 times per week with no complaints. Build a new one where needing it.</p>	Noted
	<p>The East Keilor Leisure Centre draft concept is outdated and inferior in comparison to neighbouring suburbs such as Greensborough's WaterMarc and Hoppers Crossing's Wyndham Leisure Centre. An ideal draft should be reviewing methods of utilising more of the existing premises and potential to expand the centre rather than downgrading and downsizing the existing facilities. Is the intention to service and attract individuals and families from the broader Moonee Valley and surrounding areas or is the intention to minimise the current structure for no justifiable reason.</p>	Noted
	<p>As my family mainly uses the pool for lessons I would like to think that real consideration is taken into account when it comes to the size of the lanes, Aquatic Lessons vs. Aquatic play.</p> <p>At the moment the single lane for the children to play in while waiting for their lessons is too narrow, & only supplying 1-2 lanes for lap swimming seem to become very full.</p> <p>My kids have complained that when large groups (Football teams) and the like run up & down the pool, it makes it very hard for the kids in the lanes next to them to swim due to the waves created</p>	A 25m 8 lane lap pool is proposed, and a separate Water Play LTS pool
	<p>Would love a 50m heated indoor pool. Indoor pool certainly needs work like the pools on your plan but the outside pool will be missed in summer. I remember taking my children 45 years ago.</p>	Noted
	<p>If there is no plan for a 50 metre pool (which is in high demand in the western suburbs) then make the 25 metre pool at least 10 lanes wide. This can only be beneficial to the facility as swimming clubs searching for top class facilities could use the pool for squad training</p>	Noted
	<p>Remove or upgrade the outside slide as there are too many injuries, and have a better correspondence with patrons, if or when an incident occurs</p>	Noted
	<p>Would love a 50m heated indoor pool. Indoor pool certainly needs work like the pools on your plan but the outside pool will be missed in summer. I remember taking my children 45 years ago.</p>	Noted

Issue	Comment	Response
Operational		
	More room in the weights room would be fantastic	Referred to operator
	David & the team run a fun, productive fitness centre that caters to the members; for today. In terms of future, I believe the future requires a leisure centre that needs to be developed & will meet the needs of the members for the next 20 years. Ideas as such as interactive screens etc. should also be considered.	Referred to operator
	Proper wattage cadence bikes in Spin room should be put in.	Referred to operator
	Remove or upgrade the outside slide as there are too many injuries, and have a better correspondence with patrons, if or when an incident occurs	Noted
	Would love a 50m heated indoor pool. Indoor pool certainly needs work like the pools on your plan but the outside pool will be missed in summer. I remember taking my children 45 years ago.	Noted
	The cardio room is too cold, please adjust temp for the seasons.	Referred to operator
	The cardio room may need some updated cross trainer machines, as some need servicing e.g. heart rate monitor not working. A larger pool would be great as it is always overcrowded which is why I never use it.	Referred to operator
	Treadmills with individual TV screens. Staff should check the treadmill/cardio room at regular intervals (15-30mins) to ensure equipment is being used correctly and overexertion is avoided.	Referred to operator
	Upgrade the Spinning Cycles	Referred to operator
	A number of comments relate to the car park and other none related issues	Noted for follow up

9.4 Moonee Ponds Business Precinct Special Rate and Charge Declaration

File No: FOL/14/552
Author: Manager Economic Development & City Sustainability
Directorate: Environment & Lifestyle
Ward: Myrnong

Purpose

The purpose of this report is to declare a special rate and charge for the Moonee Ponds business precinct commencing on 1 July 2015 and ending on 30 June 2019.

Executive Summary

- At the Ordinary Meeting on 28 April 2015, Council gave notice of its intention to declare a special rate and charge for the Moonee Ponds business precinct seeking submissions from business and property owners liable to pay the Moonee Ponds Special Rate and Charge. Refer (**Appendix A** - separately circulated).
- In accordance with sections 163(1A) and 163B(3) of the Local Government Act 1989, public notices appeared in *The Age* on Wednesday 29 April 2015, the *Moonee Valley Weekly* on Tuesday 12 May 2015 and the *Moonee Valley Leader* on Wednesday 13 May 2015 requesting submissions and objections.
- Separate letters enclosing a copy of the public notice were forwarded to all business and property owners within the Moonee Ponds business precinct.
- The special rate and charge will apply to 566 rateable properties within the Moonee Ponds business district and will raise \$160,000 in the first year and increase in \$10,000 increments per year for a four year period from 1 July 2015 to 30 June 2019. The special rate and charge will collect \$700,000 over the four year period.
- Council received nine (9) submissions including one (1) endorsement and eight (8) objections from approximately 1000 business operators and property owners who were written to within the precinct. Refer (**Appendix B** - separately circulated).
- There is support and commitment from local traders to renew the special rate and charge for a further four years and a draft Business Plan has been developed to demonstrate that commitment. Refer (**Appendix C** - separately circulated).

Recommendation

That Council:

1. Having considered all submissions received and taken account of all objections lodged and complied with the requirements of sections 163A, 163B and 223 of the Local Government Act 1989 (**Act**), and otherwise according to law, hereby declares a Special Rate and Charge under section 163(1) of the Act for the purposes of defraying expenses to be incurred by Council in providing funds to the incorporated body known and operating as the Moonee Ponds Rate Levy Association (**Traders Association**), which funds, subject always to the approval, direction and control of Council, are to be used for the purposes of funding a part-time Shopping Centre Coordinator, promotional, advertising, marketing, business development and other incidental expenses as approved by Council and agreed to from time to time between Council and the Traders Association, all of which are associated with the encouragement of commerce, retail and professional activity and employment in the Moonee Ponds business precinct (**Business Precinct**).
2. Endorse that the criteria which form the basis of the declaration of the Moonee Ponds Special Rate and Charge are the ownership and the capital improved value of rateable land used, or reasonably capable of being used, for commercial retail or professional purposes, which rateable land is situated within the geographical area in which the properties described in paragraphs 7 and 8 of this declaration are included.
3. In declaring the Moonee Ponds Special Rate and Charge, is performing functions and exercising powers in relation to peace, order and good government of the municipal district of the City of Moonee Valley, in particular the encouragement of commerce, retail activity and employment opportunities within the area for which the Moonee Ponds Special Rate and Charge is declared.
4. Endorse the total cost of the performance of the function and the exercise of the power by Council (in relation to activities associated with the encouragement of commerce, retail activity and employment opportunities in the area for which the Moonee Ponds Special Rate and Charge is declared); and confirm that the total amount of the special rate and charge to be levied by Council is referable to an amount of \$160,000 in the first year and increase in \$10,000 increments, for a four year period (year four will collect \$190,000) collecting a total of \$700,000.
5. Set the period for which the Moonee Ponds Special Rate and Charge is declared and will remain in force is a period of four years commencing 1 July 2015 and ending on 30 June 2019.
6. Note amounts have respectively been assessed by –
 - a) an 80 per cent special rate component calculated and assessed by multiplying the capital improved value of each property in the boundary by a rate in the dollar (adjusted annually);
 - b) a 20 per cent fixed special charge component assessed as a flat charge of \$57.45 in the first year;
 - c) all properties not located on Puckle Street will have their rate component discounted by 20 per cent; and

- d) the special rate and charge will be capped at a maximum amount of \$5,000 per rated property.
7. Define that the area for which the Moonee Ponds Special Rate and Charge is declared, as all of the land referred to as the Business Precinct, as identified and shown on the plan set out in the attachment forming a part of this declaration (**Appendix A** – Schedule 1 - separately circulated).
 8. Define the land in relation to which the Moonee Ponds Special Rate and Charge is declared as all that rateable land described in the listing of rateable properties set out in the attachment forming a part of this declaration (**Appendix A** – Schedule 2 - separately circulated).
 9. Levy the special rate and charge by sending a notice of levy in the prescribed form annually to the person who is liable to pay the special rate and charge, which will require that the special rate and charge must be paid by two instalments, to be paid by the dates which are fixed by Council in the notice.
 10. Consider cases of financial and other hardship and may reconsider other payment options for the Moonee Ponds Special Rate and Charge.
 11. Endorse that no incentives will be given for payment of the Moonee Ponds Special Rate and Charge before the due date for payment.
 12. Considers that there will be a special benefit to the persons required to pay the Moonee Ponds Special Rate and Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the special rate and charge, and directly and indirectly as a result of the expenditure of the Special Rate and Charge the viability of the Business Precinct as a business, commercial and retail area, and the value and the use, occupation and enjoyment of the properties and the businesses included in the Moonee Ponds Special Rate and Charge will be maintained or enhanced through increased economic activity.
 13. For the purposes of having determined the total amount of the Moonee Ponds Special Rate and Charge to be levied under the scheme, further considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the special rate and charge is in a ratio of 1:1 (100 per cent). This is on the basis that, in the opinion of Council, all of the services and activities to be provided from the expenditure of the Moonee Ponds Special Rate and Charge are marketing, promotion and advertising related and will accordingly only benefit those properties and businesses included in the scheme that are used, or reasonably capable of being used, for retail, commercial or professional purposes.
 14. Authorise the Chief Executive or the person for the time being acting in that position, for the purposes of paragraph 14 of this resolution, to prepare the funding agreement between Council and the Traders Association by which administrative arrangements in relation to the Moonee Ponds Special Rate and Charge are confirmed, such agreement being to ensure that at all times, and as a precondition to the payment of any fund by Council to the Traders Association, Council is and

remains, legally responsible for approving, directing and controlling the expenditure of the proceeds of the Moonee Ponds Special Rate and Charge in accordance with its obligations under the Local Government Act 1989 to do so, and such funding agreement to be submitted to Council for sealing.

15. Enters into a funding agreement with Moonee Ponds Rate Levy Association to enable the administration of proceeds of the Moonee Ponds Special Rate and Charge for the period of the special rate and charge.
16. Give notice to all owners and occupiers of properties included in the Moonee Ponds Special Rate and Charge and all persons who have lodged a submission and/or and objection in writing of the decision of Council to declare and levy the Moonee Ponds Special Rate and Charge commencing on 1 July 2015, and the reasons for the decision.
17. Confirm that for the purpose of paragraph 16, the reasons for the decision of Council to declare the Moonee Ponds Special Rate and Charge are that –
 - a) There is minimal objection to the Scheme and it is otherwise considered that there is a broad level of support for the special rate and charge from all properties owners and occupiers;
 - b) Council considers that it is acting in accordance with the functions and powers conferred on it under the Local Government Act 1989, having regard to its role, purposes and objectives under the Act, particularly in relation to the encouragement of commerce, retail activity and employment opportunities in and around the Scheme area;
 - c) All persons who are liable or required to pay the Moonee Ponds Special Rate and Charge and the properties respectively owned or occupied by them will receive a special benefit in the form of an enhancement or maintenance in land values and/or a maintenance or enhancement in the use, occupation and enjoyment of the properties; and
 - d) The basis of distribution of the Moonee Ponds Special Rate and Charge amongst those persons who are liable or required to pay the special rate and charge is considered to be fair and reasonable.
18. Advise the Traders Association of the matters specified in paragraphs 1, 14 and 15 of this resolution.

Background

The Moonee Ponds Special Rate and Charge has been operating since 1994 in the business precinct and it is considered that the services provided from the proceeds have provided a special benefit to the rated businesses and properties within the boundary. The current Moonee Ponds Special Rate and Charge will expire on 30 June 2015.

The services that have been provided from the proceeds of the special rate and charge, all being marketing-related, have been designed to benefit the commercial and business and property owners in the Moonee Ponds business precinct. The Moonee Ponds Special Rate and Charge currently raises \$156,000 annually.

It is worth noting that two trader associations currently operate within the Moonee Ponds business precinct, these being the Moonee Ponds Rate Levy Association who disburse

the special rate and charge proceeds and the Moonee Ponds Chamber of Commerce who undertake an advocacy role in the precinct.

The Moonee Ponds Rate Levy Association provided a written request in April 2015 that Council declare a new special rate and charge for the Moonee Ponds business precinct.

Discussion

Submissions

Council received nine (9) submissions including one (1) endorsement and eight (8) objections from approximately 1,000 business operators and property owners who were written to within the precinct. Refer (**Appendix B** - separately circulated).

Summary of submissions

Seven of the objections received where on the grounds that they derived little benefit from the promotional and marketing strategies implemented by the Moonee Ponds Rate Levy Association due to their businesses being located near the periphery of the special rate and charge boundary. Of these objections, four businesses which offer professional services, believed street trading is not how they promote their core business and as such believed there was no perceived benefit from the special rate and charge.

The eighth objection, (Moonee Ponds Central), commented that their special rate and charge was better handled in one capped charge to the centre management. Under the proposed special rate and charge, the Moonee Ponds Central tenants (74 in total) will be levied individually raising a total of \$15,537.53. If Council considers altering the rate to one rate notice then under the proposed special rate and charge the rate this will be capped at \$5,000. If this amendment were considered, a recalculation of the rate and charge will need to be considered for the whole of the Moonee Ponds business precinct to cover the \$10,537.53 thus increasing the costs for all other properties in the boundary.

One endorsement was received from Moonee Ponds Chamber of Commerce, as the peak industry body for the precinct, who believe the rate levy is vital for the success of our local businesses and the Moonee Ponds business precinct as a whole.

The Moonee Ponds Rate Levy Association has developed a draft Business Plan (**Appendix C** - separately circulated) to guide marketing and promotion for the business precinct over the next four years.

Submitters were invited to present in person at a meeting to support their submission. Four businesses presented to a Committee of a Whole of Council on 2 June 2015.

In consideration of all the submissions, this report recommends that each commercially rateable property included in the Moonee Ponds business precinct boundary is required to pay the special rate and charge and will receive a special benefit because the viability of the business precinct as a commercial, retail and professional area will be enhanced through economic activity.

Consultation

Council has consulted extensively with the Moonee Ponds Rate Levy Association, business operators and property owners throughout the process.

In October 2014, a survey was sent to all business and property owners within the Moonee Ponds business precinct seeking feedback on the current rate and whether or not they support its renewal. Overall, 38 per cent of respondents indicated support for the rate. However, this varied by location with higher levels of support on Puckle Street and very low levels of support amongst businesses on Mt Alexander Road.

In February 2015, local Moonee Ponds businesses met for a workshop to contribute to the future vision for the Moonee Ponds business precinct, as well as provide comment on the pending renewal of the Moonee Ponds Special Rate and Charge. In attendance were approximately 20 Moonee Ponds traders including members of the Moonee Ponds Rate Levy Association, who currently manage the rate.

Businesses attending the workshop were in agreement to continue the special rate and charge and not change the boundary. Feedback also indicated interest in creating a more equitable rate with a fixed rate component, not just based on the CIV value of the property. Further comment advocated for a higher financial cap on major businesses contributing such as Mirvac and Moonee Valley Racecourse.

Public notices in accordance with sections 163(1A) and 163B(3) of the Local Government Act, appeared in *The Age* on Wednesday 29 April 2015, the *Moonee Valley Weekly* on Tuesday 12 May 2015 and the *Moonee Valley Leader* on Wednesday 13 May 2015 requesting submissions and objections.

Every property owner and trader involved within the Moonee Ponds Special Rate and Charge boundary was notified via letter which included copies of the advertisement placed in *The Age*, and detailed information regarding how to make a submission or objection to the Special Rate and Charge. Submissions were required to be lodged with Council by 5pm on Wednesday 27 May 2015 and verbal submission/s heard at a Section 223 Committee hearing at 6pm on Tuesday 2 June 2015.

Implications

1. Legislative

In accordance with Section 163 of the Local Government Act 1989 Council must determine a number of matters when considering a new special rate or charge. These matters are addressed in this report.

2. Council Plan / Policy

Theme 4: Vibrant and Diverse

Strategic objective 1: Support economic growth and development in the municipality.

Economic Development Strategy 2014

Economic Theme 1: Active precincts for all.

To achieve these outcomes, the implementation of a special rate and charge will assist shopping centres like the Moonee Ponds Business District to remain vibrant and successful.

3. Financial

Council's contribution to the special rate and charge is the provision of resources for set up and administration. This is included in the operational budgets of the various departments involved.

4. Environmental

The special rate and charge aims to support local businesses which in turn supports the local community. By shopping locally, residents can reduce traffic congestion and related impacts to the environment.

Conclusion

The renewal for the Moonee Ponds Special Rate and Charge has the support and endorsement of the Moonee Ponds Rate Levy Association. It is considered that all of the commercial, retail and professional properties in the Moonee Ponds business precinct will derive a special benefit from the expenditure of special rate and charge funds and the viability of the business precinct as a commercial and retail centre will be further enhanced.

The intention to declare a special rate and charge by way of renewal has invited public comment and provided Council the opportunity to review the proposed rate in light of public submissions before its ultimate declaration.

The renewal of the special rate and charge provides a sound financial basis for the Moonee Ponds Rate Levy Association to respond to economic challenges and to promote the Moonee Ponds business precinct for another four year period. The economic vibrancy of Moonee Ponds is dependent on traders working cohesively to protect and enhance their investment in the Moonee Valley community.

9.5 2015/16 Review of the 2013-17 Council Plan

File No: FOL/09/577
Author: Manager Communications & Corporate Planning
Directorate: Corporate Services
Ward: Municipal

Purpose

The purpose of this report is to seek Council's endorsement of proposed adjustments to the Council Plan 2013-17 ('Council Plan') identified in the 2015/16 review.

Executive Summary

- The Council Plan is in the second year of implementation towards achieving the five themes for the four-year period.
- The *Local Government Act 1989* requires Council to consider whether any adjustments to the Council Plan are required in respect of the remaining period of the Council Plan at least once in each financial year.
- The proposed adjustment to the Council Plan is a revision of the four-year Strategic Resource Plan.

Recommendation

That Council endorse the proposed adjustment to the Council Plan 2013-17, consisting of the revised Strategic Resource Plan.

Background

The Council Plan 2013-17(refer **Appendix A** - separately circulated) was adopted by Council on 25 June 2013 and came into effect on 1 July 2013. The Council Plan was developed in line with the Community Vision: *Moonee Valley Next Generation 2035*.

The Council Plan identifies five themes:

- Friendly and safe
- Green, clean and beautiful
- Sustainable living
- Vibrant and diverse
- Excellence in governance.

Discussion

The 2015/16 review has identified one proposed adjustment to the Council Plan under the *Local Government Act 1989*:

- A revised Strategic Resource Plan 2014/15 – 2017/18.

The revised Strategic Resource Plan 2014/15 – 2017/18 is anticipated to be adopted by Council on 23 June 2015.

Consultation

This adjustment is not significant and does not require Council to advertise for public submissions under the *Local Government Act 1989*. It should be noted that the Strategic Resource Plan will be advertised for public submissions within the budget consultation process.

Implications

1. Legislative

The *Local Government Act 1989* requires Council to consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan, at least once in each financial year.

2. Council Plan / Policy

Council sets out its strategic direction and priorities through the Council Plan 2013-17 and the Budget with all services and capital works aligned to the Themes of the Plan.

3. Financial

There are no budgetary or funding considerations as a result of this report.

4. Environmental

There are no environmental impacts as a result of this report.

Conclusion

Council will review its Council Plan on an annual basis in accordance with the *Local Government Act 1989* to ensure that the Council Plan is current and relevant for each year. It is proposed this year's review will comprise the addition of an updated Strategic Resource Plan, thus meeting the requirements of the *Local Government Act 1989*.

9.6 **Adoption of Budget 2015/16**

File No: FOL/15/341
Author: Manager Finance
Directorate: Corporate Services
Ward: Municipal

Purpose

To present to Council the Annual Budget 2015/16 (the Budget) for adoption, including the Strategic Resource Plan 2016-19, and to declare the Rates, Levies and Annual Service Charges for the 2015/16 financial year.

Executive Summary

- In accordance with Sections 127 and 130 of the Local Government Act 1989 and Regulation 8 of the Local Government (Planning and Reporting) Regulations 2014, Council is required to prepare and adopt an Annual Budget by 30 June and submit it to the Minister within 28 days after adoption.
- The Budget establishes a direction for the future to support the achievement of the objectives and outcomes of the Council Plan 2013-2017.
- The Budget includes a 5.0% rate increase for 2015/16.
- The pensioner rebate scheme has again been extended at \$20 for eligible pensioners. The Council rebate is in addition to the State Government Eligible Pensioner Rebate of \$213.00, providing a total rebate of \$233.00.
- The Budget provides detailed information with regard to the major impacts for 2015/16. It also provides details with respect to Council's financial management principles to ensure a financially sustainable future.
- The following changes to the Proposed Budget 2015/16 are after consideration of submissions received and heard at the Special Committee of Council held 2 June 2015:
 - a) \$61,000 for the installation of a scorer's box and the upgrade for extension for out of play fencing and a dug out for players at Essendon Baseball Club.
 - b) \$20,000 for the purchase and installation of 2 player benches/shelters and 1 umpire shelter at Essendon Hockey Club.
 - c) \$10,000 contribution to Moonee Valley Toy Library Avondale Heights Branch.
 - d) \$10,000 contribution to Installation of Eternal Flame at Keilor East RSL.
 - e) Removal of Steele Creek Shared Path Lighting Upgrade – Stage One, \$50,000.

Recommendation

That Council:

1. Adopts the Annual Budget 2015/16 (provided as **Appendix A** separately circulated).
2. Authorise the Chief Executive to give public notice of this decision in accordance with Section 129 of the *Local Government Act 1989*.
3. Respond to those who lodged a submission on the Proposed Budget 2015/16 in writing advising of Council's decision and the reason for the decision in accordance with Section 223(1) (d) of the *Local Government Act 1989*.
4. Grant a rebate in relation to rates and charges to all Moonee Valley residents eligible within the meaning of the *State Concessions Act 1986*. The maximum rebate is \$20.
5. Declare the Rates, Levies and Annual Service Charges for the 2015/16 financial year (provided as **Appendix B**).
6. Adopt the Strategic Resource Plan 2016-2019 (provided as **Appendix C**).

Background

At its Ordinary Meeting of 28 April 2015, Council adopted in principal its Proposed Budget 2015-2016 and called for submissions in accordance with Section 223 of the Local Government Act 1989 ("the Act").

As part of the 2015-2016 Budget process, Council undertook extensive community consultation prior to the development of the Proposed Budget including the 'Have Your Say' community engagement from 14 January to 22 February 2015 and the 'Have Your Say' marquee at the Moonee Valley Festival on 22 February 2015.

The community feedback and recommendations were considered at great length during the development of the Proposed Budget.

At a Meeting of a Special Committee of Council, comprising all Councillors, 16 submissions on the Proposed Budget 2015/16 were tabled, with 3 speaking to their submissions. Budget submissions have been considered by the Special Committee of Council.

Discussion

The Budget 2015/16 seeks to balance the competing demands for Council services and infrastructure, and the community's capacity to pay, using prudent financial management principles to ensure financial sustainability. The Budget is expected to deliver recurrent surpluses in order to fund capital works. Council proposes no new borrowings.

A 5.0% rate increase for the 2015/16 year will enable Council to continue to deliver a vast range of services and projects to its community as highlighted in the Budget 2015/16.

The Budget 2015/16 includes operating expenditure of \$134.4 million. The Council will commit significant funding to support various services for individuals and families in our community including:

- Home care, personal care and respite care to older and frail aged adults and people with a disability;
- Childcare, kindergarten and maternal and child health;
- Business support and networking programs;
- Community meals to resident's homes;
- Maintain roads, parks footpaths, bike paths, drains, sporting fields and community buildings;
- Provide planning and building services, waste and recycling collections, and run a variety of environmental programs.

The budget includes a capital works program of \$30.9 million. This includes a conservative estimate of works to be carried over from the 2014/15 financial year of \$6.4 million. The highlights of the capital program include:

- \$7.6 million invested in the development and renewal of Council facilities including:
 - \$2.6 million for Ascot Vale Leisure Centre Aquatics renewal;
 - \$0.3 million on The Incinerator Gallery renewal works and
 - \$0.9 million for improvements at Lebanon Reserve Pavilion, Strathmore;
- \$3.8 million allocated to local roads;
- \$1.5 million invested in drainage;
- \$3.0 million invested in open space, including \$0.7 million for the Airport West Green Spine project.

The Budget and Council's financial plan achieve these levels of service and investment in community infrastructure by:

- Providing for an operating surplus of \$9.1 million. Excluding capital grants and contributions, the underlying result, which is a measure of financial sustainability, is anticipated to be a surplus of \$8.3 million.
- No new borrowings.

The Budget sets clear directions for the delivery of Council programs and builds upon the main financial and operational strategies previously established. The exhaustive analysis of the information provided and the review process undertaken to establish the budget for 2015/16 have produced a financially responsible budget that will continue to assure Council's long-term financial strength.

The Budget 2015/16 includes the Budgeted Financial Statements and the Fees and Charges Schedule for the 2015/16 financial year (provided as **Appendix A** – separately circulated).

The Strategic Resource Plan 2016-2019 (provided as **Appendix C**) is associated with the Council Plan 2013-2017. The first annual review of the Council Plan 2013-2017 was considered by the Council at its Ordinary Meeting held on 22 April 2014.

Consultation

In addition to the statutory period of public consultation, the community has been consulted extensively in the development of the Proposed Budget 2015/16 during the “Have Your Say” campaign.

Implications

1. Legislative

The Annual Budget 2015/16 has been developed in accordance with Sections 127 and 130 of the *Local Government Act 1989*, and Regulation 8 of the Local Government (Planning and Reporting) Regulations 2014.

The Strategic Resource Plan 2014-2018 has been developed in accordance with Section 126 of the *Local Government Act 1989*.

2. Council Plan / Policy

The Annual Budget 2015/16 assists Council in meeting its strategic objective of Excellence in Governance.

3. Financial

The Annual Budget 2015/16 has been developed in accordance with the principles of sound financial management and financial sustainability.

4. Environmental

Nil.

Conclusion

The Annual Budget 2015/16 provides clear direction in the resources allocated to support the objectives and outcomes of the Council Plan 2013-2017 and ensures Council remains financially sustainable into the future to continue to fulfil the aspirations of its community.

APPENDIX B

2015/16 Declaration of Rates and Charges

With respect to the 2015/16 financial and rating year and in accordance with Section 158 of the *Local Government Act 1989*, Council declares:

1. That an amount of \$101,609,840 is intended to be raised by General Rates and Service Charges, calculated as follows:

a. General Rates	\$83,349,559
b. Municipal Charges	\$ 7,198,071
c. Garbage Charges	\$ 6,411,204
d. Green Waste	\$ 1,607,894
e. Special Charges	\$ 365,000
f. Rates in Lieu (Ex-Gratia)	\$ 1,428,112
g. Supplementary Rates and Charges	\$ 650,000
2. A municipal charge of \$135.70 in respect of each separate parcel of Rateable Land.
3. There is no minimum rate.
4. General Rates will be raised by the application of differential rates.
5. Council considers that differential rates will contribute to the equitable and efficient carrying out of Council functions that:
 - a. The respective objectives of each differential rate be those as specified in the schedule to this declaration;
 - b. The respective types or classes of land which are subject to each differential rate be those as defined in the schedule to this declaration;
 - c. The respective uses and levels of each differential rate in relation to those respective types or classes of land be those as described in the schedule to this declaration; and
 - d. The relevant used of, geographical locations of, planning scheme zonings of and types of buildings on the respective types or classes of land be those as identified in the schedule to this declaration.
6. That the General Rates will be raised by the application of the differential rate to the Capital Improved Value (CIV) of each rateable land.
7. That three (3) differential rating categories be declared for the rateable land having characteristics specified below, which will form the criteria for the differential rate so declared:

a. **Residential Land (including Vacant Land)** means any rateable land:

- i. which is occupied or adapted to be occupied for residential purposes but excluding any land which is used as or for a boarding house, hostel or similar purpose; or
- ii. on which no building has been erected and located within the Residential 1 Zone under the Moonee Valley Planning Scheme.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets;
- development and provision of health and community services; and
- provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics described above. The money raised by the differential rate will be applied to the items of expenditure described in the budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries. The use of the land within this differential rate, in the case of improved land, is any use of land.

The characteristics of planning scheme zoning are applicable to the determination of vacant land, which will be subject to the rate applicable to residential land. The vacant land affected by this rate is that which is zoned residential under the Moonee Valley Planning Scheme. The classification of land which is improved will be determined by the occupation and use of that land and have reference to the Planning Scheme zoning.

b. **Non-Residential Land** means any rateable land which is:

- i. occupied or adapted to be occupied for commercial or industrial purposes; and
- ii. is not residential land; and
- iii. is not non-residential vacant land

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- construction and maintenance of infrastructure assets;
- development and provision of health and community services; and
- provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics described above. The money raised by the differential rate will be applied to the items of expenditure described in the budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries. The use of the land within this differential rate, in the case of improved land, is any use of land. The classification of land which is improved will be determined by the occupation and use of that land and have reference to the Planning Scheme zoning.

The types of buildings on the land within this differential are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2012/13 financial year.

c. **Non-Residential Vacant Land** means any rateable land for which:

- i. no occupancy permit has been issued under the *Building Act 1993*; and
- ii. which is located other than in the Residential 1 Zone under the Moonee Valley Planning Scheme.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the following, as well as the loss from the non-development of land through perceived 'land banking' by property speculators:

- construction and maintenance of infrastructure assets;
- development and provision of health and community services;
- provision of general support services;
- foregone community and economic development due to underutilisation of land and infrastructure;
- low amenity outcomes on undeveloped or underdeveloped land; and
- upward pressures on housing and business premises rents and prices due to reduced supply relative to demand.

The types and classes of rateable land within this differential rate are those having the relevant characteristics described above. The money raised by the differential rate will be applied to the items of expenditure described in the budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries. The characteristics of Planning Scheme zoning are applicable to the determination of vacant land which will be subject to the rate applicable to non-residential land. The vacant land affected by this rate is that which is zoned anything other than residential under the Moonee Valley Planning

Scheme. The classification of land which is improved will be determined by the occupation and use of that land and have reference to the planning scheme zoning. The rates to apply to the differential categories declared are as follows:

Category	Rate
Residential Land (including Residential Vacant Land)	0.230226 cents in the dollar of CIV
Non-Residential Land	0.282026 cents in the dollar of CIV
Non-Residential Vacant Land	0.920900 cents in the dollar of CIV
Cultural and Recreational Land	0.230226 cents in the dollar of CIV

8. In accordance with Section 4(4) of the *Cultural and Recreational Lands Act 1963*, recreational land properties are rateable as Residential Land. Recreational Land properties are categorised as follows:
 - Category 1 – 0% rebate. Properties operated by a for-profit professional sporting entity.
 - Category 2 – 95% rebate. Properties that meet the definition of Cultural and Recreational Land that are not Category 1 Cultural and Recreational properties.
9. Declare an annual service charge, to be known as the Garbage Charge, in the sum of \$138.00 in respect of each separate parcel of Rateable and Non-Rateable land excluding Vacant Land who receives a Council garbage collection.
10. Declare an annual service charge, for the collection and disposal of one green waste service in the sum of \$65.10 (or \$40.10) for eligible recipients within the meaning of the *State Concessions Act 1986*) in respect of each separate parcel of rateable land, where the owner/ratepayer has elected to use the services of the Green Waste bin collection service, be levied for the period commencing 1 July 2015 and ending 30 June 2016.
11. Subject to Sections 171, 171A and 172 of the *Local Government Act 1989*, Council will require a person to pay interest on any rates and charges which:
 - a. That person is liable to pay; and
 - b. have not been paid by the date specified for their payment.
12. An interest rate of 9.5% be charged on all outstanding rates and debtor accounts with the exception of special charge schemes.
13. An interest rate of 1% more than the current borrowing rate be charged on all outstanding amounts of special charge schemes, and remain at that rate for the life of the scheme.

14. The dates for the payments of rates and charges for 2015/16 being by instalments:

- | | |
|-------------------------------|-------------------|
| a. 1 st Instalment | 30 September 2015 |
| b. 2 nd Instalment | 30 November 2015 |
| c. 3 rd Instalment | 28 February 2016 |
| d. 4 th Instalment | 31 May 2016 |

APPENDIX C

Strategic Resource Plan 2015/16 – 2018/19

A central part of developing the Council Plan is accounting for the financial environment in which Council will work. The Strategic Resource Plan sets a financial framework which shapes each annual budget.

Key elements are:

- Long-term financial plan
- Human resources
- Asset management
- Standard financial statements

Long-term financial plan

Underpinning the Strategic Resource Plan is consideration of Council's immediate financial resources as well as the apparent trends impacting on Council's financial situation.

Important to this planning are the 'principles of sound financial management' in the *Local Government Act 1989* that essentially require Council to:

- manage financial risks prudently
- provide a reasonable degree of stability in level of the rates burden
- recognise financial effects on future generations
- ensure full, accurate, timely disclosure of financial information

Key financial impacts

Council's finances are driven by the quantity and service standards of the activities it delivers. These finances impact on its expenditure, including staff wages and salaries, as well as asset management and its revenue, namely Council rates, fees and charges and government grants.

Cost-shifting by State and Federal Governments and increasing community demand continues to place significant pressure on Council's ability to provide services, facilities and infrastructure. Government grants to Council for both operating and capital programs continue to decline in real terms, with service requirements, generally regulatory and/or legislative in nature, increasing. Rates and charges income still remains a significant source of total Council income.

Financial planning assumptions

The figures in the budgeted standard financial tables forecast Council's likely budget situation for each financial year during 2013-17. These are based on a set of assumptions about projected changes in income and expenditure as set out below.

Assumed yearly change

Rates	5.0 per cent
Salaries	3.5 per cent
Contracts and material	3.0 per cent
Statutory fees and charges	2.0 per cent
Non-statutory fees and charges	4.0 per cent – 6.0 per cent

These assumptions are a starting point that allows Council to forward plan – they are not commitments. Future considerations by Council and issues facing the city will continue to shape these decisions.

Human resource management

Council's human resource programs continue to benefit the community through the achievement of value for money services, including continuous improvement and performance enhancement and our ongoing commitment to staff learning and development.

Enterprise Agreement negotiations have commenced. The next Agreement is expected to be in line with industry standards and in return for further productivity improvements.

Risk management

Council continues to achieve risk management audit results that are among the best in the State by ensuring that all Council departments comply with our risk management policies and processes. These policies and processes cover the maintenance of Council's infrastructure, including parks and gardens, trees, roads, footpaths, playgrounds and facilities. Our risk management policies and processes will continue to be regularly reviewed and updated with ongoing training provided to staff to ensure our community has access to excellent quality infrastructure.

Occupational health and safety

The human resource strategic safety program, underpinned by Council's Occupational Health and Safety Management System, will seek to maintain annual reductions in incidents that result in staff injuries and lost work time.

Asset management

Council owns a significant number of assets such as roads, footpaths, community halls and parks so that Council can deliver services to the community. In order to sustainably and responsibly manage these assets, Council has developed an Asset Management Strategy.

A central part of the Asset Management Strategy is the development of asset management plans for each class of asset:

- Roads
- Facilities
- Open space
- Drainage
- Plant

- Equipment
- Furniture

A large proportion of Council assets were constructed between the 1950s and 1970s. Many of these assets are at the end of their lifespan and will require renewal or replacement in the near future. The challenge facing Local, State and Commonwealth Governments will be how to fund these works.

Council continues to implement related strategies, including the Integrated Transport Plan, Road Safety Plan, Open Space Strategy and the Community Facilities Plan to ensure the renewal and upgrading of existing assets. An Asset Management system and asset management plans are being implemented for roads, footpaths, drainage and buildings to assist in managing assets for present and future generations.

Financial Statements 2015/16 – 2018/19

Comprehensive Income Statement

For the four years ending 30 June 2019

	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000
Income				
Rates and charges	101,010	106,045	111,331	116,880
Statutory fees and fines	5,983	6,143	6,105	6,164
User fees	15,974	16,092	16,609	17,084
Grants - Operating	15,103	15,275	15,666	15,960
Grants - Capital	833	1,000	1,000	1,000
Contributions - monetary	2,500	2,500	2,500	2,500
Other income	2,145	2,223	2,078	2,333
Total income	143,548	149,278	155,289	161,921
Expenses				
Employee costs	67,749	71,535	73,987	76,659
Materials and services	46,764	48,381	50,073	51,827
Bad and doubtful debts	333	365	370	374
Depreciation and amortisation	18,982	19,694	20,408	21,124
Borrowing costs	289	45	0	0
Other expenses	531	531	542	554
Net (gain)/loss on disposal of property, infrastructure, plant and equipment	(234)	(186)	(200)	(213)
Total expenses	134,414	140,365	145,180	150,325
Surplus for the year	9,134	8,913	10,109	11,596
Other comprehensive income				
Other	0	0	0	0
Total comprehensive result	9,134	8,913	10,109	11,596

Balance Sheet

For the four years ending 30 June 2019

	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000
Current assets				
Cash and cash equivalents	33,025	36,160	41,761	48,814
Trade and other receivables	8,787	8,916	9,067	9,226
Other assets	689	689	689	689
Total current assets	42,501	45,765	51,517	58,729
Non-current assets				
Financial Assets	245	245	245	245
Property, infrastructure, plant & equipment	1,234,501	1,239,879	1,244,987	1,250,122
Investment property	4,161	4,161	4,161	4,161
Intangible assets	471	471	471	471
Total non-current assets	1,239,378	1,244,756	1,249,864	1,254,999
Total assets	1,281,879	1,290,521	1,301,381	1,313,727
Current liabilities				
Trade and other payables	10,089	10,089	10,089	10,089
Trust funds and deposits	1,471	1,471	1,471	1,471
Provisions	11,970	12,640	13,310	13,980
Interest-bearing loans and borrowings	1,020	0	0	0
Total current liabilities	24,550	24,200	24,870	25,540
Non-current liabilities				
Trade and other payables	0	0	0	0
Provisions	1,554	1,634	1,714	1,794
Interest-bearing loans and borrowings	(0)	(0)	(0)	(0)
Total non-current liabilities	1,554	1,634	1,714	1,794
Total liabilities	26,104	25,834	26,584	27,334
Net assets	1,255,775	1,264,687	1,274,797	1,286,393
Equity				
Accumulated surplus	479,689	485,051	491,611	499,657
Reserves	776,086	779,636	783,186	786,736
Total equity	1,255,775	1,264,687	1,274,797	1,286,393

Statement of Changes in Equity

For the four years ending 30 June 2019

	Total \$'000	Accum Surplus \$'000	Reval Reserve \$'000	Other Reserves \$'000
2016				
Balance at beginning of the financial year	1,246,641	473,165	760,332	13,144
Adjustment on change in accounting policy	-	-	-	-
Comprehensive result	9,134	9,134	-	-
Net asset revaluation increment(decrement)	-	-	-	-
Impairment losses on revalued assets	-	-	-	-
Reversal of impairment losses on revalued assets	-	-	-	-
Transfer to reserves	0	(4,250)	-	4,250
Transfer from reserves	0	1,640	-	(1,640)
Balance at end of the financial year	1,255,775	479,689	760,332	15,754
2017				
Balance at beginning of the financial year	1,255,775	479,689	760,332	15,754
Adjustment on change in accounting policy	-	-	-	-
Comprehensive result	8,912	8,913	-	-
Net asset revaluation increment(decrement)	-	-	-	-
Impairment losses on revalued assets	-	-	-	-
Reversal of impairment losses on revalued assets	-	-	-	-
Transfer to reserves	0	(4,250)	-	4,250
Transfer from reserves	0	700	-	(700)
Balance at end of the financial year	1,264,687	485,051	760,332	19,304
2018				
Balance at beginning of the financial year	1,264,687	485,051	760,332	19,304
Adjustment on change in accounting policy	-	-	-	-
Comprehensive result	10,110	10,110	-	-
Net asset revaluation increment(decrement)	-	-	-	-
Impairment losses on revalued assets	-	-	-	-
Reversal of impairment losses on revalued assets	-	-	-	-
Transfer to reserves	0	(4,250)	-	4,250
Transfer from reserves	0	700	-	(700)
Balance at end of the financial year	1,274,797	491,611	760,332	22,854
2019				
Balance at beginning of the financial year	1,274,797	491,611	760,332	22,854
Adjustment on change in accounting policy	-	-	-	-
Comprehensive result	11,596	11,596	-	-
Net asset revaluation increment(decrement)	-	-	-	-
Impairment losses on revalued assets	-	-	-	-
Reversal of impairment losses on revalued assets	-	-	-	-
Transfer to reserves	0	(4,250)	-	4,250
Transfer from reserves	0	700	-	(700)
Balance at end of the financial year	1,286,393	499,657	760,332	26,404

Statement of Cash Flows

For the four years ending 30 June 2019

	2016 \$'000 Inflows / (Outflows)	2017 \$'000 Inflows / (Outflows)	2018 \$'000 Inflows / (Outflows)	2019 \$'000 Inflows / (Outflows)
Cash flows from operating activities				
<i>Receipts</i>				
Rates and charges	100,791	105,916	111,180	116,721
Statutory fees and fines	6,581	6,757	6,716	6,780
User fees	17,571	17,701	18,270	18,792
Grants - operating	15,103	15,275	15,666	15,960
Grants - capital	833	1,000	1,000	1,000
Contributions - monetary	2,500	2,500	2,500	2,500
Interest received	860	870	870	870
Trust funds and deposits taken	0	0	0	0
Other receipts	1,285	1,353	1,208	1,463
Net GST refund / payment	5,095	5,193	5,359	5,555
Employee costs	(66,999)	(70,785)	(73,237)	(75,909)
Materials and services	(52,391)	(54,205)	(56,084)	(58,031)
Trust funds and deposits repaid	0	0	0	0
Other payments	0	0	0	0
Net cash provided by operating activities	31,230	31,575	33,447	35,703
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(29,171)	(28,303)	(28,718)	(29,305)
Proceeds from sale of property, infrastructure, plant and equipment	1,359	927	872	655
Net cash used in investing activities	(27,811)	(27,376)	(27,846)	(28,650)
Cash flows from financing activities				
Finance costs	(289)	(45)	0	0
Proceeds from borrowings	0	0	0	0
Repayment of borrowings	(2,837)	(1,020)	0	0
Net cash provided by (used in) financing	(3,126)	(1,065)	0	0
Net (decrease) increase in cash and cash equivalents	293	3,135	5,602	7,053
Cash and cash equivalents at beginning of the financial year	32,732	33,025	36,160	41,761
Cash and cash equivalents at end of the financial year	33,025	36,160	41,761	48,814

Statement of Capital Works

For the four years ending 30 June 2019

	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000
Property				
Land	-	-	-	-
Land improvements	-	-	-	-
Total land	-	-	-	-
Buildings	10,333	7,951	8,349	8,766
Building improvements	-	-	-	-
Leasehold improvements	-	-	-	-
Heritage buildings	-	-	-	-
Total buildings	10,333	7,951	8,349	8,766
Total property	10,333	7,951	8,349	8,766
Plant and equipment				
Plant, machinery and equipment	2,810	2,268	2,308	2,381
Fixtures, fittings and furniture	597	482	490	506
Computers and telecommunications	555	448	456	470
Heritage plant and equipment	-	-	-	-
Library books	631	509	518	535
Total plant and equipment	4,593	3,707	3,772	3,893
Infrastructure				
Roads	5,647	4,557	4,637	4,785
Bridges	233	188	191	197
Footpaths and cycleways	1,842	1,487	1,513	1,561
Drainage	2,823	2,279	2,318	2,392
Recreational, leisure and community facilities	1,620	1,307	1,330	1,373
Waste management	-	-	-	-
Parks, open space and streetscapes	3,817	3,081	3,135	3,235
Aerodromes	-	-	-	-
Off street car parks	-	-	-	-
Other infrastructure	30	24	25	25
Total infrastructure	16,012	12,923	13,150	13,570
Total capital works expenditure	30,938	24,971	25,409	26,220
Represented by:				
New asset expenditure	512	413	420	434
Asset renewal expenditure	13,762	11,108	11,303	11,663
Asset expansion expenditure	3,043	2,456	2,499	2,579
Asset upgrade expenditure	13,621	10,994	11,187	11,544
Total capital works expenditure	30,938	24,971	25,409	26,220

1. New works

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY									
Buildings	6,440	-	2,623	3,807	10	-	-	6,440	-
TOTAL PROPERTY	6,440	-	2,623	3,807	10	-	-	6,440	-
Plant, Machinery and Equipment	2,810	-	2,810	-	-	-	850	1,960	-
Fixture, Fittings and Furniture	535	-	348	123	65	-	-	535	-
Computers and Telecommunications	555	-	555	-	-	-	-	555	-
Library books	631	-	631	-	-	16	-	615	-
TOTAL PLANT AND EQUIPMENT	4,531	-	4,344	123	65	16	850	3,665	-
INFRASTRUCTURE									
Roads	5,376	17	3,829	695	835	327	-	5,049	-
Bridges	233	-	60	173	-	-	45	188	-
Footpaths and Cycleways	1,460	-	620	636	204	-	-	1,460	-
Drainage	1,460	-	425	1,035	-	-	-	1,460	-
Recreational, Leisure & Community Facilities	1,234	225	504	505	-	125	-	1,109	-
Parks, Open Space and Streetscapes	3,847	270	915	2,493	170	85	235	3,527	-
TOTAL INFRASTRUCTURE	13,610	512	6,353	5,536	1,209	537	280	12,793	-
TOTAL NEW CAPITAL WORKS 2015/16	24,581	512	13,319	9,466	1,284	553	1,130	22,898	-

2. Works carried forward from the 2014/15 year

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY									
Buildings	3,893	-	157	2,509	1,227	-	-	3,893	-
TOTAL PROPERTY	3,893	-	157	2,509	1,227	-	-	3,893	-
PLANT AND EQUIPMENT									
Fixture, Fittings and Furniture	62		16	16	30			62	
TOTAL PLANT AND EQUIPMENT	62	-	16	16	30	-	-	62	-
INFRASTRUCTURE									
Roads	221	-	-	221		-	-	221	-
Integrated transport plan	50	-	-	25	25	-	-	50	-
Footpaths and Cycleways	382	-	-	220	162	-	-	382	-
Drainage	1,363	-	240	1,015	108	-	-	1,363	-
Recreational, Leisure & Community Facilities	86	-	-	-	86	-	-	86	-
Parks, Open Space and Streetscapes	270	-	-	150	120			270	-
Other Infrastructure	30	-	30	-	-	-	-	30	-
TOTAL INFRASTRUCTURE	2,402	-	270	1,631	501	-	-	2,402	-
TOTAL CARRIED FORWARD WORKS 2014/15	6,357	-	443	4,156	1,758	-	-	6,357	-

3. Summary

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY	10,333	-	2,780	6,316	1,237	-	-	10,333	-
PLANT AND EQUIPMENT	4,593	-	4,360	139	95	16	850	3,727	-
INFRASTRUCTURE	16,012	512	6,623	7,167	1,710	537	280	15,195	-
TOTAL	30,938	512	13,762	13,622	3,042	553	1,130	29,255	-

Statement of Human Resources

For the four years ending 30 June 2019

	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000
Staff expenditure				
Employee costs - operating	67,749	71,535	73,987	76,659
Employee costs - capital	0	0	0	0
Total staff expenditure	67,749	71,535	73,987	76,659
	EFT	EFT	EFT	EFT
Staff numbers				
Employees	753.7	753.7	753.7	753.7
Total staff numbers	753.7	753.7	753.7	753.7

Summary of planned human resources expenditure

	2016 \$'000	2017 \$'000	2018 \$'000	2019 \$'000
Chief Executive				
- Permanent full time	1,403	1,481	1,532	1,587
- Permanent part time	281	296	306	317
Total Chief Executive	1,683	1,778	1,838	1,905
Corporate Services				
- Permanent full time	9,912	10,468	10,826	11,215
- Permanent part time	3,512	3,708	3,835	3,973
- Casuals and other	407	430	445	461
Total Corporate Services	13,831	14,606	15,105	15,649
City Works & Development				
- Permanent full time	11,242	11,871	12,277	12,719
- Permanent part time	867	916	947	981
- Casuals and other	224	236	244	253
Total City Works & Development	12,333	13,023	13,469	13,954
Environment & Lifestyle				
- Permanent full time	9,770	10,317	10,670	11,054
- Permanent part time	1,439	1,519	1,571	1,628
- Casuals and other	1,116	1,178	1,219	1,263
Total Environment & Lifestyle	12,325	13,015	13,460	13,945
Community Services				
- Permanent full time	12,977	13,696	14,168	14,682
- Permanent part time	13,347	14,094	14,578	15,107
- Casuals and other	1,253	1,324	1,369	1,418
Total Community Services	27,577	29,113	30,115	31,208
Total Staff Expenditure	67,749	71,535	73,987	76,659

Summary of planned human resources expenditure (continued)

	FTE	FTE	FTE	FTE
Chief Executive				
- Permanent full time	12.0	12.0	12.0	12.0
- Permanent part time	2.4	2.4	2.4	2.4
Total Chief Executive	14.4	14.4	14.4	14.4
Corporate Services				
- Permanent full time	98.6	98.6	98.6	98.6
- Permanent part time	34.9	34.9	34.9	34.9
- Casuals and other	4.1	4.1	4.1	4.1
Total Corporate Services	137.6	137.6	137.6	137.6
City Works & Development				
- Permanent full time	115.5	115.5	115.5	115.5
- Permanent part time	8.9	8.9	8.9	8.9
- Casuals and other	2.3	2.3	2.3	2.3
Total City Works & Development	126.7	126.7	126.7	126.7
Environment & Lifestyle				
- Permanent full time	113.8	113.8	113.8	113.8
- Permanent part time	16.8	16.8	16.8	16.8
- Casuals and other	13.0	13.0	13.0	13.0
Total Environment & Lifestyle	143.6	143.6	143.6	143.6
Community Services				
- Permanent full time	155.9	155.9	155.9	155.9
- Permanent part time	160.4	160.4	160.4	160.4
- Casuals and other	15.1	15.1	15.1	15.1
Total Community Services	331.4	331.4	331.4	331.4
Total Staff Expenditure	753.7	753.7	753.7	753.7

9.7 Five Mile Creek Reserve Master Plan

File No: FOL/14/114
Author: Manager Leisure & Open Space Planning
Directorate: Environment & Lifestyle
Ward: Buckley

Purpose

To seek approval of Council to endorse the Five Mile Creek Reserve Master Plan.

Executive Summary

- Council has developed a Master Plan to guide the future planning and management of the Five Mile Creek Reserve. A copy of the Master Plan is provided as **Appendix A** (separately circulated).
- The Master Plan provides the framework for restoration and management of the Reserve as well as improvements to pathways and infrastructure within the park to improve water quality, habitat and vegetation and informal recreation opportunities for the community.
- The Master Plan was developed in consultation with key stakeholders and the community and has received overwhelming support.

Recommendation

That Council adopt the Five Mile Creek Reserve Master Plan.

Background

Five Mile Creek is a public open space of approximately five hectares, located at the confluence of Moonee Ponds Creek and Five Mile Creek, off Government Road in Essendon.

Five Mile Creek is a tributary of the Moonee Ponds Creek. The Five Mile Creek catchment historically extended as far as the Essendon Airport as a sequence of vegetated water holes, however urbanisation has seen most of the Creek buried within piped stormwater drains. The construction of the Tullamarine Freeway and its associated drainage system has also reduced the extent of the catchment.

Five Mile Creek Reserve has a rich history, including pre-European habitation. Local Friends of groups are active in creating tranquil green open space around the two waterways through their community planting days.

The Reserve is defined in the Open Space Strategy as a Regional Park, its primary classification being 'Waterway' and secondary classifications being 'Nature Conservation' and 'Linear'.

Five Mile Creek Reserve currently lacks a Master Plan or Management Plan to guide future works. The Open Space Strategy recommends Council "*prepare and implement*

a landscape Management Plan for this Reserve in consultation with Melbourne Water, taking into consideration the environmental and recreational values of this area”.

The Master Plan incorporates the landscape management plan as it captures broader improvements to amenities and function of the Reserve.

Discussion

Five Mile Creek Reserve contains remnants of past history for both Wurundjeri and European settlement and hence it is a unique site within the City of Moonee Valley. Silcrete tools have been found along the embankment signifying activity by the Wurundjeri people.

Post 1950's the Moonee Ponds Creek and Five Mile Creek were realigned to increase drainage capacity with significant earthworks and channelling. These changes to the waterways now requires the site to have improved management practices due to increased weed growth and a decrease in the ecological value to the area. The Master Plan has been informed by a review of the existing conditions and recommends improvements for the long term management of the site.

The popular shared pathway along the Moonee Ponds Creek forms part of the Reserve and recommendations within the Walking and Cycling Strategy are incorporated into the Master Plan.

Key features of the Master Plan include:

- land management recommendations including weed control measures and planting types
- improvements to the quality and extent of path access throughout the Reserve
- recommendations for water quality improvements within the creek network
- increased revegetation and tree planting within the Reserve
- improvements to amenity within the Reserve, including provision of seating, drinking fountain and bins
- provision of historical interpretive signage and recognition of the Wurundjeri on the Reserve and surrounding creek corridor.

Consultation

On 1 November 2014, Council commenced initial information gathering to determine community attitudes to Five Mile Creek Reserve and to assist with the development of the Draft Master Plan. Council also commissioned a Land Management Plan for the Reserve to help guide the revegetation and weed management of the site. The information generated was used to inform a Draft Master Plan, which was approved for consultation at its Ordinary Meeting of Council on 24 March 2015.

The second round of Community Consultation on the Draft Master Plan was undertaken during the month of April and included a community information session and barbeque at the Reserve on Saturday, 18 April. In addition to the information session conducted at the Reserve, flyers were sent out to residents within 500 metres of the reserve. Feedback was collected in person, via email and a returned paid envelope from 30 March until 24 April 2015.

Council received 14 written responses and approximately 20 community members attended the information session. Community response to the Draft Master Plan gathered was positive, with the largest number of responses supporting upgrades to pathways throughout the reserve to improve safety and amenity. The community also supported measures to improve water quality within the creek system, revegetation and tree planting, general improvements to amenity and provision of historical interpretive signage to illustrate past occupation of the site by indigenous people.

The Draft Master Plan was also consulted on internally across Council, as well as with external stakeholders such as Melbourne Water to ensure that the proposed Master Plan actions were feasible and would receive support.

A summary of the feedback during the Draft Master Plan consultation can be found in **Appendix B** (separately circulated).

Implications

1. Legislative

Prior to any construction works a Cultural Heritage Management Plan (CHMP) will be required. Any built works undertaken as a result of this Master Plan will need to comply with the relevant Australian standards and requirements of a Cultural Heritage Management Plan as required under the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Regulations 2007*.

2. Council Plan / Policy

Planning for improvements to Five Mile Creek Reserve through the development of a Master Plan will contribute to:

Council Plan 2013-2017 Theme 'Green, Clean and Beautiful', Strategy 3: 'Seek opportunities to expand and protect habitat along waterways by providing significantly more indigenous planting'.

It will also 'Increase access to a broader range of play spaces appropriate for the whole family'.

Improvements within Five Mile Creek Reserve also have the potential to help meet the objectives of Council's Leisure Strategy (2013), Walking and Cycling Strategy (2012), and the City Sustainability Policy (2013).

3. Financial

The Master Plan will provide a long term framework for prioritising improvement works at Five Mile Creek Reserve. All of the Master Plan proposals will be subject to Council's annual budgetary process.

4. Environmental

The Five Mile Creek Reserve Master Plan will help Council meet the targets identified within the City Sustainability Policy, particularly with regard to biodiversity, waterway management, remnant vegetation management and sustainable transport.

Conclusion

Council's *Open Space Strategy* determined that Five Mile Creek Reserve is a Regional open space in Essendon. The Reserve is important due to its location with the confluence of the two waterways and the shared path network. It is of cultural significance for the Wurundjeri people given the native grassland area and the artefact discovery of silcrete tools on this Reserve.

The Master Plan, which was prepared in-house following stakeholder and community engagement, also includes land management recommendations to ensure improved management of this unique site.

The Master Plan establishes a long term vision for the Five Mile Creek Reserve and is required to guide future development of the Reserve.

9.8 Draft Riverside Golf & Tennis Centre Master Plan

File No: FOL/14/451
Author: Manager Leisure & Open Space Planning
Directorate: Environment & Lifestyle
Ward: Myrnong

Purpose

To endorse the Draft Riverside Golf and Tennis Centre (RGTC) Master Plan for community consultation.

Executive Summary

- The Draft RGTC Master Plan has been developed in consultation with the community and stakeholders. (Copy of the Plan provided as **Appendix A** – separately circulated).
- The Draft RGTC Master Plan is a strategic document that will guide the development and management of RGTC over the next ten years.
- The Draft RGTC Master Plan recommends short to long term priorities to increase participation rates in golf, tennis and netball whilst improving the cycling connection to the Maribyrnong River trail.
- The Draft RGTC Master Plan makes recommendations to improve course safety and reduce the number of errant golf balls exiting the facility.

Recommendation

That Council:

1. Endorse the Draft Riverside Golf and Tennis Centre Master Plan for community consultation.
2. Receive a further report documenting the consultation outcomes.

Background

RGTC is a multi-use sporting precinct located within the suburb of Ascot Vale. It sits in a picturesque location within the Maribyrnong River corridor and forms part of Fairbairn Park. The RGTC Master Plan follows on from the Fairbairn Park Master Plan which was developed in August 2013.

Facilities located at RGTC include a 9-hole golf course, driving range, tennis courts, netball courts, mini golf, high ropes challenge course, golf pro shop and restaurant/function centre.

RGTC is home to the Essendon Golf Club, Veterans Golf Club and Essendon Women's Golf Club, all of which provide valuable social connection and community engagement opportunities. RGTC is a popular centre attracting 83,000 visits annually to the golf,

netball and tennis facilities alone. RGTC is managed by Leisure Management Services (LMS) and is under contract until 2021.

The Master Plan responds to the opportunities arising from a comprehensive review and analysis of the centre. The Master Plan establishes a clear vision for the centre and has the ability to meet the changing needs and aspirations of the community. The opportunity to develop this plan in consultation with LMS means a collaborative approach to planning for the centre and that any proposals by LMS to further improve the centre are in line with the agreed vision. The plan is aligned with the objectives and principles of Council's Leisure Strategy 2013-2023 and Sports Development Plan 2014-2023.

Discussion

The Draft Master Plan provides recommendations to improve service delivery and safety at the Riverside Golf and Tennis Centre. The plan aims to increase social and organised sporting opportunities within the facility by improving netball, tennis and golf facilities while also developing a gateway to the Maribyrnong River Trail to increase cycling and pedestrian access.

A snap shot of some of the issues identified in the Issues and Opportunity Report include the following:

Environment and facilities

- Melbourne Water limitations on further development and challenges regarding provision of additional infrastructure.
- Ageing driving range facility, poor orientation of driving range and lack of definition of end of driving range (resulting in a risk to public wandering across and into the driving range).
- Lack of clear administration buildings to service the driving range, tennis/netball and mini-golf.

Connections and access

- Poor sense of arrival to all users.
- Poor signage.
- Vehicle movement/access conflicts with pedestrians and bicycle usage utilising the Maribyrnong River trail.

Golf Course layout and condition

- Poor tee complexes including uneven surfaces, poor turf coverage and tee areas inappropriately designed to manage desired golf play.
- Poor vegetation management including removal of dead trees and stumps.

Golf Course Safety – Errant Golf Balls

- Constrained site for golf course (14 hectares) resulting in concerns of errant golf balls.
- Extensive fencing and netting to address errant golf balls.

The Master Plan recommends implementing the following:

- A new multi-purpose building providing change facilities (netball and tennis), multi-purpose rooms, facility administration/retail space to be attached to an upgraded driving range facility.
- Increased number of multi-lined compliant netball courts with dedicated spectator and player seating.
- Investigations into future safety screens throughout the golf course to increase safety and reduce errant balls leaving the facility.
- Improvements to the driving range outfield and safety netting to reduce the risk of errant golf balls intersecting with the Maribyrnong River Trail or Fairbairn Park.
- Improved bike connection to Maribyrnong River Trail and implementation of a way-finding strategy to improve bike safety and increase visitation to the Riverside precinct.
- Investigate suitable water supply to reduce the reliance on potable water to irrigate RGTC.
- Ongoing tree planting and revegetation throughout RGTC.
- Upgrade to adjacent play space.
- Expanded outdoor hospitality area located at the restaurant/function centre.

The Draft Master Plan provides a clear vision for the future service provision and improvements to existing facilities to ensure RGTC continues to offer a variety of leisure options for the community.

Consultation

Extensive consultation has been undertaken to better understand relevant behaviours, opinions and aspirations of current patrons and the immediate local community.

Consultation methods to date have included;

- An internal stakeholder workshop with relevant Council Officers.
- A household survey of community members and facility users resulting in 291 valid responses. Survey was available online, in hard copy and delivered to 500 households surrounding the facility.
- Community information session held onsite on 6 December 2014.
- Engagement with key external stakeholders including facility managers, Leisure Management Services (LMS), Essendon Golf Club representatives and Melbourne Water.
- Key sporting bodies including Netball Victoria, Tennis Victoria, Golf Australia, Golf Victoria, Victorian Golf League.

Draft Master Plan Consultation

Consultation on the draft Master Plan will be held with the community and key stakeholders from 6 July until 3 August as follows:

- The Master Plan will be on display at:
 - Riverside Golf and Tennis Centre in the restaurant/café and at various locations across the site itself
 - Council offices in Civic Centre, 9 Kellaway Avenue, Moonee Ponds
 - Council website.
- A feedback form will be available on the Council website, at information sessions and at the RGTC.
- Officers and consultants will be at Riverside Golf and Tennis Centre on Saturday 25 July, at key locations across the site, encouraging visitors to provide feedback on the Master Plan.
- A mail out to local residents within 500 metres of Riverside Golf and Tennis Centre, advising them of the consultation and promotion the 25 July opportunity to discuss the Master Plan.

Implications

1. Legislative

The implementation of recommended actions in the draft master plan will continue Councils commitment to the Health and Wellbeing Plan.

The recommended actions within the Draft Master Plan adheres to the Human Rights Charter, Section 12; Freedom of Movement and Section 18; Taking Part in Public Life by meeting current building code requirements guided by the Disability Discrimination Act 1992.

2. Council Plan / Policy

Implementation of the Draft Master Plan will contribute to the Council Plan 2013-17, Theme 1: Friendly and Safe, A community where people feel connected and safe.

Strategic objective 2: Green, clean and beautiful, Make the city more attractive through maximising opportunities for greening the public realm.

Strategic Objective 4: Vibrant and Diverse, Facilitate and encourage access to diverse, affordable and enjoyable leisure and learning opportunities.

3. Financial

There are no direct financial implications from this report with proposed actions requiring further planning. Future actions from operational implementation plans will be referred to the Council Annual Budget process.

4. Environmental

The implication of the recommended actions within the Draft Master Plan will assist Council to achieve the targets established within the Health and Wellbeing Plan and the Environmental Sustainability Plan particularly in regard to the regeneration of vegetation on the golf course. There are no perceived negative impacts on the environment proposed in this Master Plan.

Conclusion

The Draft RGTC Master Plan has been developed in consultation with the community and stakeholders. The Master Plan is a strategic document that provides a vision and will guide the development and management of RGTC over the next ten years.

The Draft Master Plan recommends short to long term priorities to increase participation rates in golf, tennis and netball whilst improving the cycling connection to the Maribyrnong River trail. The Master Plan makes recommendations to improve course safety and reduce the number of errant golf balls exiting the facility.

Consultation on the Draft Master Plan is required with the community to test support for the vision and to bring back to Council for consideration to adopt.

9.9 **Community Grants Program and Implementation**

File No: FOL/15/353
Author: Coordinator Community Planning & Engagement
Directorate: Community Services
Ward: Municipal

Purpose

To seek Council support to implement the 2015/16 Community Grants Program within a revised framework that provides greater responsiveness, transparency and accessibility, inclusive of the establishment of a Grants Community Advisory Panel.

Executive Summary

- Council is committed to building the capacity of individuals and community groups to promote a friendly and safe, clean, green and beautiful, vibrant, diverse and sustainable community, through provision of financial support.
- Council's grant program has continued to evolve and grow annually to meet the needs of our community.
- During 2014/15, a review process was undertaken, including an analysis of grants and other forms of direct and indirect financial support. This has incorporated a review of previous grant categories offered and the alignment of Council's grants administrative processes.
- Consequently, the Community Grants Program has been refined and improved to be more responsive and accessible for our community. It has been designed to be more strategic, efficient and consistent in its management approach.
- Importantly these changes will keep pace with community and program needs, to support the provision of sustainable community outcomes.
- The key features of the program are:
 - Increased responsiveness to emerging and urgent needs through provision of Monthly Responsive Grants
 - A simpler process to access project and service funding by combining previous multiple grant categories into one Biannual Grant category
 - Creation of one central point of contact and administration for our community to access all community grants
 - Supporting easier community access through implementation of an online grant management system that will receive, assess, manage and report and share outcomes
 - An improved community training program that supports awareness and skill development in our community in becoming successful grant seekers

- Increased officer support to our community in accessing grant opportunities
- Support broader local involvement, investment and skill development opportunities through the formation of a community grants advisory panel to provide advice decisions on Biannual Grants.
- The Community Grants Program is recognised as just one element of a Financial Support Framework (Appendix A) that council manages to provide financial support to our community. The Framework articulates an overarching structure for direct and indirect financial support in the form of community grants, subsidies, and donations, which is supported through Council's annual budget process.
- A Community Grants Advisory Panel will be appointed annually to provide advice on the allocation of Biannual Grants. The Advisory Panel will comprise Councillors, staff and community members (Appendix B).
- Following finalisation of guidelines, the 2015/16 Community Grants Program will be effective from 1 July 2015, with the first round of Biannual Grant to open on 9 July 2015, and the second round to open on 2 February 2016.

Recommendation

That Council:

1. Note the role and relationship of the Community Grants Program within Council's broader provision of financial support to our community, as identified through the Financial Support Framework, as presented at Appendix A.
2. Support an improved accessible structure of Council's 2015/16 Community Grants Program and authorise officers to advertise applications open within the following categories:
 - a) Responsive Grants – Open monthly – closing first day of each month; and
 - b) Biannual Grants – Round One opens 9 July 2015, Round Two opens 2 February 2016.
3. Adopt the Terms of Reference for the Biannual Community Grants Advisory Panel as presented at Appendix B.
4. Invite Expressions of Interest for the community members of the Biannual Community Grants Advisory Panel open from 1 July - 23 July 2015
5. Establish a Committee of Council comprised of Crs Chantry, Cusack and Surace to have delegated authority to access and approve monthly Responsive Grant applications.

Background

Council is committed to building the capacity of individuals and community groups to promote a friendly and safe, clean, green and beautiful, vibrant, diverse and sustainable community. Council facilitates this through investment into its annual competitive community grants process that supports community groups and individuals.

Council's grant programs have grown over time in response to changes in policy and community need, however this growth and the organisation's decentralised administration approach, exposes risk of inefficiencies and inconsistencies in implementation of multiple grant program categories.

At its ordinary meeting of 25 March 2014, Council resolved that the Chief Executive review the various grant programs in operation and provide advice on consolidation of these programs for 2014/15. In response, in 2014 Council consolidated the communications, guidelines, and application process for the 11 existing categories. This was the first of a two stage process to simplify the delivery of the program.

The second stage of the review represented a strategic review to improve Council's approach to the management of community grants. The review was informed by an analysis of the distribution of current grants and other forms of financial support to our community. The review focussed on achieving improved alignment of financial support, ensuring greater community accessibility, transparency and centralising administrative processes within a best practice approach.

It is recognised that the Community Grants Program is just one element of Council's Financial Support Framework (Appendix A). The Framework articulates an overarching structure for direct and indirect financial support in the form of community grants, subsidies, and donations, which is supported by Council's annual budget process. This Framework will form the basis of a policy that will be presented to Council for consideration later in 2015, which will provide our community with greater clarity in accessing required and appropriate Council financial support.

The review and the revised structure of the Community Grants Program has been guided by six principles: responsive; strategic; accessible; efficient; consistent and sustainable. In addition to meeting these guiding principles, the revised community grants program is designed to:

- Be managed with a community development focus rather than an administrative focus, which supports a broader diversity of applications that are outcome focused on local needs.
- Maximise the return on investment through a strengthened accountability framework that monitors outcomes and impacts of grant investment through evaluation and compliance, supported by an improved administrative process.
- Promote and support greater community leadership opportunities through the program.
- Implement an online grant management system to support community access and greater efficiency in review, assessment and evaluation processes.
- Create one central administration point for grant and council funding management.
- Facilitate improved internal organisational ownership through individual Council services departments mentoring and supporting the community's they support in the application process and having input into the assessment process.

Discussion

The 2015/16 Community Grants Program will consolidate all of Council's previous Grants categories into a more accessible and user friendly structure. It will provide a simplified process of two categories being, monthly Response Grants and a Biannual Grants category.

All grants are accessible to all individuals who are Moonee Valley residents, and all organisations (note: unincorporated organisations require an auspice) that provide direct services to Moonee Valley residents.

Guidelines and application forms will be made available in July 2015. This form part of a grants communication and engagement program that is focussed on supporting community access and opportunity for success via training and skill development.

The Grant Program and broader Financial Support Framework, will be developed within a policy and evaluation framework that will be presented to Council later in 2015. A formal review following the first 12 months of operation will be conducted and reported to Council.

Responsive Grants (closing on the first day of each month)

Responsive Grants provide up to \$1,000 of funding to support unexpected and/or emerging community needs. These grants also support participation and promotion of achievements by Moonee Valley residents in sports, cultural, artistic and learning pursuits and endeavours.

Responsive Grants are assessed monthly for essential activities that require a quick response that fit outside the scope of other funding opportunities, particularly the Biannual Grants timeframe.

Biannual Grants (Round One July 2015; Round Two February 2016)

Biannual Grants provide funding to support projects that increase community participation and access to information, services and strengthen wellbeing and economic growth across the city.

Biannual Grants contribute to MV2035 categories below:

- Enhance the wellbeing of individuals and community groups
- Promote a clean, green and beautiful environment
- Create a vibrant and diverse city with opportunities for all
- Provide a friendly and safe community.

Biannual grants are assigned across three financial levels, with the depth of detail required in community application and assessment, appropriately proportionate to the level of financial support requested:

Up to \$5,000	\$5,001 to \$10,000	\$10,001 to \$20,000
<ul style="list-style-type: none">▪ Support for establishment of new community groups▪ Capacity building for community groups▪ Support for specific activities of existing groups▪ Support for small projects and community events▪ Small grants for businesses	<ul style="list-style-type: none">▪ Support for projects and community events▪ Applicants must demonstrate capacity to deliver larger projects	<ul style="list-style-type: none">▪ Support for projects, community events and minor capital works▪ Applicants must demonstrate capacity to deliver larger projects

Assessment and Decision making

All grants will be assessed based on an advertised assessment criteria that will be included in the grant guidelines. Each application will be assessed on meeting three criteria themes:

1. Level of community or individual need
2. Level of community benefit
3. Ability to deliver project

Assessment will also take into consideration other support provided by Council to the applicant over the previous (2) years.

Following advertised category closure dates, grant applications will be initially screened by the Community Grants Officer who, where required, will seek specialist officer advice from other relevant Council's departments and any required clarity verbally from the applicant.

Those applications that have met eligibility criteria, will then be made available to assessment committees:

Responsive Grants

To ensure the quick processing of requests, it is proposed that Council establish a Response Grant Assessment committee of Council to meet once monthly to assess these small grants.

Delegated authority to this committee to approve applications will ensure the necessary quick reaction and result that the nature of these applications require.

All councillors will have electronic access to view applications through Council's online grant management system and may choose to provide advice into the assessment process.

Successful applicants will be reported to Council biannually.

Biannual Grants

A Community Grants Advisory Panel will be appointed to assess and provide recommendation to Council on the allocation of biannual grants.

The Advisory Panel will comprise Councillors, related officers and community members. Panel members will be appointed by Council on an annual basis following an advertised expression of interest process. Terms of Reference for the Committee can be found at Appendix B.

Membership will be promoted to previous Spirit of Moonee Valley awardees, and may include representatives from the local business community and from the broad range of art, environment, sport and community sectors within our municipality.

The initiative will be recognised as a component of Council's volunteer engagement and community leadership development processes, and ensures our community is engaged in decision making processes. This approach also assists our community's appreciation and understanding of Council's direction and processes for making decisions.

Recommendations of the Advisory Panel will be presented to Council for approval at the October 2015 and the April 2016 Ordinary meetings.

Consultation

The development of the Community Grants Program has been informed by a cross-council working group and with consultation across areas of Council responsible for the allocation and management financial and non-financial resources and delivery of capital works programs.

A survey of Community Grant applicants undertaken following the awarding of the 2014 Community Grants has also informed the development of this program.

Implications

1. Legislative

This Program has been developed, taking into consideration the provisions of the *Local Government Act 1989* the recommendations Victorian Auditor General's Office accountability¹ and the *2013 Review of Councillor Discretionary Funds* by the Local Government Investigations and Compliance Inspectorate.

The Integrated Grants Program is in accordance with the *Charter of Human Rights and Responsibilities Act 2006* as it will create opportunities for the community to participate in public life.

¹ 'Results of special review and other investigations, October 2005: Administration of Grants by Local Government', Victorian Auditor General's Office

2. Council Plan / Policy

The integrated grants program aligns with the Council Plan Strategic Objective 1.5.4 “strengthen the capacity of local community organisations through the provision of grants, training and other support.” Further, the grants that are made contribute to a broad range of arts, recreation, health and wellbeing and economic development strategies.

3. Financial

The 2015/16 Community Grants Program will be allocated from a consolidation of existing grant funds. The budget allocation for the Community Grants pool will be notionally split between the monthly responsive grants (\$40,000) and the Biannual grants (\$400,000).

4. Environmental

The implementation of an online grants management program will result in significant reduction in paper usage, currently generated both by Council and grant applicants.

Conclusion

The Community Grants Program is part of a broader approach to strengthening the community and contributing to creating economic, social and environmental wellbeing.

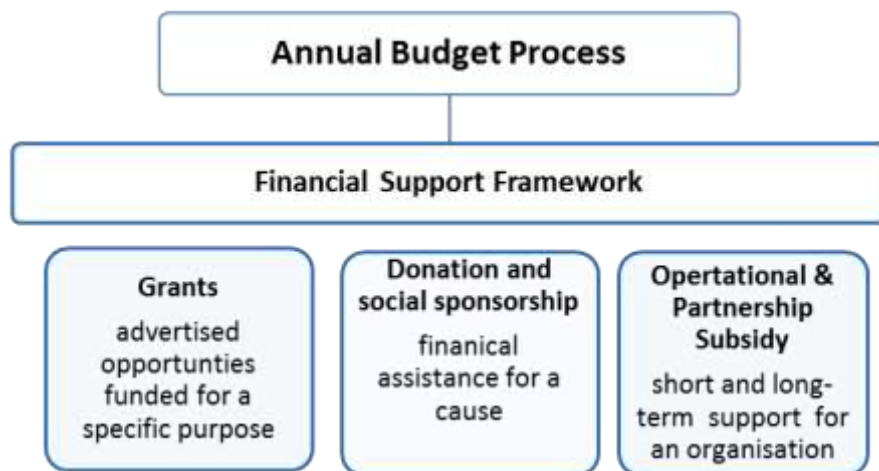
The centralised Community Grants Program will strengthen the community development capacity of the program as well as facilitating greater diversity within the grants program in terms of applicants and projects and a strong accountability framework.

APPENDIX A

Financial Support Framework

Purpose:

There is a broad range of ways that Council supports and empowers the community, through both direct and indirect financial methods. This support is intended to strengthen community and contribute to economic, social and environmental wellbeing and a sense of belonging. The Framework will guide a process to ensure the equitable, efficient, consistent transparent and effective distribution of financial support.



Description of streams:

Grants:

Financial support provided to a recipient for an agreed specified purpose, with a defined outcome that demonstrates community benefit. Grants are subject to a competitive application process and are distributed among a range of individuals, organisations or groups.

Donation and social support:

A donation is a voluntary, non-competitive, financial payment that is for a charitable and or public purpose / cause. A donation does not attract contractual obligations and there are no reporting measures placed on recipients other than that the funds are expended within the intent that they are given. A donation includes the purchase of tickets for events that are charitable by nature.

Social sponsorship is the association of Councils name with the sponsored organisations service, product or activity, typically in return for promotional benefits.

Operational and Partnership Subsidy:

A direct or indirect financial contribution that is provided to support and to encourage community outcomes that would / could otherwise not take place, particularly to support the commencement and establishment of initiatives in becoming self-sustaining. A subsidy can be either a short-term arrangement for an agreed period, or a long-term multiyear arrangement.

- Direct financial subsidy – is a payment made by Council to an organisation that assists it in meeting its strategic goals and objectives.
- Indirect financial subsidy – A contribution to the organisation through the provision of a Council service, product, or facility, free of charge or at a subsidised rate.

Budget Process:

The annual budget development process administered in accordance with the Strategic Resources Plan.

APPENDIX B

Community Grants Advisory Panel Terms of Reference July 2015

1. Purpose

The Community Grants Advisory Panel meets twice annually to assess and provide objective advice and recommendations to Council on the allocation of the Biannual Community Grants category.

2. Definitions

- **Chairperson** means the nominated Councillor as appointed by Council.
- **Acting Chairperson** means an alternative Councillor from within the Committee, in the absence of the Chairperson.
- **Panel** means the Community Grants Advisory Panel.
- **Community Member** is a member of the Panel who is not a Councillor or a member of Council staff.
- **Council** means Moonee Valley City Council
- **Councillor** means a Councillor of Moonee Valley City Council.

3. Context

Council is committed to building the capacity of individuals and community groups to promote a friendly and safe, clean, green and beautiful, vibrant, diverse and sustainable community. Each Year Council invests funds in individuals and organisations through an open and competitive Community Grants Program.

4. Responsibilities of the Community Grants Advisory Panel

The role of the Panel is to make recommendations to Council on the allocation of the Biannual Community Grants, in particular, Panel members will be required to:

- Ensure adherence to relevant policy and Grants guidelines and assessment criteria;
- Review and assess Biannual Grant applications against predetermined selection criteria;
- Provide advice on the relative merit of Grant Applications; and
- Agree on a set of recommendations for funding allocations to be presented to Council for decision making at an Ordinary Meeting.

5. Decision Making

The decision-making role of the Panel is limited to advising and making recommendations regarding funding allocations.

6. Membership

6.1 Appointments to the Panel

Council shall undertake an expression of interest (EOI) process calling for interested community members to participate in the assessment process of two rounds of the biannual grant program.

Council will select and appoint community members based on merit, skills and expertise and taking into account diverse representation of views and backgrounds.

Council will recognise Moonee Valleys' diverse community and give consideration to factors such as gender, abilities, age and cultural background.

Councillors shall be appointed annually at the Statutory Meeting of Council, or as required if a vacancy occurs.

6.2 Membership

The Panel will be convened by Council and shall comprise:

- Three Councillors including one Councillor nominated as Chair and one nominated as Deputy Chair
- Director Community Service or nominee
- Director Environment and Lifestyle or nominee
- Up to five Community Members selected through the EOI process

The total number of voting members will be ten.

6.3 Appointment period

Panel members are selected on an annual basis and appointed for a 12 month period.

6.4 Resignation of Panel Member

A Panel member may resign from the Panel by advising the Council in writing.

7. Operations

- 7.1 Meeting schedule: Panel members will be required to undertake between 1-2 days reading time, and be available for up to 2 days meeting time, per grant round dependent on the number of applications they are required to assess.
- 7.2 Quorum: To achieve a quorum, one Councillor, one Council Executive (or their nominee) and two community members are required to be in attendance at each meeting.
- 7.3 Administration support: Council Officers will provide administrative support to the Assessment Panel.
- 7.4 The Committee shall follow the general consensus principle, when determining its recommendations.
- 7.5 Committee members will not publicly comment on behalf of the group. Neither will it seek to advocate on the needs of any individuals or organisations.

8. Expectations and Requirements of Members

Members are required to:

- 8.1 Understand and adhere to the principles of related Policy and Grants guidelines and assessment criteria.
- 8.2 Adhere to the Confidentiality and Disclosure Agreement.
- 8.3 Treat information with sensitivity.
- 8.4 Keep informed of current developments, issues and concerns in the local community.
- 8.5 Prepare for and actively participate in meetings.

8.6 Declare in advance any potential conflict of interest and to exit the room during the deliberation of any application in which they have an interest. Conflicts will be recorded in the minutes of the Assessment Panel meeting.

8.7 Act in a courteous manner, respecting others views and opinions. All members should respect the decision of the consensus view as adjudicated by the Chair.

9. Support Provided to Annual Grants Assessment Panel Members

9.1 All panel members will be briefed on the context of respective grant applications they will be assessing.

9.2 The Community Grants Officer can provide advice support and background information on each of the applications to be reviewed by panel members.

10. Reports

10.1 Assessment Panel recommendations are reported to Council for adoption.

10.2 In order to avoid canvassing, membership of the panel is to remain anonymous, with only the structure, (number of Councillors, Council Officers and Community members) to be made available to the general public.

11. Conflict of Interest

11.1 All Assessment Panel members are required to complete a Conflict of Interest and Confidentiality Statement prior to assessing any grant applications.

11.2 Members of the Committee are ineligible to receive any grant, sponsorship or funding from Council that is awarded through or on the advice of this Committee.

12. Review

The Terms of Reference will be reviewed on an annual basis.

**9.10 Lesbian, Gay, Bisexual, Transgender, Intersex and Queer
 (LGBTIQ) Action Plan 2015-17**

File No: FOL/13/1002
Author: Community Planning Officer
Directorate: Community Services
Ward: Municipal

Purpose

To seek adoption of the Lesbian, Gay, Bisexual, Transgender, Intersex and Queer Action Plan 2015-17 (**Appendix A** separately circulated) which details Council's committed actions to improve access and equity for Moonee Valley's lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) community members.

Executive Summary

- In 2014, Council adopted its Diversity, Access and Equity Policy with the goal to “support an inclusive city that respects the human rights of all its citizens, celebrates their diversity and promotes their participation in all aspects of community life”.
- The LGBTIQ Action Plan 2015-17 supports the implementation of the Diversity, Access and Equity Policy by addressing access and equity for our lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) community members.
- The LGBTIQ Action Plan has been developed based on consultation with community members. This has included a community survey, two discussion evenings and a dedicated LGBTIQ working group made up of ten people who have met three times in 2014 and 2105 as well as consultation on the draft LGBTIQ Action Plan from 29 April to 22 May 2015. The feedback received during consultation on the draft has been considered and incorporated into the final LGBTIQ Action Plan where appropriate.
- The LGBTIQ Action Plan commits Council to deliver actions over two years collaboratively across a number of service departments and are based around the themes and policy commitments of the Diversity, Access and Equity Policy.
- Once adopted, the LGBTIQ Action Plan will be reviewed annually and updated accordingly. Following the two year implementation program, the action plan will undergo a more extensive review, with priorities for future years identified and actions developed to address these priorities.
- A two year implementation program was identified as an achievable and meaningful timeline to achieve change and address priorities identified during the consultation for this action plan.

Recommendation

That Council adopt the LGBTIQ Action Plan 2015-17 (**Appendix A** separately circulated).

Background

Moonee Valley's Diversity, Access and Equity Policy was adopted by Council on 25 March 2014. The goal of the policy is to "support an inclusive city that respects the human rights of all its citizens, celebrates their diversity and promotes their participation in all aspects of community life".

Included in this policy is a commitment to address specific areas of diversity including the following action plans:

- Disability Action Plan (adopted in 2014)
- Multicultural Action Plan (under development)
- LGBTIQ Action Plan

These action plans will help to implement the commitments of the Diversity, Access and Equity Policy. A complementary document is Council's Reconciliation Policy with commitments to the respect, recognition and representation of Aboriginal and Torres Strait Islander peoples.

In 2014, Council undertook a series of consultation activities to assist in identifying the priorities for the LGBTIQ Action Plan. Consultation included a discussion evening coinciding with International Day Against Homophobia held on 15 May 2014, a community survey from 12 May to 23 June 2014 and a follow up discussion evening on 8 October 2014. At these discussion evenings, participants identified the need for a specific working group to help guide the action plan.

The LGBTIQ Working Group was established with Expressions of Interest (EOIs) sought from community members. A total of 10 people were recruited with diverse representation. This working group met three times in 2014 and 2015 and helped guide the development of the action plan. This working group also had input into Council's activities as part of International Day Against Homophobia, Biphobia, Intersexism and Transphobia (IDAHOBIT), including the 'Rainbow Stories in the Valley' project and the launch event held on 13 May 2015.

Consultation on the draft LGBTIQ Action Plan took place from 29 April to 22 May 2015. The consultation was promoted broadly to our community and attracted primarily positive media coverage from both local and general press as well as LGBTIQ media. The media coverage included a 3AW radio discussion which highlighted the potential for misunderstanding of gender-neutral facilities. To clarify this, the action plan describes gender-neutral facilities as the provision of unisex toilets in public places. These facilities are increasingly common and support access for not only gender diverse and intersex people but also for parents of young children and those with limited mobility - as many serve a dual purpose as a unisex and accessible facility.

Discussion

In recent years, Council has undertaken a number of activities to recognise and celebrate our LGBTIQ community. This includes partnerships with other councils, recognising IDAHOBIT, Midsumma activities and recent consultation for our action plan.

Council has been an active partner of the Western Region Council's GLBTIQ Working Group, including GoWest, an initiative established by Hobsons Bay City Council and includes representation by the six councils of Melbourne's western region, along with Melbourne City Council.

Council recognises that there continues to be barriers for members of our community and that not everyone enjoys the same opportunities. While many LGBTIQ people live healthy, connected and positive lives, there continues to be reports of discrimination, lack of acceptance and abuse and bullying from community members. Experiences of discrimination and isolation can contribute to poor health outcomes. For example, LGBTIQ people are at least two to three times more likely to experience depression and anxiety than the broader community. Addressing discrimination and the barriers faced by LGBTIQ community members is a key aim of the action plan.

In keeping with the themes of the Diversity, Access and Equity Policy, the action plan identifies actions under:

- Fostering respect and celebrating diversity
- Promoting participation
- Creating accessible places and spaces
- Leadership and representation.

Consultation

A series of external consultation activities were undertaken to inform the LGBTIQ Action Plan including two discussion evenings – one on 15 May 2014 with 30 participants and a follow up on 8 October 2014, a community survey with 49 participants and a dedicated working group with 10 members who met three times in 2014 and 2015.

From 29 April to 22 May 2015, the draft LGBTIQ Action Plan was placed on public exhibition. During this time, Council received six formal submissions. This largely included positive feedback with some suggested wording or structure changes. However, Council also received feedback via one letter and one e-mail that was not supportive of the action plan.

A number of suggestions that were raised have been incorporated into the final action plan. These include:

- The need to use images that reflect the full diversity of LGBTIQ people without stereotyping particular groups; and
- Being clearer about the intended outcome of actions.

Additional suggested actions have either been incorporated into the plan for the next two years or reflected in the future actions consultation section. Further feedback was also received about changing the format of the action plan table. However, this was not felt to be practicable due to the style, intent and linkages between this action plan and

other Council plans and service departments. Further feedback was provided suggesting phrasing changes which have largely been incorporated into the final action plan.

Implications

1. Legislative

Commonwealth and Victorian legislation protects the rights of the LGBTIQ community members. This includes the *Sex Discrimination Amendment (Sexual Orientation, Gender Identity and Intersex Status) Bill* (2013) (Cth) and the *Fair Work Act 2009* (Cth) as well as the *Equal Opportunity Act 2010* (Vic) which identifies 18 protected attributes including Lawful Sexual Activity, Sexual Orientation and gender Identity.

The Victorian Charter of Human Rights and Responsibilities also includes a number of protections including freedom of expression; your right to protection of families and children; and the right to take part in public life. This action plan specifically helps to uphold the human rights of our LGBTIQ community members.

2. Council Plan / Policy

The Council Plan includes Theme 4: Vibrant and diverse, opportunities for all which identifies that Council is to “facilitate and encourage access to diverse, affordable and enjoyable leisure and learning opportunities” and to “ensure all council services cater for the diverse community within the city”.

3. Financial

There are no budgetary or funding considerations as a result of this report.

4. Environmental

Any action identified in the LGBTIQ will ensure compliance with Council’s City Sustainability Policy.

Conclusion

Council’s Diversity, Access and Equity Policy details Council’s commitment to improve access and equity for our community. The LGBTIQ Action Plan helps to acknowledge and celebrate the diversity in our community, while also helping to address access and equity. Through this action plan Council aims to make Moonee Valley an even safer, more vibrant and diverse community and provides opportunities for all.

9.11 Submission on the Efficiency Proposals for Master Plan and Major Development Plan Processes associated with Essendon Airport

File No: FOL/13/190
Author: Strategic Planner
Directorate: City Works & Development
Ward: Buckley

Purpose

To provide an overview of the proposed amendments to current processes for the master plan and major development plan for airports within Australia and to seek endorsement of a submission prepared on behalf of Moonee Valley City Council.

Executive Summary

- The Department of Infrastructure and Regional Development (DIRD) have released a paper with recommended amendments to the current processes for master plan and major development plans for airports under the *Airports Act 1996* (the Act).
- A copy of the paper is included in **Appendix A** – (separately circulated).
- The key changes proposed are to increase the master plan cycle from five years to eight years for Essendon Airport and increase the monetary trigger from \$20 million to \$30 million for major development plans.
- The submission on behalf of Moonee Valley City Council has now been prepared for Council's consideration and is included in **Appendix B**.
- The submission does not support a number of the proposed changes.
- The closing date for submissions was 31 May 2015. On 22 May 2015 Council's submission was sent to DIRD.

Recommendation

That Council:

1. Endorse the submission to the Department of Infrastructure and Regional Development on the recommended changes to the master plan and major development plan processes for airports, as included in **Appendix B**.
2. Confirm the submission, signed by the Chief Executive, to the Department of Infrastructure and Regional Development, dated 22 May 2015.

Background

The Commonwealth regulates planning and development controls for the 21 federally leased airports through the *Airports Act 1996* (the Act). The federally leased airports within close proximity to the City of Moonee Valley are Essendon Airport and Melbourne Airport.

On 29 July 2014 the Department of Infrastructure and Regional Development (DIRD) developed a discussion paper for the master plan and major development plan processes which apply under the Act. Council provided initial comments on the discussion paper which are consistent with the submission included as **Appendix B**.

Recommended amendments have now been made to the master plan and major development plan processes for airports and have been detailed in the paper included as **Appendix A** – (separately circulated).

An overview of the existing requirements for the master plan and major development plan processes as required by the Act are provided below.

Master Plans

The Act requires every general aviation airport in Australia to develop a master plan. These master plans provide a 20 year strategic vision for the airport including future land uses, types of permitted development, noise and environmental impacts. The Act requires airports to review their master plan every five years.

Major Development Plan

The Act prescribes circumstances which trigger the major development plan process. These circumstances are described in terms of specific development activities with potential operational, economic, environmental or social impacts. Under Section 89 of the Act there are some activities that include a monetary trigger of \$20 million. Preparing a major development plan provides the opportunity for the community to comment on a particular development.

Discussion

The recommended amendments to the current processes for the master plan and major developments plan are summarised below.

Master Plan

Recommendation to change to the master plan cycle for regional airports (including Essendon Airport) from five to eight years. Melbourne Airport to retain a five year cycle as it is a major airport.

Major Development Plan

The *Airports Amendment Act 2007* increased the monetary trigger for certain types of major airport developments from \$10 million to \$20 million. The amendment was made to reflect the rise in building costs since the *Airports Act 1996* was enacted.

The recommendation is to increase the monetary trigger to \$30 million and apply an indexation mechanism, such as Building Price Index, calculated every three years to ensure the trigger keeps pace with marketplace costs.

There is also a recommendation to specify all estimated project base build, fit out, and contingency costs which are to be included in the cost of construction when assessing whether a development exceeds the monetary trigger.

Council's Submission

A submission has been developed in response to the release of the recommended changes for master plan and major development plan processes. The submission focuses on the specific recommendations that are most directly relevant to the municipality. A copy of the submission is included in **Appendix B**. The areas covered in the submission are discussed below.

- **Extend master plan from five to eight years for Essendon Airport**

Council does not support the master plan cycle being extended for Essendon Airport. Essendon Airport is in close proximity to the surrounding community and currently experiencing an increase in flight movements and a considerable increase in landside developments. It is considered appropriate to review this in future to whether it is appropriate to increase the master plan cycle.

- **Increase the monetary trigger for major development plans from \$20 million to \$30 million**

Council does not support the increase in the monetary trigger to \$30 million without strengthening the Act in terms of identifying what is considered a significant impact. Essendon Airport is a unique site where development has the potential for significant impacts on the community. Where appropriate the community needs to be provided with the opportunity to comment on how a development may affect them.

Next Steps

After considering submissions, the Government will approve the final efficiency proposals. They will then proceed through the relevant legislative processes to amend the Act or regulations made under the Act as required.

Consultation

Department of Infrastructure and Regional Development have advertised the proposed changes with federally-leased airport operators, state and local government authorities, members of airport consultative forums and the Australian Airports Association.

The nature of this report does not require any consultation by Council.

Submissions closed on 31 May 2015.

Implications

1. Legislative

This report provides comment on the amendments to Section 70 and 89 of the *Airports Act 1996* as proposed by the Department of Infrastructure and Regional Development.

2. Council Plan / Policy

Council's submission to the efficiency proposals for master plan and major development plan processes accords with Theme 1, Strategic objective 5 to *'Support other organisations in contributing to community wellbeing'* and Theme 3, Strategic objective 1 to *'Ensure there is a clear direction for growth and proactive management of development in the city'* of the 2013-2017 Council Plan.

3. Financial

There are no relevant financial considerations to this report.

4. Environmental

There are no relevant environmental considerations to this report.

Conclusion

The Department of Infrastructure and Regional Development (DIRD) has released proposed changes to the master plan and major development plan processes for airports. Council has the opportunity to provide comment on the proposed changes.

The most significant impacts on the City of Moonee Valley include increasing the master plan cycle from five years to eight years and increasing the monetary trigger for the major development plan process from \$20 million to \$30 million.

Council officers have prepared a submission that outlines Council's key concerns with the proposed changes by DIRD. The submission was submitted to DIRD on 22 May 2015.

APPENDIX B

**Submission to the Efficiency Proposals:
Master Plan and Major Development
Plan processes.**

22 May 2015

3. Introduction

This submission is made by Moonee Valley City Council (Council), being the local government authority with responsibility for the area surrounding Essendon Airport and within close proximity to Melbourne Airport.

Council have reviewed the information provided within the paper and would like to make the following comments.

4. Master Plan

As outlined in Council's earlier submission dated 12 September 2014, Council does not support the master plan cycle being extended for Essendon Airport. It is acknowledged that this may be appropriate for other regional airports within Australia, however extending the cycle to eight years consideration should be given to the type and frequency of development occurring on the airport site.

Essendon Airport is currently experiencing an increase in its flight movements with 5 new destinations recently added. This increase is anticipated to continue as outlined in the Essendon Airport Master Plan 2013. In relation to Aviation Activity Forecasts, the Master Plan states:

“As part of this assessment, EAPL deems that a broad change of aviation trends for Essendon Airport is occurring. EAPL envisages a decline in single and twin engine use of the airport, but a notable shift towards increasing use of the airport for corporate jets, high end general aviation uses, mining and energy sector charters and helicopter operations.

It is envisaged that one trend will offset the other and aircraft movements at the airport will plateau between approximately 54,000 – 57,000 movements over the next 20 years. This trend is occurring due to the worldwide expansion of corporate jet travel. Interest continues to be received for additional corporate jet hangar construction.”

There are also large greenfield sites that are anticipated to be developed in the coming years. Current employment including airside and landside is approximately 5,000 people, with the ultimate capacity for the site forecast to approximately 18,000 jobs which includes both airside and landside. With such significant growth in landside development and an expected growth in flight movements, a 5 year cycle is considered more appropriate.

Further consideration needs to be undertaken of the location of the airport in relation to the surrounding community and the level of activity on the airport site. As outlined above, Council objects to any changes to the 5 year cycle for Essendon Airport.

As much of the growth is expected to occur over the next 10 years, Council would support a review in 2023 to consider whether the cycle should be increased to an 8 year cycle.

5. Major Development Plan

Essendon Airport is a unique site where residential properties are in close proximity to the airport and therefore any development has the potential to have significant impacts on the community.

In addition to this, there are 23 off-site airport blocks that are located within residentially zoned land which are identified in the Essendon Airport Master Plan for potential future development.

In Council's submission to the Essendon Airport Master Plan 2013, concerns were raised in the lack of planning control provided in the Land Use Plan. This has created a level of uncertainty for residents surrounding the airport site.

There is also a lack of clarity and detail within the *Airports Act 1996* (the Act) to what constitutes a '*development of a kind that is likely to have a significant impact on the local and regional community*' as identified in Section 89(1)(na). With an increase in the monetary trigger and ambiguity to what is a significant development, there is potential for more developments to occur that have an impact on the local community without any community consultation.

The local community need to be given the opportunity to provide comments on developments that have the potential to affect them.

Council does not support the increase in the monetary trigger to \$30 million across all airports without strengthening the Act in terms of identifying what is considered a significant impact. As discussed above, Essendon Airport is unique in its proximity to the local community and therefore need to be provided with a clear and less ambiguous Major Development Plan process.

6. Conclusion

Council would encourage the airport to take into account the comments made in our submission in finalising the proposed Auto Centre Stage 3 and would be happy to provide further detail as required.

9.12 2014-15 Capital Works Status Report (June 2015)

File No: FOL/13/877
Author: Manager Infrastructure
Directorate: City Works & Development
Ward: Municipal

Purpose

This report provides a status of the 2014-15 capital works program, including advice on revised forecast in expenditure on specific projects.

Executive Summary

- Council received status reports on the 2014-15 capital works program at Council meetings held on 23 September 2014 and 16 December 2014. **Appendix A** is a summary of revised forecast in expenditure on specific projects which were contained in these reports.
- This report provides advice of further revised forecast expenditure on specific projects. These are shown in **Appendix B**.
- Overall, the revised forecast in expenditure to projects listed in **Appendix A** and **Appendix B** are within the \$31.233 Million capital works budget.
- This report also includes a review of the four year local roads program as shown in **Appendix C**. Council has been advised about the substantial work being undertaken by service authorities, which has significantly impacted on the road rehabilitation program.
- There are a number of projects in the 2014-15 budget, which will be brought forward to 2015-16. This information will be confirmed at the end of the 2014-15 financial year. The projects are shown in **Appendix D**.

Recommendation

That Council approve the 2014-15 Capital Works Budget Revision – June 2015 as outlined in **Appendix B** and **Appendix C**.

Background

The delivery and financial management of the capital works budget is undertaken by various departments within each Directorate. This report informs Council of major variations to the budget or scope of works of individual projects with the objective of managing the variations within the adopted budget of \$31.233 Million.

Discussion

Capital Works

A summary of the overall status of projects within the capital works program is shown in Table 1 below.

Table 1

Project Phase	Number
Completed	21
Consulting/Planning	11
Design/Document	14
Tender/Quote	6
Works/Implement	51
Deferred Road Project ¹	8
Completed Road Project ¹	42
Project underway, unspent budget to be carried forward ²	12
Defer to next year, part of unspent budget to be carried forward ²	1
Defer to next year ²	22
Not Started	7
Total	195

Notes relating to **Table 1**:

1. The 2014-15 budget lists 51 separate road resurfacing projects. In accordance with previous advice to Council and information in this report:
2. 8 road projects in the 2014-15 budget have been deferred until the roads are clear from service authority works.
3. 42 road projects have been completed.
4. One road project (Term Street) is underway, the completion of the works may extend into 2015-16.
5. 20 additional roads listed on the 2014-18 road renewal plan have been included in the 2014-15 program. 16 have been completed. The remaining 4 projects will be completed in 2014-15.
6. 8 road projects have been added to the 2014-15 program, which are not in the four year plan due to the deferral of road projects in the original plan.
7. Proposed deferred projects are shown in Appendix D.

Appendix A is a summary of revised forecasts in expenditure on nominated projects which were stated in reports to Council on 23 September 2014 and 16 December 2014. The reports advise of no net overall financial impact on the capital works budget of \$31.233 Million.

In addition to these reports, Council also resolved on 16 December 2014 to allocate an additional budget of \$135,000 for the establishment and construction of a community operated men's shed in Strathmore.

Appendix B provides information on additional revised forecasts in expenditure for specific projects in the 2014-15 capital works budget.

Appendix C is a review of the 2014-18 road renewal plan, which forms part of the Road Asset Management Plan ("RAMP") 2014-17, which Council adopted on 24 June 2014. On 23 September 2014 and 16 December 2014, Council was advised that as service authorities are undertaking multiple major renewal and upgrade projects throughout the municipality, the road renewal plan would be adjusted to as far as practicable accommodate these works. The RAMP delegates the variation in the timing of the delivery of these projects to the Director City Works and Development.

Appendix D provides a summary of proposed projects in the 2014-15 budget that will be brought forward to 2015-16. The estimated amount is \$6.7 Million.

Consultation

Information in this report is based on meetings with staff involved in capital works delivery and consultation with the executive management team.

Implications

1. Legislative

There are no legislative implications associated with this report.

2. Council Plan / Policy

Performance according to the Council Plan and Budget are recorded at the end of the financial year in the Annual Report, with ongoing progress presented in Council reports throughout the financial year.

The 2013-17 Council Plan states five strategic objectives.

- Theme 1 – Friendly and Safe
- Theme 2 – Green, clean and beautiful
- Theme 3 – Sustainable living
- Theme 4 – Vibrant and diverse
- Theme 5 – Excellence in governance

Capital works delivery impacts on all of the above themes through undertaking works in open space, streetscapes, shopping centres, facilities, drainage, local roads, bridges, footpaths, shared paths and traffic management.

The 2014-15 budget identifies the following specific key strategic activity, which Council aims to achieve.

Key strategic activity Performance measure:

Capital Works Program	Performance Measure	Performance Target
We will spend a minimum of 90% on renewing and maintaining the City's infrastructure for the benefit of the community and future generations.	Amount spent in 2014-15 capital works program, including carry forwards.	90% spent on capital works

The 90 % target is equivalent to \$28.10 Million in capital expenditure.

3. Financial

Reports to Council on 23 September 2014 and 16 December 2014 and this report provide information relating to revised forecast in expenditure on specific projects. Overall, the revised forecast in expenditure for all projects identified in all reports are within the total budget of \$31.233 Million. This Information indicates a favourable variance of \$295,000.

At the time of preparing information in this report (20 May 2015):

- The actual expenditure = \$16.798 Million (53.7 % of budget)
- The committed Expenditure = \$5.739 Million (18.3 % of budget)
- The forecast carried forward amount was \$6.7 Million

4. Environmental

There are no environmental implications associated with this report.

Conclusion

Appendix B and Appendix C provide for Council consideration proposed revised forecasts in expenditure of projects in the 2014-15 capital works budget.

APPENDIX A

SUMMARY OF REVISED EXPENDITURE FORECASTS FOR 2014-15 CAPITAL WORKS REPORTED TO COUNCIL ON 23 SEPTEMBER 2014 AND 16 DECEMBER 2014

Report Date	CWID/ Ref	Program Area	Project	2014-15 Budget \$	Comment	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Unfavourable
23-Sep-14	4646	DRAINAGE	Heritage Street Drainage Improvements	250,000	Project has been completed.	0	250,000
23-Sep-14	4217	DRAINAGE	Clifton Street Easement Drainage Improvements	280,000	This project will be deferred to 2015-16.	450,000	(170,000)
23-Sep-14	4855	FACILITIES	Canning Reserve Public Convenience Improvements	280,000	Project has been completed.	320,000	(40,000)
23-Sep-14	4027	FACILITIES	Milleara Children's Learning and Development Centre Facility Access	185,000	Project has been completed. Refer also to 16 December 2014 meeting, which states a further saving of \$50,000.	85,000	100,000

Report Date	CWID/ Ref	Program Area	Project	2014-15 Budget \$	Comment	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Unfavourable
23-Sep-14	4850	FACILITIES	Strathmore Tennis Club Court Improvements - Loeman Street, Strathmore	390,000	Project is underway. All of the work may not be completed by 30 June 2015.	700,000	(310,000)
23-Sep-14	4022	OPEN SPACE	Maribyrnong River Master Plan Implementation	700,000	Refer also to 16 December 2014 meeting. \$140,000 of this amount will be carried forward for design works at Riverside Park and The Boulevard.	730,000	(30,000)
23-Sep-14	3160	SHOPPING CENTRES	Moonee Ponds Activity Centre Structure Plan Implementation - Hall Street, Moonee Ponds	150,000	Deferred due to proposed redevelopments within the immediate area.	50,000	100,000
23-Sep-14	4661	TRAFFIC/ TRANSPORT	Better Moves Around Schools Program Implementation	145,000	Revised forecast based on quotes received.	200,000	(55,000)

Report Date	CWID/ Ref	Program Area	Project	2014-15 Budget \$	Comment	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Unfavourable
23-Sep-14		LOCAL PROGRAM	ROADS Multiple road renewal projects	3,272,000	Variations to the program due to service authority works.	2,933,000	339,000
					SUB TOTAL - SEP 2014		184,000
	5116	FACILITIES	Maribyrnong Park Sports Field Lighting	200,000	Project has been completed.	150,000	50,000
	4027	FACILITIES	Milleara Children's Learning and Development Centre Facility Access	185,000	Project has been completed.	35,000	50,000
	4573	FACILITIES	Strathnaver Reserve Pavilion Upgrade	350,000	Project has been completed.	530,000	(180,000)
16-Dec-14	4009	FACILITIES	Strathnaver Reserve Sports Field Lighting	100,000	Project has been completed.	50,000	50,000
16-Dec-14		LOCAL ROADS PROGRAM	Multiple road renewal projects	3,272,000	Renewal program for 2014-15 on schedule for completion in 2014-15.	3,067,000	(134,000)

Report Date	CWID/ Ref	Program Area	Project	2014-15 Budget \$	Comment	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Unfavourable
16-Dec-14	5135 & 5136	TRAFFIC/TRANSPORT	Local Area Traffic Management ("LATM") Studies implementation	0	For the preparation of designs.	50,000	(50,000)
	4022	OPEN SPACE	Maribyrnong River Master Plan Implementation	700,000	Refer also to 16 December 2014 meeting. \$140,000 of this amount will also be carried forward for design at Riverside Park and The Boulevard.	700,000	30,000
					SUB TOTAL - DEC 2014		(184,000)
	5115	FACILITIES	Strathmore Men's Shed Feasibility – Mascoma Street Strathmore	65,000	On 16 December 2014, Council resolved to allocate an additional \$135,000 for this project	200,000	(135,000)
					NET TOTAL		(135,000)

APPENDIX B

2014-15 CAPITAL WORKS BUDGET REVISION – JUNE 2015

Ref	CWID Ref	Program Area	Project Title	Description	2014-15 Budget \$	Comment/ Recommendation	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Budget Increase \$
1.	4758	FACILITIES	Burley Griffin Neighbourhood Centre Improvements	Undertake improvements to maximise space and enhance patronage. Works relate to the renovations to the Kitchen and kitchen store to meet current standards of a commercial kitchen, learning room, external stores and amenities.	340,000	<p>The total cost of this project, based on tenders received will be \$385,000.</p> <p>The 2015-16 draft municipal budget includes \$130,000 to complete a second stage of works</p> <p>Recommendation:</p> <p>That Council note the revised forecast expenditure on this project.</p>	385,000	(45,000)
2.	4858	FACILITIES	Niddrie Shopping Centre Public Convenience - Matthews Avenue and Ross Street, Niddrie	Upgrade to facility.	220,000	<p>The total cost of this project, based on tenders received will be \$250,000.</p> <p>The commencement of this works has been delayed due to the discovery that the building envelope is within a road reserve, which must be discontinued before works</p>	250,000	(30,000)

Ref	CWID Ref	Program Area	Project Title	Description	2014-15 Budget \$	Comment/ Recommendation	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Budget Increase \$
						commence. The completion of the works will occur in 2015-16. <u>Recommendation:</u> That Council note the revised forecast expenditure on this project.		
3.	115	INFORMATION SERVICES	Geographic Information System Implementation	Implementation of the GIS improvement plan. Priority: Implement GIS actions from Land base reconciliation project.	60,000	The scope of the land base reconciliation project and resources required to undertake this requires more work. The project has been deferred until a clearer understanding of the project outcomes. <u>Recommendation:</u> That Council note the revised forecast expenditure on this project.	0	60,000
4.	4302	OPEN SPACE	P.A. Kirchner Reserve Improvements – At Grosvenor Street and Steele Creek, Niddrie	Construct shared trail in Steele Creek, Willowtree Drive to Grosvenor Street.	290,000	The total cost of this project, based on tenders received will be \$230,000. <u>Recommendation:</u> That Council note the revised forecast expenditure on this project.	230,000	60,000
5.	4022	OPEN SPACE	Maribyrnong River Master Plan Implementation	Construction and new functional layout	700,000	Savings due to not proceeding with works at Riverside Park. In	560,000	385,000

Ref	CWID Ref	Program Area	Project Title	Description	2014-15 Budget \$	Comment/ Recommendation	Revised 2014-15 Forecast \$	Net 2014-15 Budget Impact () = Budget Increase \$
				of the Riverside Park car park. Stage 2 of playground redevelopment.	\$245,000 also brought forward from 2015-16, a total of \$945,000	addition, \$140,000 of this budget will be brought forward to 2015-16 for the design of Riverside Park and The Boulevard <u>Recommendation:</u> That Council note the revised forecast expenditure on this project.		
						TOTAL		430,000 Favourable

APPENDIX C

4 Year Road Renewal Program Status Report

Table 1 – 4 Year Plan Amendments

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Altna Avenue, McNamara Avenue to Highridge Crescent, Airport West	2014/15	28,000	28,000	26,000	26,000	Completed.
Essendon	Amelia Avenue, Hesleden Street to No. 1, Essendon	2014/15	15,000	15,000	-		Project deferred due to proposed drainage design followed by construction for 2014-2016
Essendon	Amelia Avenue, No. 1 to No. 13, Essendon	2014/15	17,000	17,000	-		Project deferred due to proposed drainage design followed by construction for 2014-2016
Avondale Heights	Chaumont Drive, Milleara Road to Dead End, Avondale Heights	2014/15	41,000	41,000	32,000	43,000	Completed
Avondale Heights	Clarks Road, Milleara Road to Shelley Street, Keilor East	2014/15	130,000	130,000	-		Completed. This road was completed in 2013-14, after the adoption of the 2014-15 budget. Expenses were paid in 2013-14.

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Essendon	Collins Street, Spencer Street to Keilor Road, Essendon	2014/15	95,000	95,000	-		Project deferred due to property development currently under construction on the corner of Keilor/Collins/Queen streets
Avondale Heights	Deutscher Street, Mountain View Avenue to North Road, Avondale Heights	2014/15	15,000	15,000	14,000	18,000	Completed.
North Essendon	Dudley Street, Birdwood Street to Treadwell Road, North Essendon	2014/15	51,000	51,000	50,000	50,000	Completed.
Essendon	Florence Street, Edward Street to Lincoln Road, Essendon	2014/15	79,000	79,000	-		Project deferred due to CWW programmed works for 2014-16
Essendon	Forrester Street, Price Street to Cooper Street, Essendon	2014/15	148,000	148,000	-		Project deferred due to AusNet programmed works for 2015-16
Airport West	Harrington Road, Patrick Court to Hilbert Road, Airport West	2014/15	50,000		-		Completed. This road was completed in 2013-14, after the adoption of the 2014-15 budget. Expenses were paid in 2013-14.
Airport West	Highlawn Avenue, McNamara Avenue to Highridge Crescent, Airport West	2014/15	28,000	28,000	27,000	27,000	Completed.

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Highridge Crescent, Altna Avenue to Fraser Street, Airport West	2014/15	17,000	17,000	17,000	17,000	Completed.
Airport West	Highridge Crescent, Highlawn Avenue to Altna Avenue, Airport West	2014/15	16,000	16,000	17,000	17,000	Completed.
Airport West	Highridge Crescent, Roberts Road to Highlawn Avenue, Airport West	2014/15	15,000	15,000	15,000	15,000	Completed.
Avondale Heights	Holden Avenue, Doyle Street to Skewes Street, Avondale Heights	2014/15	14,000	14,000	12,000	15,000	Completed
Avondale Heights	Holden Avenue, Skewes Street to Deutscher Street, Avondale Heights	2014/15	14,000	14,000	11,000	11,000	Completed
Niddrie	Hotham Road, Ryder Street to Car Park, Niddrie	2014/15	36,000	36,000	48,000	51,000	Completed.
Airport West	Howes Street, No. 11 to Louis Street, Airport West	2014/15	21,000	21,000	21,000	40,000	Completed
Airport West	Howes Street, Rodd Road to No. 11, Airport West	2014/15	15,000	15,000	15,000	25,000	Completed
Airport West	Howes Street, Webb Road to Rodd Road, Airport West	2014/15	26,000	26,000	26,000	35,000	Completed
Strathmore	Ivan Street, Brosnan Crescent to Mascoma Street, Strathmore	2014/15	26,000	26,000	26,000	20,000	Completed

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Kingsley Road, Etzel Street to West Court, Airport West	2014/15	25,000	25,000	14,000	15,000	Completed
Airport West	Kingsley Road, West Court to Hilbert Road, Airport West	2014/15	18,000	18,000	20,000	31,000	Completed
Strathmore	Lebanon Street, Roslyn Street to Eldorado Street (PARTIAL), Strathmore	2014/15	46,000	46,000	76,000	194,000	Completed. A deeper stronger pavement required following Geotechnical Report.
Strathmore	Lebanon Street, Willonga Street to Roslyn Street, Strathmore	2014/15	31,000	31,000	31,000	20,000	Completed
Strathmore	Lebanon Street, Willonga Street to Roslyn Street (PARTIAL), Strathmore	2014/15	16,000	-	-		Completed. Funds not required as a separate budget of \$46,000 for another section of Lebanon Street will be sufficient to undertake this project.
Airport West	Louis Street, Halsey Road to Victory Road, Airport West	2014/15	94,000	94,000	94,000	78,000	Completed
Airport West	Louis Street, Howes Street to Dromana Avenue, Airport West	2014/15	352,000	352,000	352,000	101,000	Completed
Airport West	Louis Street, Moore Road to Webb Road, Airport West	2014/15	88,000	88,000	88,000	74,000	Completed
Airport West	Louis Street, Parer Road to Halsey Road, Airport West	2014/15	93,000	93,000	93,000	78,000	Completed
Airport West	Louis Street, Rodd Road to Howes Street, Airport West	2014/15	51,000	51,000	51,000	43,000	Completed

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Louis Street, Webb Road to Rodd Road, Airport West	2014/15	114,000	114,000	114,000	98,000	Completed
Essendon	Market Street, Hedderwick Street to McCracken Street, Essendon	2014/15	48,000	48,000	60,000	57,000	Completed.
Strathmore	Mascoma Street, Peck Avenue to Melissa Street, Strathmore	2014/15	89,000	89,000	89,000		Project deferred following geotechnical report. Pavement requires reconstruction. Road design recommended.
East Keilor	Menzies Place, Prospect Drive to Dead End, East Keilor	2014/15	10,000	10,000	11,000	10,000	Completed
Airport West	Moorna Drive, Fullarton Road to Roberts Road, Airport West	2014/15	120,000	-	-		Completed. This road was completed in 2013-14, after the adoption of the 2014-15 budget. Expenses were paid in 2013-14.
Essendon	Morton Street, Napier Street to Hesleden Street, Essendon	2014/15	189,000	189,000	189,000		Project deferred following geotechnical report. Pavement requires reconstruction.
Strathmore	Odin Street, Brosnan Crescent to Mascoma Street, Strathmore	2014/15	33,000	33,000	33,000	32,000	Completed
East Keilor	Prospect Drive, Arcade Way to The Crossway, East Keilor	2014/15	39,000	39,000	39,000	75,000	Completed. Extra pavement reconstruction required due to failed areas.

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
East Keilor	Prospect Drive, The Crossway to Dead End, East Keilor	2014/15	63,000	63,000	48,000	72,000	Completed. Extra pavement reconstruction required due to failed areas.
Essendon	Queen Street, Dead End to Collins Street, Essendon	2014/15	21,000	21,000	-		Project deferred due to property development currently under construction on the corner of Keilor/Collins/Queen streets
Essendon	Richardson Street, Thistle Street to Shamrock Street, Essendon	2014/15	82,000	82,000	82,000	93,000	Completed
Avondale Heights	Ridley Avenue, Military Road to Doyle Street, Avondale Heights	2014/15	30,000	30,000	38,000	51,000	Completed
East Keilor	Riverside Place, Arcade Way to Dead End, East Keilor	2014/15	41,000	41,000	31,000	36,000	Completed
Airport West	Roberts Road, McNamara Avenue to Bowes Avenue, Airport West	2014/15	358,000	-	-		Completed. This road was completed in 2013-14, after the adoption of the 2014-15 budget. Expenses were paid in 2013-14.
Avondale Heights	South Gateway, North Road to Ridge Drive, Avondale Heights	2014/15	84,000	84,000	61,000	65,000	Completed
Strathmore	Thor Street, Mascoma Street to Brosnan Crescent, Strathmore	2014/15	32,000	32,000	32,000	27,000	Completed

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Victory Road, Halsey Road to Sexton Street, Airport West	2014/15	59,000	59,000	62,000	62,000	Completed
Airport West	Victory Road, Sexton Street to Cope Street, Airport West	2014/15	126,000	126,000	48,000	57,000	Completed
Strathmore	Vision Street, Mascoma Street to Strelton Avenue, Strathmore	2014/15	23,000	23,000	23,000	19,000	Completed
Flemington	Acacia Lane, John Street to Elm Street, Flemington	2017/18	100,000			-	Completed. \$48,000 of the Right -Of-Way Renewal and Reactive Works budget of \$100,000 was used for this project.
Moonee Ponds	Athol Street, Darling Street to Hotham Street, Moonee Ponds	2016/17	51,000			51,000	Brought forward to 2014-2015
Moonee Ponds	Athol Street, Hotham Street to Union Road, Moonee Ponds	2016/17	85,000				Brought forward to 2014-2015. Extended to Darling Street. \$85,000 of the Road Renewal and Reactive Works Budget of \$173,000 will be used for this project.
Moonee Ponds	Athol Street, Lennox Street to Bowen Street, Moonee Ponds	2016/17	25,000				Brought forward to 2014-2015. Extended to Darling Street. \$50,000 of the Road Renewal and Reactive Works Budget of \$173,000 will be used for this project.

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Strathmore	Brosnan Crescent, Ivan Street to Thor Street, Strathmore	2017/18	33,000		45,000	24,000	Completed. Brought forward to 2014-2015. Extended to Melissa Street
Strathmore	Brosnan Crescent, Thor Street to Odin Street, Strathmore	2017/18	33,000		45,000	24,000	Completed. Brought forward to 2014-2015. Extended to End.
Travancore	Buckland Street, Mt Alexander Road to Flemington Street, Travancore	2017/18	14,000	14,000	15,000	13,000	Completed. Brought forward to 2014-2015
Aberfeldie	Caroline Street, Fawcner Street to Clifton Street, Aberfeldie	2016/17	60,000	60,000	-		Deferred due to service authority advice
East Keilor	Cohen Street, Groves Street to Dead End, East Keilor	2015/16	19,000		19,000	20,000	Completed 3/10/14
East Keilor	Cohen Street, The Crossway to Groves Street, East Keilor	2015/16	36,000		37,000	37,000	Completed 3/10/14
Niddrie	Diamond Street, Rosehill Road to Dead End, Niddrie	2015/16	41,000		42,000	39,000	Completed 30/09/14
East Keilor	Ellen Avenue, Phillip Road to Rachelle Road, East Keilor	2015/16	34,000		31,000	31,000	Completed 7/10/14
Niddrie	Garnet Street, Rosehill Road to Ida Street, Niddrie	2015/16	53,000		55,000	103,000	Completed. Brought forward to 2014-2015. Extra pavement reconstruction required due to failed areas.

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Airport West	Harrington Road, Parer Road to Hilbert Road, Airport West	2018/19	13,000		32,000	32,000	Completed: Parer Road to Patrick Court: Brought forward to 2014-2015
Strathmore	Hillsyde Parade, Progress Street to Loeman Street, Strathmore	2015/16	269,000			67,000	Completed. Brought forward to 2014-2015. Treatment amended to resurfacing instead of a total road design.
Aberfeldie	Muldowney Street, Fawkner Street to Roach Avenue, Aberfeldie	2016/17	23,000	23,000			Deferred due to service authority advice
Moonee Ponds	Normanby Street, Athol Street to Maribyrnong Road, Moonee Ponds	2017/18	55,000			35,000	Brought forward to 2014-2015
Moonee Ponds	Park Street, Clarinda Road to Jennings Street, Moonee Ponds	2017/18	81,000	81,000			Deferred due to service authority advice
Moonee Ponds	Park Street, Waverley Street to Scott Street, Moonee Ponds	2017/18	27,000	27,000			Deferred due to service authority advice
East Keilor	Parkside Avenue, Sterling Drive to Regent Street, East Keilor	2015/16	62,000		84,000	170,000	Completed. Brought forward to 2014-2015. Extra pavement reconstruction required due to failed areas.
East Keilor	Pennington Street, Groves Street to Dinah Parade, East Keilor	2015/16	20,000		20,000	20,000	Completed 2/10/14
East Keilor	Pennington Street, The Crossway to Groves Street, East Keilor	2015/16	38,000		35,000	38,000	Completed 2/10/14

Suburb	Project Title	Year	Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Ascot Vale	Woods Street, Newsom Street to No. 27, Ascot Vale	2016/17	46,000			70,000	Completed. Brought forward to 2014-2015
Ascot Vale	Woods Street, No. 27 to Harold Street, Ascot Vale	2016/17	19,000			40,000	Completed. Brought forward to 2014-2015. Extended to Crown Terrace

Table 2 – Roads Added to the 4 Year Road Renewal Plan

Suburb	Project Title	Year	Total Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Keilor East	Patrick Court, Keilor East				26,000	20,000	Completed: Sept 2014: Street included due to further condition assessment and being close proximity of programmed works
Avondale Heights	Holden Avenue - Lake Street to Doyle Street				12,000	11,000	Completed: Oct 2014: Street included due to further condition assessment and being close proximity of programmed works
Keilor East	Holly Green Court (TBC)				35,000	27,000	Completed. Street included due to further condition assessment
Keilor East	Arcade Way - Rimcross Drive to No. 35 Arcade Way					67,000	Completed. Street included due to further condition assessment
Strathmore	Lebanon Street - Mascoma Street to Melissa Street					50,000	Completed. Street included due to further condition assessment
Keilor East	Nyah Street - Clarks Road to Woorite Place					130,000	Completed. Street included due to further condition assessment

Suburb	Project Title	Year	Total Budget	2014/15 Year Amended 22 Sep'14	2014/15 Year Amended 16 Dec'14	2014/15 Year Amended Jun'15	Comments
Keilor East	Wingara Avenue - Clarks Road to Woorite Place					120,000	Completed. Street included due to further condition assessment
Keilor East	Centreway - Wingara Avenue to Penleigh & Essendon Grammer School					10,000	Completed. Street included due to further condition assessment
	Budget for other road projects to be confirmed				398,000		Projects to be confirmed once finances of completed works have been processed
SUB TOTAL – ADDITIONAL PROJECTS					471,000	435,000	
TOTAL			3,272,000	2,933,000	3,067,000	3,047,000	

APPENDIX D

Table 1 – Projects Deferred to 2015-16

The following projects will be undertaken in 2015-16. All unspent 2014-15 expenditure will be brought forward to 2015-16 to complete the following projects.

Bicycle Paths
Bicycle Path Audits
Craigieburn Rail Corridor Bicycle Lanes
Travancore Park Shared Path Feasibility & Implementation
Walking and Cycling Strategy Implementation
Drainage
Brees Road Drainage Improvements
Clifton Street Easement Drainage Improvements
Drainage Related WSUD Works
Facilities
Airport West Tennis Club Court Improvements
Boeing Reserve Sports Field Lighting
Fairbairn Park (Middle) Pavilion (design)
Ladies Cricket Club Pavilion/Facilities Pavilion (demolition of existing and replacement with a new pavilion within Aberfeldie Park)
Lebanon Reserve Pavilion Improvements
Strathmore Child Family & Children's Centre (design)
Open Space
Fairbairn Park Master Plan Implementation
Moonee Ponds Creek Master Plan Development
Shopping Centres
Moonee Ponds Activity Centre Structure Plan Implementation
Streetscapes

Hockey Lane Public Lighting Installation
Signage / Infrastructure and cycle parking
Urban Design Related WSUD Work
Traffic & Transportation
Joint Infrastructure Project with the Department of Justice
Pascoe Avenue Road Safety Works
Traffic Management Related WSUD Works

Table 2 – Projects Underway, unspent budgets to be carried forward to complete project

The following projects are underway. All unspent 2014-15 expenditure will be brought forward to 2015-16 to complete the following projects.

Drainage
Glenbervie Road Drainage Improvements
Hamilton Street Drainage Improvements
Facilities
Facilities Related Air-conditioning and Heating Unit Replacements
Hopetoun Child Care Improvements
Library and Learning Infrastructure Planning
Niddrie Shopping Centre Public Convenience
Local Roads
Term Street, off Loeman Street
Open Space
Maribyrnong River Master Plan Implementation. Part of unspent budget will be brought for to undertake designs for Riverside Park and The Boulevard.
Plant & Equipment
A compactor and street sweeper destroyed in a fire caused by an electrical fault. Council has received insurance reimbursement for the fleet, which will be purchased in 2015-16.
Shopping Centres
Racecourse Road Revitalisation Project
Streetscapes
Public Street Lighting (Distributor owned) Efficiency Implementation
Traffic & Transportation
Integrated Transport Plan Implementation

9.13 Proposed Granting of Easement over Council Reserve at 20 Fanny Street, Moonee Ponds to Centurion Developments Moonee Ponds Pty Ltd

File No: PR15364
Author: Coordinator Property Services
Directorate: Corporate Services
Ward: Myrnong

Purpose

To commence procedures under sections 189 and 233 of the *Local Government Act* 1989 ('the Act') in order to consider granting an easement in favour of Centurion Developments Moonee Ponds Pty Ltd over part of Council reserve land known as 20 Fanny Street, Moonee Ponds.

Executive Summary

- A planning permit MV/600/2013 was granted by Council for the construction of 13 dwellings at 11-17 Evans Street, Moonee Ponds which is adjacent to section of Council reserve known as Fanny Reserve at 20 Fanny Street, Moonee Ponds - refer **Appendix A**.
- Condition 13 of the permit was issued for the use of the land (11-17 Evans Street) for a minor utility installation and subdivision of the land to create an easement (stormwater pipe).
- The Council reserve land contained on Certificate of Titles Volume 5417 Folio 332, TP633384K, Volume 9399 Folio 305 TP 188829A and Volume 7935 Folio 136 PS 24889 is zoned PPRZ R1Z.
- As part of the development works, Centurion Developments Moonee Ponds Pty Ltd requires all stormwater runoff from the development to drain via an underground drainage system to a legal point of discharge to be created in the Council reserve.
- By granting an easement over Council land, Council is effectively disposing of an interest in its land and therefore must comply with sections 189 and 223 of the *Local Government Act* 1989 ('the Act').
- It is considered appropriate in this case that Council obtain 'best value' for disposing of its interest in the land in accordance with Local Government Best Practice Guideline for Sale/Exchange of Land. Council has obtained a valuation of \$15,000 + GST being the estimated diminished value of the Council reserve as a consequence of the proposed easement.

Recommendation

That Council:

1. Advertise its intention in accordance sections 189 and 233 of the *Local Government Act* 1989 to grant an easement in favour of Centurion Developments Moonee Ponds Pty Ltd to transfer its interest in the 210m² area of easement over Council land contained on Certificate of Titles Volume 5417 Folio 332 Volume 9399 Folio 305 and Volume 7935 Folio 136 pursuant to section 191 of the *Local Government Act* 1989.
2. Establish a Committee of Council comprising of Councillors Jim Cusack, Nicole Marshall and Cam Nation, pursuant to section 223(1)(c) of the Act, to hear and consider any submissions received and requests to be heard.
3. Authorise the Chief Executive to fix the date and time for the Committee meeting, if required.

Background

A planning permit MV6001/2013 was granted Centurion Developments Moonee Ponds Pty Ltd by Council on 21 March 2014 for the construction of a 13 dwellings at 11-17 Evans Street, Moonee Ponds – refer **Appendix A**.

Condition 13 of the permit requires all stormwater runoff from the development to drain via an underground drainage system to a legal point of discharge. The developer has opted for a drainage alignment over Council land. A 2.0m wide drainage easement over three parcels of Council land (part comprising Fanny Reserve) will need to be created in favour of Centurion Developments Moonee Ponds Pty Ltd.

Fanny Reserve consists of Crown land and Council owned land. The easement is proposed to be created over Council land only - refer **Appendix B**. The subject parcels of Council land affected by the proposal are:

- Certificate of Title Volume 5417 Folio 332 – TP633384K
- Certificate of Title Volume 9399 Folio 305 – TP188829A
- Certificate of Title Volume 7935 Folio 136 – PS24889

Discussion

Council requires an easement to be created in Centurion Developments Moonee Ponds Pty Ltd favour across the Council reserve land to enable a point of connection at Fanny Street. As a consequence, Council is effectively disposing of an interest in its land and therefore section 189 of the *Local Government Act* 1989 will be triggered.

Since the developer will derive considerable benefit by Council granting an easement for the purpose of stormwater service infrastructure in support of the development, it is appropriate in this case that Council obtain 'best value' for disposing of its interest in the land in accordance with Local Government Best Practice Guideline for Sale/Exchange of Land.

Whilst Council is not selling freehold land, granting an easement over the subject reserve land diminishes the value of the land. Council has obtained a valuation of

\$15,000 + GST being the estimated diminished value of the Council reserve as a consequence of the proposed easement.

Consultation

Council's Assets and Engineering Department has been dealing with the drainage and sewerage requirements and approvals for the development and has been consulting with the applicant regarding the proposed connections and easement over the adjacent Council reserve land.

The applicant has been advised that subject to the submission period, Council will consider granting an easement over Council land in favour of Centurion Developments Moonee Ponds Pty Ltd, and subject to agreement to pay Council a consideration of \$15,000 and any associated costs incurred by Council.

Implications

1. Legislative

As previously mentioned, the granting of an easement over Council land means that Council must comply with sections 189 and 223 of the Act and must advertise the proposal.

2. Council Plan / Policy

The proposed disposal of interest in Council land is being dealt with in accordance with Council's Road Discontinuance and Sale of Land Policy (2014).

3. Financial

Council has obtained a valuation of \$15,000 being the estimated diminished value of the Council reserve as a consequence of the proposed easement.

4. Environmental

The proposed easement for drainage infrastructure will not adversely impact the environmental integrity of the Council land.

In 2012 Council and City West Water worked together to devise an Integrated Water Supply Plan (formally CWW Water Security Plan). The Plan identified a list of potential open spaces and sporting facilities throughout the municipality that could benefit from sustainable water supply. A range of water source options were considered, including rainwater (roof runoff) and stormwater (surface runoff) harvesting.

In exploring the current potential use of stormwater from the development adjoining Fanny Reserve, it has been established the development site catchment area of 1890m² would not be sufficient to meet the passive irrigation demands of the open space. Therefore the current proposal on the adjoining property to the Council land does not present a viable option for such a proposal.

Conclusion

Prior to the proposal proceeding, the matter must be advertised in accordance with sections 189 and 223 of the Act.

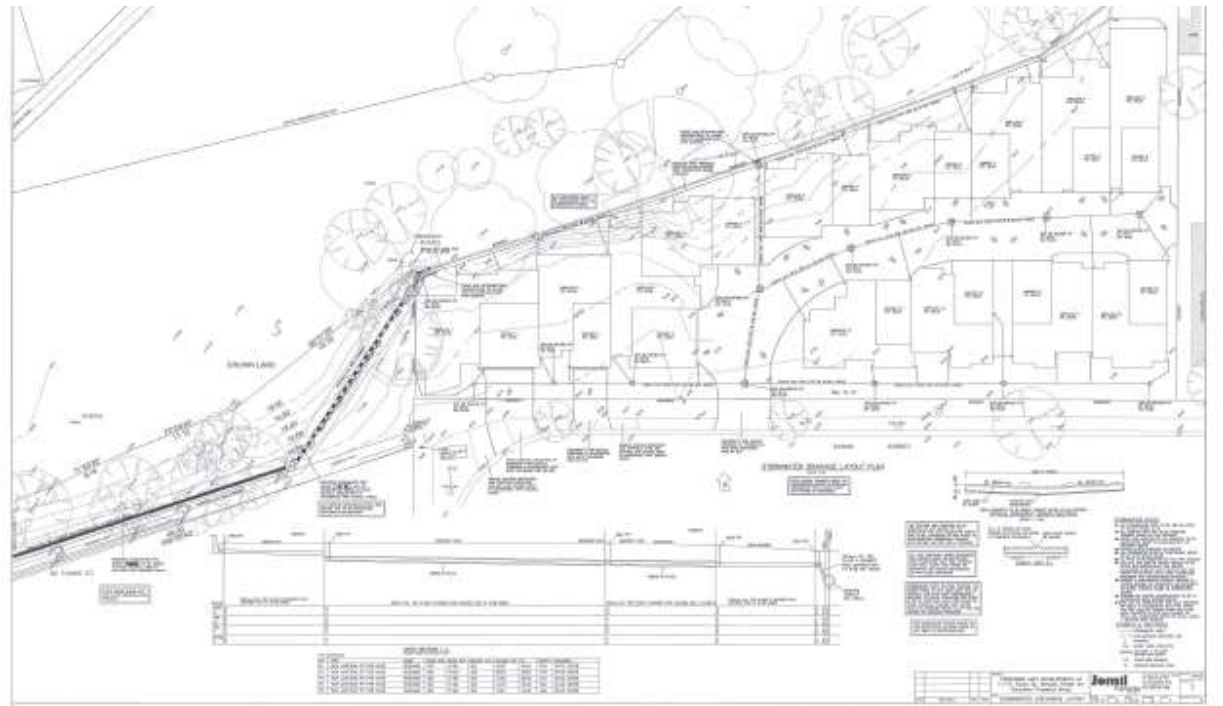
The development at 11-17 Evans Street, Moonee Ponds will derive considerable benefit from the proposed drainage connection across Council reserve land. It is desirable that Council obtain 'best value' for disposing of its interest in the subject land through the granting of an easement in favour of Centurion Developments Moonee Ponds Pty Ltd for the purpose of drainage service infrastructure in support of the development.

APPENDIX A



11-17 Evans Street, Moonee Ponds

APPENDIX B



9.14 Procurement Policy 2015

File No: FOL/09/1283
Author: Manager Finance
Directorate: Corporate Services
Ward: Municipal

Purpose

To provide the Procurement Policy 2015 for adoption (**Appendix A** – separately circulated). The Policy provides guidance, consistency and control over procurement activities undertaken by Council.

Executive Summary

- Section 186(7) of the Local Government Act 1989 (the Act) requires Council to undertake an annual review of its Procurement Policy. The requirement for Council to adopt a Procurement Policy resulted from the implementation of the Local Government Amendment (Councillor Conduct and Other Matters) Act 2008.
- Council is committed to sustainable procurement, and accordingly, the Procurement Policy 2015 comprises the Sustainable Procurement Guidelines 2015.

Recommendation

That Council adopt the Procurement Policy 2015 (provided as **Appendix A** - separately circulated) and that a copy of the adopted Policy be made available on Council's website.

Background

The State Government, in September 2008, released the Local Government Procurement Strategy. This report, prepared by Ernst & Young, identified the potential to realise savings across the sector of up to \$350 million through the adoption of improved and strategic procurement practices.

Amendments to the Act in November 2008 saw the introduction of section 186 (7), which required councils to develop a procurement policy that is made available to the public and reviewed annually.

Discussion

The Procurement Policy 2015 provides a framework for the purchase of goods, services and works that focuses on value for money whilst conducting business in a fair and equitable manner.

The purpose of the policy is to:

- Provide guidance, consistency and control over procurement activities;
- Demonstrate accountability to the community;
- Provide guidance on ethical behaviour in public sector purchasing;
- Demonstrate best practice elements in purchasing; and
- Increase probity of obtaining the right outcome when purchasing goods, services and works.

The Sustainable Procurement Guidelines, an appendix to the Procurement Policy 2015, acknowledges Council's commitment to green purchasing. Council has been a member of ECO-Buy since 2004, and the Environmental Sustainability Plan, the Waste Management Strategy and the Greenhouse Strategy have subsequently supported its commitment. The Sustainable Procurement Guidelines establish Council's commitment to green products and services and is supported by information and systems to assist in effective green purchasing.

Consultation

The Procurement Policy 2015 and Sustainable Procurement Guidelines have been developed in consultation with both the Finance and Environment Departments.

Best practice procurement guidelines issued by both Local Government Victoria and the MAV have also been referenced.

Implications

1. Legislative

Section 186(7) of the Act requires Council to review its procurement policy annually.

2. Council Plan / Policy

The Procurement Policy 2015 contributes to both Strategic Objective 2 – A Healthy Environment and a Sustainable City; and Strategic Objective 6 – A Dynamic, Responsive Organisation.

3. Financial

Best practice procurement provides tangible savings for the local government sector. The Procurement Policy 2015 provides the framework for attaining value for money outcomes.

4. Environmental

The Procurement Policy 2015, most specifically the Sustainable Procurement Guidelines, provides that sustained value must be demonstrated in Council's purchasing decisions in relation to the built and natural environment.

Conclusion

This policy is based on best practice procurement guidelines issued by both Local Government Victoria and the MAV to ensure consistency across the sector.

9.15 Report on Audit Committee

File No: FOL/09/1556
Author: Manager Governance & Local Laws
Directorate: Corporate Services
Ward: Municipal

Purpose

To present the unconfirmed Minutes of Council's Audit Committee Meeting held on 15 June 2015, provided as **Appendix A**.

Executive Summary

Audit Committee meetings are held quarterly or as required; and the minutes of these meetings are submitted for consideration.

Recommendation

That Council:

1. Receive the unconfirmed Minutes of the Audit Committee Meeting held on 15 June 2015.
2. Adopt the Audit Committee Charter (as contained in **Appendix B**).

Background

The Audit Committee is an Advisory Committee of Council established pursuant to Section 139 of the *Local Government Act 1989* ('the Act').

Council's financial management is delivered through the planning of resource allocations as part of our Annual Budget. Regular quarterly monitoring and reporting through the Audit Committee facilitates:

1. the enhancement of the credibility and objectivity of internal and external financial reporting.
2. effective management of financial and other risks, and the protection of Council assets.
3. compliance with laws and regulations as well as use of best practice guidelines.
4. the effectiveness of the internal audit function.
5. the provision of an effective means of communication between the external auditor, internal audit staff.
6. management and Council.

Discussion

The Act requires that the Committee report to Council on the findings and recommendations from its meetings. This report provides a summary of matters considered at the Audit Committee meeting held 15 June 2015 as follows:

1. The Audit Committee minutes of 20 April 2015, presented to Council on 26 May 2015, were confirmed by the Audit Committee without change.
2. Status of Audit Recommendation Implementation
The Audit Committee received and noted the status of internal audit recommendations from previous Internal Audit Reports, which identified the status of management actions addressing recommendations from previous internal audit reports contained in the Internal Audit Program
3. Review of Management of Aged and Disability Program
The Audit Committee received a report on the review of the management of the Aged and Disability program which identified that Council has established effective processes in managing the aged and disability program. The Audit Committee noted the management actions and timelines.
4. Review of Local Government Performance Reporting Framework
In accordance with the Internal Audit Plan for 2014/15, a report into the review of Local Government Performance Reporting Framework (LGPRF) was received and noted by the Audit Committee. The report undertook a review of Council's preparation for and implementation of the LGPRF.
5. Internal Audit Status Report 2014/15
The Internal Audit Status Report, detailing the current status of the internal audit program, was noted by the Audit Committee.
6. Financial Performance Report – March 2015
The Financial Performance Report, detailing Council's financial performance for the nine months to March 2015, was received by the Audit Committee.
7. Legislative Compliance Update
The legislative compliance update provided evidence that Council is meeting its core legislative obligations. The report noted the legislative updates made during the November 2014 to June 2015 period year. The Audit Committee received and noted the report.
8. Audit Committee Charter
The Committee received and considered a new Audit Committee Charter. The Audit Committee resolved to refer the Charter to Council for formal adoption.
9. Risk Register and Risk Improvement Plan
The Audit Committee received a presentation from the Manager Finance, Dale Monk, on Council's revised Risk Register and Risk Improvement Plan.

Consultation

The nature of this report does not require any consultation.

Implications

1. Legislative

The Local Government Act 1989 prescribes that Council must establish an Audit Committee and that such committee will be advisory in nature.

2. Council Plan / Policy

In presenting this report to Council, Council is achieving its strategic objective of a dynamic, effective and accountable organisation through excellence in governance.

3. Financial

This report does not have any direct financial implications.

4. Environmental

There are no environmental implications resulting from this report.

Conclusion

The Audit Committee plays an integral role in assisting Council to manage financial, compliance and other risks, it is therefore recommended that Council receive and note the unconfirmed Minutes of the Audit Committee meeting held 15 June 2015.

APPENDIX A



Audit Committee Meeting

Monday, 15 June 2015

Minutes

Report Index

The following reports were considered:

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Minutes of the Audit Committee Meeting

Tuesday, 23 June 2015 at 7:00PM
held at the Moonee Valley Civic Centre

PRESENT

TO:

Members: Mr David Ashmore Chairperson
 Mr Hugh Parkes
 Mr Bruce Potgieter
 Cr Nicole Marshall

Officers: Mr Neville Smith Chief Executive
 Mr Carey Patterson Acting Director Corporate Services
 Mr Dale Monk Manager Finance
 Mr Danny Bilaver Acting Coordinator Governance

Invited Mr Mark Peters HLB Mann Judd
Guests: Ms Shamiso Kamunga HLB Mann Judd

1. Apologies

An apology for non-attendance was received for Cr Narelle Sharpe and Mr Tim Loughnan.

2. Confirmation of Minutes

Moved by Mr Parkes, seconded by Mr Potgieter that the Minutes of the Audit Committee Meeting of Council held on Monday, 20 April 2015 be confirmed.

CARRIED

3. Declarations of Conflict of Interest

Nil.

4. Declarations of Breaches of Legislation

Nil.

5. Chief Executive / Executive Update

The Chief Executive, Mr Neville Smith, provided an update to the Audit Committee on the following matters:

- 2015/16 Budget
- Senior Management changes

6. Reports

6.1 Status of Audit Recommendation Implementation

File No: FOL/14/1253

Author: Manager Finance

Directorate: Corporate Services

Committee Resolution

Moved by Mr Parkes, seconded by Mr Potgieter that the Audit Committee:

1. Notes the status of the implementation of internal audit recommendations - refer Appendix A (separately circulated).
2. Confirms that the ten completed items be removed from the status of the implementation of internal audit recommendations report.

CARRIED

6.2 Review of Management of Aged and Disability Program

File No: FOL/14/1253

Author: Manager Finance

Directorate: Corporate Services

Committee Resolution

Moved by Mr Parkes, seconded by Mr Potgieter that the Audit Committee receive and note the Review of Management of Aged and Disability Program - refer Appendix A (separately circulated), noting the management actions and timelines.

CARRIED

6.3 Review of Local Government Performance Reporting Framework

File No: FOL/14/1253

Author: Manager Finance

Directorate: Corporate Services

Committee Resolution

Moved by Cr Marshall, seconded by Mr Parkes that the Audit Committee receive and note the Review of Local Government Performance Reporting Framework - refer Appendix A (separately circulated), noting the management actions and timelines.

CARRIED

6.4 Internal Audit Status Report 2014/15

File No: FOL/14/1253

Author: Manager Finance

Directorate: Corporate Services

Committee Resolution

Moved by Mr Potgieter, seconded by Cr Marshall that the Audit Committee note the status of the internal audit program refer Appendix A (separately circulated).

CARRIED

6.5 Financial Performance Report - March 2015

File No: FOL/14/1253

Author: Manager Finance

Directorate: Corporate Services

Committee Resolution

Moved by Mr Potgieter, seconded by Cr Marshall that the Audit Committee receive the March 2015 Financial Performance Report.

CARRIED

6.6 Legislative Compliance Update

File No: FOL/12/73

Author: Manager Governance & Local Laws

Directorate: Corporate Services

Committee Resolution

Moved by Mr Parkes, seconded by Mr Potgieter that the Audit Committee receive and note the legislative compliance update for the 6 November 2014 to 6 June 2015 period, provided as Appendix A.

CARRIED

6.7 Audit Committee Charter

File No: FOL/12/73

Author: Manager Governance & Local Laws

Directorate: Corporate Services

Committee Resolution

Moved by Cr Marshall, seconded by Mr Parkes that the Audit Committee recommend that Council adopt the Audit Committee Charter (Appendix A – separately circulated), as amended.

CARRIED

6.8 Risk Register and Risk Improvement Plan

File No: FOL/14/1253

Author: Manager Organisational Development

Directorate: Corporate Services

Committee Resolution

Moved by Cr Marshall, seconded by Mr Potgieter that the Audit Committee:

1. Receive and note the Moonee Valley City Council Risk Register (Appendix A (separately circulated) and Improvement Plan (Appendix B (separately circulated)).
2. Maintain the Risk Register and Risk Improvement Plan as a standard Audit Committee Agenda item.

CARRIED

7. Other Business

- 7.1 Mr Parkes noted the cyber security papers previously circulated to Audit Committee Members and suggested that they be used as a thought provoking exercise for Council.

8. Next Meeting

Next meeting of the Audit Committee will be held on Wednesday, 12 August 2015 (to be confirmed).

The meeting concluded at 7.59pm.

CONFIRMED

**DAVID ASHMORE
CHAIRPERSON**

APPENDIX B



Moonee Valley City Council Audit Committee Charter

Purpose

The Audit Committee is an independent advisory committee of Council established in accordance with Section 139 of the Local Government Act 1989.

In accordance with good governance practice, Council has constituted an Audit Committee to facilitate.

- The enhancement of Council's external financial reporting.
- The effectiveness of both the external and internal audit functions.
- The effective management and protection of Council assets.
- Compliance with relevant laws and regulations and consideration of best practice guidelines.
- The provision of an effective means of communication between the external auditor, internal auditor, management and Council.

Authority

The audit committee has the authority to:

- Seek resolution on any disagreements between management and the external auditors on financial reporting.
- Review all auditing, planning and outcomes.
- Seek any information it requires from Council members and Council staff via the Chief Executive Officer (CEO) and external parties.
- Formally meet with Council staff, internal and external auditors as necessary.

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

Management Responsibility

It is the responsibility of management to:

- Keep the Committee informed regarding financial reporting, management reporting, risk management, and risk exposure of the organisation.
- Keep the Committee informed of the findings of any examinations by regulatory agencies, and any auditor (internal or external) observations in order that the Committee may monitor management's response to these findings.
- Facilitate, through the CEO, the operation of the audit committee by providing secretariat services and officer advice in respect of matters before the audit committee or which need to be brought to its attention.

Composition

- The Audit Committee will consist of five members, three must be independent and two Councillors. Councillor members will have an alternate nominated.
- Councillor members are appointed by Council on an annual basis.
- Council will appoint Audit Committee members.
- Independent Audit Committee members should be appointed for ~~either a term of two or three years to maintain continuity~~ three years on a staggered basis.
- Independent Audit Committee members are limited to a maximum of three terms.
- The external members will be selected from the broader community after having invited applications by public advertisement.
- Existing members can re-apply for a new term.
- Existing external members may be reappointed, through a resolution of Council, without the need to invite applications by public advertisement. This may occur only once per external member.
- External members will receive payment as set by Council.
- The appointment of external members is to be made on a rolling basis to ensure continuity of knowledge and experience in local Council issues.
- At least two of the external members of the committee shall hold senior accounting and/or IT qualifications (CPA, CA, CISA, CGEIT, CIA or comparable).
- Each Audit Committee member will be financially and IT literate with external independent members having senior business or financial management experience and conversant with high level financial and other reporting requirements.
- The Chief Executive Officer and the Director Corporate Services are not members of the Committee, but should attend meetings in an advisory capacity

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

Chair

- The Chair of the Audit Committee must be an independent member and not a Councillor.
- Council will appoint the Audit Committee Chair from the independent members of the Committee.
- Should the Chairperson be absent from a meeting, the Committee shall appoint a temporary Chairperson from the independent members present.

Quorum

The quorum for a meeting will be ~~two~~ three (32), including at least one (1) Councillor and ~~one~~ two (14) independent members.

Meetings

- The Audit Committee will meet at least four times a year, with the ability to convene additional meetings, as circumstances require.
- All Audit Committee members are expected to attend each meeting, in person or through teleconference or video conference.
- The Audit Committee may invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary.
- Meeting agendas and related papers will be prepared and provided to members seven (7) days in advance of meetings.

Confidentiality of Information

- The information presented to Audit Committee members is to remain confidential unless specified otherwise by Council.
- Audit Committee members must not directly or indirectly release or make available to any person any information relating to the work or discussions of the Audit Committee except in such terms stipulated by Council.

Conflict of Interest

- Section 139(4A) of the Local Government Act subjects members of the Audit Committee to the provisions of Sections 76D and 79 as if they were members of a Special Committee of the Council.
- Members of the Audit Committee must be fully aware Section 79 of the Local Government Act 1989 makes it mandatory for members of the Audit Committee to disclose all conflicts of interest prior to the discussion of the matter for which the conflict of interest has arisen.

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

- Members of the Audit Committee be fully aware of the statutory definitions of direct and indirect interests which may give rise to a conflict of interest as set out in Sections 77A, 77B, 78, 78A, 78C, 78D and 78E of the Local Government Act 1989.

Responsibilities

The audit committee will carry out the following responsibilities:

Financial Report

- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.
- Review with management and the external auditors the results of the external audit, including any difficulties encountered.
- Review the annual financial report, and consider whether it is complete, consistent with information known to audit committee members concerning the wider operations and activities of Council and reflects appropriate accounting & business principles.
- Review with management and the external auditors all matters required to be communicated to the audit committee under the Australian Auditing Standards by the external auditors.

Internal control

- Consider the effectiveness of Councils internal control systems, including non-financial management control systems linked to the City's databases.
- Consider the internal and external auditors review of internal controls over management reporting, and obtain reports on significant findings and recommendations, together with management's responses.

Risk Management

- Receive regular reports from the CEO and members of senior management on the operations and activities for which they are responsible.
- Monitor the systems and process via the Councils risk profile.
- Monitor the process of review of Councils risk profile and receive reports on updates twice per year
- Consider the adequacy of actions taken to ensure that the material risks from Council's risk framework have been dealt with in a timely manner to mitigate exposures to the Council.
- Monitor processes and practices of Council for ensuring business continuity.

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

Internal audit

- Make recommendations to Council on the appropriate method for the provision of an effective internal audit function.
- Report on Moonee Valley's information architecture and the condition and integrity of the databases it contains.
- Review the effectiveness of the internal audit function, including compliance with relevant auditing standards from the Institute of Internal Auditors (IIA) and the Information Systems Audit and Control Association (ISACA).
- Ensure that the annual internal audit plan complements Council's Risk Management Framework covering both operational and financial risks, as well as providing coverage of the information architecture.
- Report on whether all Directors and Managers receive and actioned the management information reports they require to carry out their governance responsibilities effectively.
- Review and approve the annual internal audit plan and any recommended changes to the plan.
- Monitor the progress of the internal audit plan.
- Monitor and review recommendations arising out of internal audit reports and their implementation.
- Review the performance of the internal audit service provider annually.
- Provide an opportunity for the audit committee to meet with the internal auditor to discuss any matters that the audit committee or internal auditor believes should be discussed privately.
- Monitor processes and practices to ensure that the independence of the audit function is maintained.

External Audit

- Note the external auditors proposed audit scope and approach, including any reliance on internal auditor activity and confirm external and internal auditors have met to coordinate their work.
- Provide an opportunity for the audit committee to meet with the external auditors, to discuss any matters that the audit committee or the external auditors believe should be discussed privately.
- Compliance
- Review the effectiveness of the system for monitoring compliance with legislation and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

- Review the findings of any examinations by regulatory agencies, and any associated auditor (internal or external) observations.
- Obtain regular updates from management on legal and regulatory compliance matters of which the Audit Committee should be made aware.

Reporting Responsibilities

- Minutes of meetings will be kept and action items recorded and monitored.
- Report regularly to Council about audit committee activities, issues, and related recommendations through circulation of minutes and annual report. Additional updates may be appropriate should issues of concern rise.
- Monitor that open communication between the internal auditor, the external auditor, and the Council occurs.
- Report annually to stakeholders via Councils Annual Report, describing the audit committee's composition, responsibilities and how they were discharged, and any other information required by regulation, including approval of non-audit services.

Group	Responsible Manager	Document No	Approval Date	Review Date
Corporate Services	Director Corporate Services	12/141455	TBC	TBC

9.16 Independent Member Appointment's to Council's Audit Committee

File No: FOL/12/674
Author: Manager Governance & Local Laws
Directorate: Corporate Services
Ward: Municipal

Purpose

The purpose of this report is to allow Council to make external appointments to its Audit Committee.

Executive Summary

- The Council has an Audit Committee which operates under the Terms of Reference (Charter) approved 18 June 2012.
- The term of the current independent members (Mr David Ashmore, Mr Hugh Parkes and Mr Bruce Potgieter) expires on 30 June 2015.
- The Charter specifies in relation to external independent persons, that such persons “will have senior business or financial management experience and conversant with high level financial and other reporting requirements”.

Recommendation

That Council:

1. Appoint Mr David Ashmore as the independent Chair of the Audit Committee for a period of three years from 1 July 2015.
2. Appoint Mr Bruce Potgieter as the independent member of the Audit Committee for a period of four years from 1 July 2015.
3. Appoint Mr Hugh Parkes as the independent member of the Audit Committee for a period of two years from 1 July 2015.
4. Remunerate the independent Audit Committee members at the following rates:
 - Chairperson: \$9,500 (\$2,375 per quarter)
 - Members: \$8,000 (\$2,000 per quarter).

Background

Council has an Audit Committee which operates under the Audit Committee Charter. Membership consists of two Councillors and three external independent members.

The term of the current independent members expires on 30 June 2015. All three current independent members (Mr David Ashmore, Mr Hugh Parkes and Mr Bruce Potgieter) have expressed an interest in being reappointed to the Audit Advisory Committee. The Charter specifies in relation to external independent persons that they “will have senior business or

financial management experience and conversant with high level financial and other reporting requirements”.

Discussion

Three incumbent external members all have served Council well in their positions on its Audit Committee and it is expected that they would all continue to contribute significantly to the workings of the Audit Committee due to their financial background, detailed knowledge of local government and current business experience.

External members are selected from the broader community. Generally, applications for the committee are sought by inviting applications by public advertisement. The Audit Committee Charter allows for Council to appoint independent members for a period of two or three years.

Victorian Auditor General Office’s position on the term of Audit Committee members is based on the Australian National Audit Office Public Sector Audit Committee Best Practice Guidelines 2011. The Guidelines consider it appropriate for external member appointments to be confined to a three year period with an option of a further one year extension. With regards to the Chair, a term of three to five years is considered by the Guidelines to be effective as it provides opportunity for the Chair to provide a level of stability to the leadership of the committee. Circumstances may also warrant an extension beyond a five year term.

The Guidelines also advise that best practice would dictate that a phased approach to the rotation of members is adopted so as “to preserve an appropriate level of knowledge and expertise of committee members”.

In order to better align with the Guidelines, amendments made to the Audit Charter will be presented to the Audit Committee for consideration. These amendments will then be presented to Council as part of the Report on Audit Committee and will include a phased approach to external member appointments, reappointing external member (by Council resolution) without the need to publically advertise, and changes to the term of appointment.

It is also considered that the remuneration of Audit Committee members be reconsidered by Council. Current remuneration stands at \$8,000 per annum for the Committee’s Chairperson and \$6,500 per annum independent members.

A sample of external Audit Committee member remuneration packages of ten metropolitan municipalities shows that Moonee Valley City Council rates are slightly below the average. In addition, the current remuneration has not changed since 2003 whilst the number of Audit Committee Meetings per year has increased from four to five. Therefore, it is considered appropriate that remuneration rates for Audit Committee members are increased.

Consultation

The nature of this report does not require any consultation.

Implications

1. Legislative

Appointment and remuneration of an audit committee member who is not a Councillor or member of Council staff is made under section 139 of the Local Government Act 1989.

Under the Act, sections 76D (misuse of position) and 79 (disclosure of conflict of interest) apply to members of an audit committee as if they were members of a special committee of Council.

2. Council Plan / Policy

Advisory Committee's assist Council to better manage and measure its performance in achieving stated objectives and future visions as set out in the Council Plan.

3. Financial

All external members of the Audit Advisory Committee will be remunerated at the following rates:

Chairperson: \$9,500 (\$2,375 per quarter)

Members: \$8,000 (\$2,000 per quarter).

4. Environmental

There are no environmental implications resulting from this report.

Conclusion

It is recommended that Council give favourable consideration at this point, to the reappointment of Mr David Ashmore, Mr Hugh Parkes and Mr Bruce Potgieter to Council's Audit Advisory Committee for a period of four, three and two years respectively, commencing 1 July 2015.

9.17 Report on Tenders and Contracts Awarded

File No: FOL/10/358
Author: Manager Governance & Local Laws
Directorate: Corporate Services
Ward: Municipal

Purpose

To provide a report on tenders and contracts awarded by Council's Tenders Committee since the last report was presented to Council at its meeting held 28 October 2014.

Executive Summary

This is a procedural and information report only.

Recommendation

That Council receive and note the report of Council's Tenders Committee and tenders awarded at its meeting held on 9 June 2015.

Background

The Tenders Committee is a Special Committee of Council established pursuant to Section 86(1) of the Local Government Act 1989 ('the Act'), for the purpose of exercising Council's powers, functions and duties relating to the consideration of tenders received and the awarding of a contract for works, goods and services with a value of more than \$500,000, but not exceeding \$4 million.

Although the proceedings of meetings of the Tenders Committee are confidential pursuant to section 89(2) of the Act (as they relate to contractual matters), all reports of tenders awarded by the Tenders Committee provide for the inclusion of the accepted tender amount (i.e. where it does not relate to a schedule of rates contract). Importantly, once Council has received its report from the Tenders Committee, that information is published on Council's website.

Discussion

Since the last report to Council on 28 October 2014, the Tenders Committee met on 9 June 2015 and awarded the following contract:

Contract	Awarded To	Date Awarded	Tender Price (Excl GST)
Construction of New sports Pavilion - Ladies Cricket Club Aberfeldie Park	FIMMA Constructions Pty Ltd (ABN 22 101 232 320)	9 June 2015	\$1,663,414.00 (plus GST)

Consultation

The nature of this report does not require any consultation.

Implications

1. Legislative

There are no direct legislative implications that arise from the presentation of this report to Council.

2. Council Plan / Policy

This report aligns with Council Plan 2013-2017 Theme 5 – excellence in governance, in particular the strategic objective of demonstrating to ratepayers that Moonee Valley is financially sustainable.

There are no Human Rights implications resulting from this report.

3. Financial

This report does not have any direct financial implications.

4. Environmental

There are no environmental implications resulting from this report.

Conclusion

It is recommended that Council receive and note the report.

9.18 **Report on Assemblies of Council**

File No: FOL/09/1245
Author: Manager Governance & Local Laws
Directorate: Corporate Services
Ward: Municipal

Purpose

The purpose of this report is to present to Council, the written records of Assembly of Councillors held in accordance with the provisions of Section 80A(2)(a) and (b) of the *Local Government Act 1989* ("the Act").

Executive Summary

It is a requirement that the Chief Executive ensures that the written record of an Assembly of Councillors is, as soon as practicable, reported at an Ordinary Meeting of the Council; and incorporated in the minutes of that Council meeting.

Recommendation

That Council receive and note the written records of Assembly of Councillors, provided as **Appendix A**, received since the last report to Council in May 2015.

Background

In accordance with Section 80A (1) & (2) of the Act, the Chief Executive is to ensure that a written record of an Assembly of Councillors is, as soon as practicable, reported at an Ordinary Meeting of the Council; and incorporated in the minutes of that Council meeting.

Furthermore, the written record of an Assembly of Councillors is both kept for a period of 4 years after the date of the Assembly; and made available for public inspection at the offices of the Council for a period of 12 months after the date of the assembly.

Discussion

Section 76AA of the Act defines an Assembly of Councillors as 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:

- a) the subject of a decision of the Council; or
- b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee but does not include a meeting of the Council, a Special Committee of the Council, an Audit Committee established under section 139, a club, association, peak body, political party or other organisation.

Section 80A (1) and (2) of the Act provides that:

1. At an Assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of—
 - a) the names of all Councillors and members of Council staff attending;
 - b) the matters considered;
 - c) any conflict of interest disclosures made by a Councillor attending under subsection (3); and
 - d) whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly.
2. The Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as practicable—
 - a) reported at an ordinary meeting of the Council; and
 - b) incorporated in the minutes of that Council meeting.

Records of Assemblies of Councillors, held since the last report to Council in May 2015, are provided as **Appendix A**.

Consultation

All Council staff have been informed of Council's obligations under the Act.

Implications

1. Legislative

This report is presented to Council in accordance with Section 80A of the Act. As this is a mandatory reporting requirement, there are no Charter of Human Rights implications for Council.

2. Council Plan / Policy

In presenting this report to Council, Council is achieving its strategic objective of a dynamic, effective and accountable organisation through excellence in governance.

3. Financial

There are no financial implications resulting from the presentation of this report.

4. Environmental

There are no environmental implications resulting from the presentation of this report.

Conclusion

Council has an obligation under Section 80A (2) (a) & (b) of the Act, to present all records of Assemblies of Councillors to an Ordinary Meeting of Council. By receiving and noting this report, Council is ensuring compliance with this provision.

APPENDIX A

RECORD OF ASSEMBLY OF COUNCILLORS

Tuesday, 19 May at 6.39pm at the Moonee Valley Civic Centre

PRESENT

Councillors:

Narelle Sharpe, Jan Chantry, Shirley Cornish, Jim Cusack, Paul Giuliano, Nicole Marshall and Andrea Surace.

Officers:

Neville Smith	Chief Executive
Henry Bezuidenhout	Acting Director City Works & Development
Carey Patterson	Acting Director Corporate Services
Anthony Smith	Acting Director Environment & Lifestyle
Sue Hecker	Manager Leisure & Open Space
James Martin	Manager Communications & Corporate Planning
Gil Richardson	Manager Technical Services
Lisa Dunlop	Coordinator Strategic Planning
Tim Mileham	Coordinator Leisure Facilities & Projects
Matt Spozio	Principal Planner Development Approvals
Mel Lorback	Senior Leisure Facilities Officer
Anabel Adler	Senior Urban Designer
Colin Harris	Senior External Projects Manager

CONFLICT OF INTEREST DISCLOSURES

Nil.

MATTERS CONSIDERED

1. Tram Upgrade Works at Moonee Ponds Junction
2. Moonee Ponds Market
3. Moonee Ponds Market
4. East Keilor Leisure Centre Concept Plan
5. Tender Evaluation for the Management & Operation of the Ascot Vale Leisure Centre
6. Essendon Football Club Lease
7. 77 Military Road, Avondale Heights
8. Items of a general nature raised by Councillors and Officers.

RECORD COMPLETED BY

Anthony Smith Acting Director Environment & Lifestyle

RECORD OF ASSEMBLY OF COUNCILLORS

Tuesday, 26 May 2015 at 6.22pm at the Moonee Valley Civic Centre

PRESENT

Councillors:

Narelle Sharpe, Cam Nation (6.27pm), Jan Chantry, Shirley Cornish, Jim Cusack, Paul Giuliano, Nicole Marshall (6.45pm) and Andrea Surace.

Officers:

Neville Smith	Chief Executive
Tony Ball	Director Community Services
Henry Bezuidenhout	Acting Director City Works & Development
Carey Patterson	Acting Director Corporate Services
Anthony Smith	Acting Director Environment & Lifestyle
Yvonne Hansen	Manager Governance & Local Laws
James Martin	Manager Communications & Corporate Planning
Vera Mitrovic-Misic	Coordinator Projects & Approvals
Andrew Carey	Sports Development Officer

CONFLICT OF INTEREST DISCLOSURES

Councillor Nation declared a conflict of interest in Item 20 - 'Evaluation for the Management & Operation of the Ascot Vale Leisure Centre' and Item 22 – 'Essendon Football Club – Windy Hill'.

MATTERS CONSIDERED

1. 77-89 Military Road, Avondale Heights
2. 19 Rogerson Street, Avondale
3. 12 Browning Street, Moonee Ponds
4. 33 Pearl Street, Niddrie
5. 20 Westminster Drive, Avondale Heights
6. Planning Scheme Amendment C154 (5 Treadwell Road)
7. Combined Planning Permit Application MV/37/2014 And Amendment C150 To The Moonee Valley Planning Scheme (1-5 Term Street, Strathmore)
8. Consideration of demolition requests and planning permit applications for properties where a heritage overlay does not apply
9. Keilor Road/Matthews Avenue Junction Niddrie – Part road discontinuance to facilitate toilet facility refurbishment project
10. Proposed sale of land abutting 1 & 3 Normanby Street and 142 Maribyrnong Road, Moonee Ponds
11. 5 Bank Street, Ascot Vale
12. Corporate Sponsorship Policy
13. Footpath Trading Policy

14. Financial Performance Report March 2015
15. Endorsement of Nominations for Arts & Culture Community Advisory Committee
16. Report on Audit Committee
17. Report on Advisory Committees
18. Report on Assemblies of Council
19. 'Universal Access to Early Childhood Education' National Partnership Agreement
20. Tender Evaluation for the Management & Operation of the Ascot Vale Leisure Centre
21. Queens Park Cottage Café / Restaurant
22. Essendon Football Club – Windy Hill
23. 25 Rose Avenue, Niddrie
24. Implementation of a managed service and software system for the supply of temporary agency staff.

RECORD COMPLETED BY

Anthony Smith Acting Director Environment & Lifestyle

RECORD OF ASSEMBLY OF COUNCILLORS

Tuesday, 2 June at 7.39pm at the Moonee Valley Civic Centre

PRESENT

Councillors:

Narelle Sharpe, Jan Chantry, Jim Cusack, Nicole Marshall and Andrea Surace.

Officers:

Tony Ball	Director Community Services
Carey Patterson	Acting Director Corporate Services
Anthony Smith	Acting Director Environment and Lifestyle
Henry Bezuidenhout	Manager Strategic & Statutory Planning
Yvonne Hansen	Manager Governance & Local Laws
Jim Karabinis	Manager Aged & Disability
James Martin	Manager Communications & Corporate Planning
Aleesha Grace	Coordinator Corporate Planning
Heidi Peart	Metro Access Project Officer

CONFLICT OF INTEREST DISCLOSURES

Nil.

MATTERS CONSIDERED

1. Western Distributor Project (Transurban)
2. FOI Process Update
3. NDIS and Federal Health Reform
4. Advocacy Agenda Update
5. Items of a general nature raised by Councillors and Officers

RECORD COMPLETED BY

Anthony Smith Acting Director Environment & Lifestyle

9.19 Report on Advisory Committees

File No: FOL/14/1256
Author: Manager Governance & Local Laws
Directorate: Corporate Services
Ward: Municipal

Purpose

To present the minutes of Council's Advisory Committee meetings received since the last report to Council held in May 2015.

Executive Summary

The minutes of Advisory Committee meetings received since the last report to Council are submitted for consideration.

Recommendation

That Council receive and note the following confirmed Advisory Committee Meeting Minutes, received since the last report to Council in May 2015:

- a) Integrated Waterways Advisory Committee held 20 February 2015 (**Appendix A**);
- b) ANZAC Centenary Committee held 30 March 2015 (**Appendix B**); and
- c) Early Years Reference Group held 14 April 2015 (**Appendix C**).

Background

Council at its Statutory Meeting on 5 November appointed representatives to Advisory Committees, up to the month of October 2015.

Minutes from these meetings are presented to Council for information purposes.

Discussion

Minutes from the following Advisory Committee Meeting Minutes are presented to Council in accordance with section 80A(2)(a) of the *Local Government Act 1989*:

- a) Integrated Waterways Advisory Committee held 20 February 2015
Committee members received a presentation on the Melbourne Water M102 upgrade project; were briefed on the Moonee Ponds Creek Master Plan and the East West Link; received an update on the Five Mile Creek Reserve Master Plan; discussed the Maribyrnong River Design Guidelines; were provided with an update on issues relating to parkland adjacent to 24 Craig Street, East Keilor/Steel Creek; discussed grants and funding projects such as the Green Army, 20 Million Trees Grant and Melbourne Water Living Rivers; and discussed a number of general business items such as litter at Maribyrnong River and Moonee Ponds Creek as well as the Tullamarine Widening project.

- b) ANZAC Centenary Committee held 30 March 2015
Members of the Committee received an update from the 58/32 Infantry Battalion Association Inc. which included information on the Pompey Elliot Service and Lunch, the purchase of lone pines that will be planted in the municipality, and a proposed leaflet on the Battalion for distribution at schools; were provided with an update on Council's ANZAC commemoration events; were provided with an update from the Women Caring for Veterans of War Inc including on the installation of a bronze statue in Victory Park; discussed actions arising from the previous meeting such as the renewal of the Avenue of Honour boards, the Community Honour Roll, heritage plaques and commemorative street signs; and discussed other business items.
- c) Early Years Reference Group held 14 April 2015
Reference Group members discussed action planning for the Moonee Valley Early Years Plan (MVEYP) 2014-22; were updated on the draft consultation framework for the Western Region Children and Youth Are Partnership; discussed Stage 2 of the Count Me In project; and received member updates.

Consultation

The nature of this report does not require any consultation to be undertaken, but rather the coordination and compilation of minutes of the meetings held during the reporting period.

Implications

1. Legislative

There are no legislative implications in receiving this report.

2. Council Plan / Policy

In presenting this report to Council, Council is achieving its strategic objective of a dynamic, effective and accountable organisation through excellence in governance.

3. Financial

There are no financial implications resulting from the presentation of this report.

4. Environmental

There are no environmental implications resulting from this report.

Conclusion

Advisory Committees allow for a more efficient and effective process of understanding specific areas, prior to being considered by Council.

APPENDIX A



Moonee Valley Integrated Waterways Advisory Committee

Minutes

MEETING #9

**Friday, 20 February 2015 at 9am in the Council Committee Room,
Moonee Valley Civic Centre, 9 Kellaway Avenue, Moonee Ponds**

Attendees	Cr Shirley Cornish	Chairperson, Rose Hill Ward
9.30am arrival	Cr Nicole Marshall	Myrnong Ward
	Elaine Brogan	RivCel
	Frank Kinnersley	Friends of the Moonee Ponds Creek
10.15am departure	Mark Roberts	Friends of Napier Park
	Peter Somerville	Friends of Maribyrnong Valley
	Sue Hooper	Friends of Steele Creek
	Tony Smith	Moonee Ponds Creek Co-ordination Committee
10am departure	Virginia Moylan	Friends of Five Mile Creek
	Scott Widdicombe	Director, Environment and Lifestyle
	Mark Hammett	Manager, Parks and Gardens
	Michelle Gooding	Conservation Officer, Parks and Gardens
Invited Guests		
10am departure	Robyn Brown	Communications and Engagement Advisor- West Region, Customer Solutions, Melbourne Water
10am departure	Christian Vasconcelo	Planner and Stakeholder Engagement Consultant, Melbourne Water
10.10am departure	Colin Harris	Senior External Projects Manager
Apologies	Jesse Barrett	Melbourne Water (River Health Officer)
	Stuart Lacey	Friends of Afton Street (Coordinator)
	Paul Jackson	Project Manager, Melbourne Water
	Deb Gaehl	Executive Assistant, E&L (minute taker)

Order of Business

Welcome

Chair Cr Shirley Cornish opened the meeting at 9.05am and welcomed members and guest speakers, with special note that Cr Nicole Marshall would be arriving shortly. Welcome to guest speakers from Melbourne Water presenting on the progress of the M102 water supply main. Cr Shirley encouraged the group to think about the presentation in light of Council's submission to Melbourne Water and additional issues or items that should be included.

Apologies

Apologies recorded for Jesse Barrett, Stuart Lacey, Paul Jackson and Deb Gaehl.

1. Declarations of Conflict of Interest

None recorded.

2. Confirmation of Previous Minutes

Moved by Elaine Brogan, seconded by Frank Kinnersley that the Minutes of the Moonee Valley Integrated Waterways Advisory Committee Council held on Friday, 21 November 2014 be confirmed.

One change noted: Item 8 – 'Frank Kinnersley raised to replace the foot bridge at Rosehill Road.'

ACTION: *Deb Gaehl to amend Minutes to reflect this change.*

Items with Guest Speakers

3. Melbourne Water - M102 upgrade

Presentation by Robyn Brown and Christian Vasconcelo.

Robyn reviewed the project and provided an updated time frame. Particular points to note included:

- Contractors have been engaged
- Consultation with residents, businesses and statutory authorities are ongoing
- Arborists Report is due in two weeks
- Cultural Heritage Management Plan is underway
- Proving for services is underway

Cr Nicole Marshall requested further information about the tree removal permits. Christian confirmed that they were small trees within the Melbourne Water easement.

Process for Rosehill Bridge and Steele Creek Crossing

- Removal of 2 small trees is required
- Removing bridge
- Replace pipe
- Replace bridge
- Reinstate paths
- Bridge will be closed for about 5 days with detours in place via Rose Ave and Rosehill Road
- Expected to be undertaken in June 2015

Frank Kinnersley asked for the bridge to be wider as a gesture of compensating the community for the inconvenience.

Robyn Brown confirmed that this request has been heard by Melbourne Water from both the Council and community and that the project is not impacting the bridge, it would be too expensive and there have been budget cuts to Melbourne Water. There was no scope within the project to accommodate this but Melbourne Water is keen to work with council on seeking grant funding opportunities through other avenues. Melbourne Water has also expressed an opportunity to include a shared trail through the pipe track and are willing to support council to seek funding opportunities separate to this project.

Frank suggested that it would be better economy to replace the old bridge while these works were being undertaken rather than after the fact.

Robyn suggested that Melbourne Water could install a new bridge that was supplied by Council.

Cr Shirley expressed her concern that the Bridge replacement could get “lost” after the mains replacement project is completed.

Tony Smith gave the Northern Sewer Project example of a community Benefits program also run by Melbourne Water and encouraged Council to contribute to the new bridge.

Robyn noted that the operating climate for Melbourne Water has changed since the NSP and that this was a longer project, not on Melbourne Water Land and therefore not a good comparison. Robyn also highlighted that any budget surplus for the project would be redirected to other water supply projects throughout Melbourne.

Robyn encouraged Council and the committee to provide their requests to Melbourne Water.

Scott Widdicombe confirmed that although Melbourne Waters operating climate had changed the communities expectations haven’t and the project will impact on the community and flora.

Cr Nicole asked Melbourne Water to confirm their commitment to helping the bridge replacement project done during the mains replacement project rather than afterward so it didn’t get forgotten.

Robyn highlighted an opportunity to include the bridge and shared trail projects in the Western Metropolitan Regional Trails Strategic Plan.

Cultural Heritage Management Plan (CHMP)

Consultation with Wurrundjeri has confirmed that no spotter will be required for the project as no artefacts have been found during the scoping. The CHMP and relevant controls will be implemented including inductions and audits in sensitive areas.

Arborists Report

An independent Arborist report has been prepared for the Pipe Track and adjoining private property. This has included condition reports, identification of trees to be removed and retained, tree protection zones and trees requiring pruning. The report looked at all trees with a diameter of more than 15cm at breast height. Robyn confirmed that this would be available within two weeks.

Other

- Robyn noted that Melbourne Water are investigating opportunities such as providing impacted residents with tubestock for planting in their gardens and confirmed that they were keen to support communities planting events. Melbourne Water are considering ways of reusing the large logs from removed trees in adjacent garden beds but confirmed that the mulch was not available to residents as it may contain weeds.
- Mark Hammett asked about the progress of the Assets Assessment in particular Green Assets and the maintenance period on the reinstatement areas.
- Robyn confirmed that the maintenance period on Melbourne Water land would be ongoing as it is their land and as per an agreement with Council, which is yet to be determined, for community planting sites. Robyn suggested that Council consider licencing the Pipe Track for open space use.
- Robyn confirmed that community consultation has been relatively positive and is keen to return to this committee to provide an update.
- Sue Hooper noted her appreciation on behalf of Friends of Steele Creek for Melbourne Waters attendance at a site meeting to discuss the project.

ACTION: *For information only.*

4. Moonee Ponds Creek Master Plan / East West Link

Colin Harris confirmed that a brief has been scoped out for the project including a component for Water Sensitive Design and consultants will be engaged soon.

Colin confirmed that Moonee Valley City Council was at court next week for the following two issues:

1. Supreme Court relating to the Minister of Planning's Process
2. VCAT relating to the CEMP that has not been signed and Council is advocating for it not to be.

Regular meeting resumes

5. Actions Arising from previous Minutes and Summary of Actions

5.1 Five Mile Creek Reserve Master Plan

A draft will be presented to Ordinary Meeting of Council on 24 March 2015 to approve public consultation of the Draft. This will be open for comment from March 25 – April 25 and a Community Information Session in the park will be held on April 18 from 1-3pm. Urban Design Team will bring the draft back to the Committee before it is presented to Council for endorsement.

ACTION: *Deb Gaehl to invite Venta Slizys, Coordinator Open Space & Urban Design to next committee meeting.*

5.2 Maribyrnong River Design Guidelines

Cr Shirley Cornish expressed her keenness to incorporate Park Master Plans into the Planning Scheme so they are triggers for applications. Cr Shirley will review and consolidate the arguments and bring back to the committee.

ACTION: *Cr Shirley Cornish to review issue and present to committee at a later date (to be determined).*

5.3 Parkland adjacent to 24 Craig Street, East Keilor/Steele Creek

Mark Hammett advised the committee that a letter will be sent to the Body Corporate of 24 Craig Street advising that Council will erect a fence on their northern boundary preventing access to Council Reserve for car parking and dumping.

Mark also advised that Parks & Gardens will install a line of bollards at the boundary of Steele Creek Linear Reserve with Valley Lake Development to minimise unwanted vehicle access. This will run from the northern corner of 24 Craig Street to the Creek.

Sue Hooper asked for support in encouraging Valley Lake Developers to install a gate at the sediment ponds where they have bollards to prevent uncontrolled vehicle access.

Frank Kinnnersley mentioned a missed opportunity for a 'chinese bike ramp' to have been installed in the steps at Valley Lake development.

ACTION: *Mark Hammett to (a) send letter to Body Corporate advising of fence to be erected; (b) install a line of bollards and (c) to contact Valley Lake Developers to request installing a gate at the sediment ponds.*

5.4 Interpretative Signs (was The Rocks Across at the end of Canning Street)

Mark advised that Council's Urban Design team has prepared a brief to engage a consultant to undertake a review of all Councils interpretative signage. This work will commence very soon. The committee are encouraged to provide their wealth of knowledge about existing signage.

ACTION: *Venta Slizys, Coordinator Open Space & Urban Design to arrange for the consultant to contact Peter Somerville to provide the opportunity to contribute.*

APPENDIX B



ANAZC Centenary Community Co-ordinating Committee

Minutes

MEETING #5

Monday, 30 March 2015

**Moonee Valley Civic Centre, 9 Kellaway Avenue, Moonee Ponds
at 6pm in Committee Meeting Room (Level 2)**

Attendees

Arrived at 6.40pm

Cr Jan Chantry

Cr Jim Cusack

Ange Kenos

Bill Laker

Bob Chalmers

Late arrival @ 6.27pm

Barry Gough

Elaine Brogan

Everett Reynolds

Gavin Comport

John Hills

Judy Maddigan

Robyn Harris

Trevor Sinclair

Chairperson – Buckley Ward

(Sub Chair) – Myrnong Ward

Essendon RSL Sub Branch

President, Keilor East RSL

President Essendon Historical Society

Former Mayor City of Essendon

Friends of Sandy

58/32 Infantry Battalion Association Ltd

General Manger, Keilor East RSL

Essendon Historical Society

Local Historian

15th Essendon Sea Scouts

Bendigo Bank Board Member / former Mayor
Moonee Valley City Council

Late arrival @ 6.14pm

Yvonne Kernan

Anthony Smith

Maria Tence

Mark Hammett

Deb Gaehl

2013 Moonee Valley Citizen of the Year

Acting Director Environment and Lifestyle

Manager Arts and Culture

Manager Parks and Gardens

Executive Assistant E&L (minute taker)

Women Caring for Veterans of War Inc

Invited Guests

Anne Heyes

Stephanie Curry

Vice President

Secretary & Project Manager

Apologies	Cr Andrea Surace	(Sub Chair) – Rose Hill Ward
	Jane Canaway	2014 Moonee Valley Citizen of the Year / Freelance Journalist and Editor
	Rev Alan Colyer	Anglican Parish of St Thomas
	James Martin	Manager, Communications & Corporate Planning

Order of Business

Welcome

Meeting opened at 6.02pm. The Chairperson welcomed all attendees to the meeting, and introduced Anthony Smith, Acting Director Environment and Lifestyle and Mark Hammett, Manager Parks and Gardens.

Apologies

Apologies received from Cr Surace, Jane Canaway, James Martin. A late message was received whilst in meeting from Rev Alan Colyer.

1. Confirmation of Previous Minutes

Moved by Trevor Sinclair, seconded by Elaine Brogan that the Minutes of the ANZAC Centenary Community Co-ordinating Committee (#4) held on Monday, 16 February 2015 be confirmed with no changes.

2. Declarations of Conflict of Interest

None recorded.

3. 58/32 Infantry Battalion Association Inc.

3.1 Pompey Elliott Service and Lunch on Friday 20 March

Ev Reynolds advised that there had been a good attendance with 87 at the service and 67 at the lunch – their highest to date.

The Chair passed on her congratulations for a great event. Trevor Sinclair thanked Ev for a fantastic day.

Ev mentioned that the Brass Tavern is not available in 2016.

Ev Reynolds appreciated Council's help with the chairs and to pass on his thanks to Council staff for their assistance.

Ev advised that the \$18K funding for Installation has been approved by the Federal government and that funds are on their way. A letter was sent to Council on 7 February 2015 – waiting for approval of location in Queens Park.

ACTION: *Mark Hammett to liaise with Ev Reynolds re location, size for the installation of the "tablet".*

3.2 Lone Pine

The 58/32 Infantry Battalion Association has purchased 3 lone pines that are coming from Canberra, a cost of \$785. Two trees have been assigned to Penleigh & Essendon Grammar School and Ballarat Ranger Museum. Suggest that the third tree be planted in Queens Park for the people of Essendon.

Trees are expected to arrive on about 31 March/1 April. Mark Hammett advised that there is a modest nursery set up at Council's depot and they can care for the pine tree until it is planted.

The 58/32 Infantry Battalion is applying to the State government to cover the costs. Suggest that there be a separate event for the planting of the Lone Pine, on the anniversary in August.

All agreed to a memorial service at 2.30pm-3pm on Saturday 8th August, with a tree blessing by Rev Alan Colyer or Rev Mark Dunn, followed by an afternoon tea.

ACTION: (1) *Ev Reynolds to liaise with Mark Hammett regarding care of the tree.*

(2) *James Martin to list this event on Council's ANZAC webpage.*

3.3 Leaflet on the 58/32 Infantry Battalion

Funding has been received through Commonwealth grant to create a leaflet on the 58/32 Infantry Battalion for distribution to all the schools.

Ev Reynolds advised it is still 3 months away from completion. Suggested that delivery to schools be made by the Members of Parliament.

ACTION: *Ev Reynolds and the 58/32 Battalion to contact relevant members of parliament to distribute leaflet.*

4. Update on development of all events

4.1 MVCC ANZAC Commemorations

- 58/32 Battalion will attend this service on 19th April with 2 or 3 representatives present.
- Details of ceremony are listed on Council's website.
- Afternoon tea will be held in the sunken garden in Queens Park
- Real estate boards are on display on two locations in Queens Park

ACTION: *For information only, No action.*

4.2 Women Caring for Veterans of War, Inc.

The Chair introduced Stephanie Curry and Anne Heyes representing Women Caring for Veterans of War, Inc. to the Committee.

- Two grants have been received (Federal and State).
- Discussed the placement and unveiling of the 5'2"

bronze lady statue to be placed on plinth in Victory Park. Statue is currently in the casting stage.

- Date for unveiling to be confirmed, but possibly late August/early September.
- Check protocol regarding invitations and speaking with respect to federal politician and Councillors
- Invitations to be sent from Council and catering to be arranged/provided by Council. There will be a limit on the invitation list which will be provided by Jill Ainslie.
- An invitation to be sent to the Essendon Historical Society to ask members to attend the ceremony in “period dress”.
- Stephanie and Anne asked that their thanks to Moonee Valley Council be officially recorded for Council’s collaboration in providing the space in Victory Park for the placement of the tribute to veterans of war statue.

ACTION: (1) *Stephanie Curry to liaise with Mark Hammett and Maria Tence re date and associated arrangements for the unveiling of the statue.*

(2) *James Martin to develop a Communications Plan to include a media release and photographs.*

5. Update or changes for ANZAC events on Calendar of Events

5.1 Calendar of Events

No more information has been provided, but Committee members to pass on information to Maria Tence or Deb Gaehl for inclusion on website.

5.2 Honour Boards in The Clocktower

The Honour Boards were acknowledged by the Mayor during the pre-theatre subscriber cocktail prior to the One Day of the Year play held on 25 February. The Mayor also acknowledged Council’s grant from the ANZAC Centenary Local Grants Program for the production of the new Clocktower history panels.

5.3 Keilor East RSL Club activities

Bill Laker and Gavin Comport provided an update on activities at Keilor East RSL on Sunday 19 March and Saturday 25 April.

6. PR and Media Report

Maria Tence provided update on behalf of James Martin.

- Display boards advertising ANZAC event in Queens Park have gone up this week.

7. Actions arising from previous minutes

7.1 Renewal and update of the Avenue of Honour signage boards

The five panels are now ready. Application has been submitted. Cost is \$3K per panel. To be completed and ready for installation on Friday 6 November and unveiled on Sunday 8 November.

ACTION: *Mark Hammett to liaise with Trevor Sinclair re placing the panels and with James Martin in relation to writing the panels.*

7.2 Community Honour Roll

Maria Tence advised on the Civic Recognition Policy and the requirements for community members' names to be placed on the Community Honour Roll (known as Register of Civic Recognition). The first step is to write a letter to the Manager Governance, and it will be reviewed by a Committee that includes the Mayor, the Deputy Mayor and the Chief Executive.

ACTION: *A copy of Civic Recognition Policy is attached for information. No further action.*

7.3 Heritage Plaques on homes

No update on this item.

ACTION: *To be discussed at next meeting.*

7.4 Street Signs

Work on the street signs will commence at end of May and to add a sentence of their significance, currently working through what belongs to WWI and WWII.

ACTION: *Maria Tence to provide an update at the next meeting.*

7.5 Lone Pine Trees

There won't be any planting of a lone pine tree at Victory Park – it was an idea floated at the meeting, but there is access to more lone pine trees for planting.

ACTION: *Information only.*

7.6 Schools – ANZAC events

Letter to the schools is currently being signed by Mayor and due to go out this week (prior to Easter).

ACTION: *Information only.*

7.7 Remembrance Day – Wednesday 11th November

Actions from Minutes of Meeting on 16 February 2015 to be followed up in May/June.

ACTION:

(a) *Maria Tence to check with Jackie re schools at Remembrance Day.*

- (b) *James Martin to draft letter for Mayor inviting churches to ring their bells on Remembrance Day.*
- (c) *James Martin to draft letter for CE to sign re Tram services on Remembrance Day.*

8. Other Business

8.1 Music in War time

As a result of Federal funding for ANZAC grants there is a series of free Music in War time concerts being performed:

Sun 26 April: Essendon Symphony Orchestra at The Clocktower

Sun 24 May: Essendon Choral Society ANZAC Concert at 3pm – St John's Uniting Church (corner Buckley Street and Mt Alexander Road, Essendon) includes: Haydn Mass in Time of War; Elgar's For the Fallen; And the Band Played Waltzing Matilda.

10 April 2016: This is the interim date for the Moonee Valley Brass Band performance at The Clocktower: This will be finalised and confirmed later in the year.

September 2016: Clocktower - 3 groups performing. This will be finalised and confirmed later in the year.

ACTION: *James Martin to check events are listed on Council's ANZAC website page.*

8.2 Palm Trees

Raised by Bob Chalmers - There are no records of honour nor gazetted that there were plaques on the palm trees in the Avenue of Honour along the Maribyrnong River.

ACTION: *Information only.*

8.3 Canons at Kensington Town Hall

Query raised on where are the canons at Kensington Town Hall, and when will they be reinstated.

ACTION: *On behalf of the Committee to write to Melbourne City Council to enquire about the canons.*

8.4 Miniature Medals

Medals worn by descendants should be on the right hand side

ACTION: *Ev Reynolds can provide a list of suppliers (dealers) or apply to Canberra.*

8.5 History Panels

Judy Maddigan advised the History Panels will be completed by ANZAC Day, they are about what was happening locally during WWI, what

Council did in that time, the role of Red Cross and the change to women's roles because of the war.

ACTION: *Information only.*

8.6 Future ideas and projects

- Stories in Valley View highlighting other battalions in 2016, 2017 that served in the war. (Judy Maddigan)
- ANZAC Centenary Ball toward the end of 2018 if government funding was received, possibly could be held at Keilor East RSL. (Elaine Brogan)

ACTION: *Information only.*

9. Date of Next Meeting

Monday 1st June 2015, 6pm. The meeting closed 7.13pm

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APPENDIX C



Early Years Reference Group

Minutes

Tuesday, 14 April 2015 at 10.30 a.m. at Moonee Valley Civic Centre,
9 Kellaway Ave, Moonee Ponds

Attendees	Cr Nicole Marshall Jo Southwell Dick Verwey Donna Margrie Rosie Dymus Debbie Williams Christine Lawrey Mary Pollerd Karina Viksne Jennifer McCurry	Deputy Chair, Councillor Moonee Valley co-health Department Education and Training Noah's Ark Early Childhood Intervention Playgroup Victoria Parent Representative Parent Representative Parent Representative Moonee Valley City Council Moonee Valley City Council
Apologies	Cr Narelle Sharpe Helen Cooney Judy Maguire Michele Leonard Anne Butterworth	Chair, Councillor Moonee Valley Caroline Chisholm Pregnancy Support Department Education and Training Moonee Valley City Council Department Education and Training

Order of Business

Welcome

Cr Nicole Marshall welcomed Christine and Mary as new parent representatives to the meeting.

Cr Nicole respectfully acknowledged the traditional custodians of this land – the Wurundjeri people of the Kulin Nation, their spirits, ancestors, elders and community members past and present.

1. Noting of previous minutes

The minutes of meeting held 10 February 2015 were accepted.

2. Declarations of Conflict of Interest

No conflicts were presented.

3. Items

3.1 EYRG report to Council 24 March 2015

This report, with updated Terms of Reference, went to Council and was endorsed.

3.2 Western Region Children and Youth Area Partnership

A draft Consultation Framework document has been prepared and will be circulated once approved.

3.3 Moonee Valley Early Years Plan (MVEYP) 2015-16 Action planning

The MVEYP 2014-22 was launched at the Moonee Valley Festival in February at the Councillor Breakfast. Comment received that the summary was very accessible. There was a detailed discussion, acknowledging the complexity of measuring the MVEYP, indicators and available data sources. To assist action planning, agency members were invited to consider/provide relevant agency data. Proposed that the draft action plan would be completed approximately mid-May and discussed June meeting.

3.4 Count me in Stage 2 – Melissa Ensink, cohealth

This three year project aims to improve health and wellbeing across Moonee Valley for children and young people. School aged children will be targeted, structures, policies and programs will be assessed for consistency. Discussed Kids Matter Framework, cohealth family violence impact on children project, Royal Children's Hospital program on Mindfulness, Mackillop Family Services Tuning Into Kids, Playgroup conversations, Aberfeldie Primary School 'Poker nights' for dads and potential children's summit.

Action: Dick to send information on Out of Home Care. Cohealth information to be forwarded with minutes.

4. General Business

4.1 Member updates

Caroline Chisholm

Presented by Cr. Nicole: State government \$950k grant was recently announced, securing the 977 Mount Alexander Road western community service hub.

Department Education and Training

Final year for flexible support packages. Kindergarten Inclusion Support Specialist Consultancy is available. Further information on the website.

cohealth

Nuray will provide representation at the June meeting as Jo will be on leave.

Playgroup Victoria (PV)

The Avondale Heights playgroup attended the national playgroup launch by bus. The National Playgroup Week successfully attracted 500 families. A new Iranian playgroup has commenced for isolated families. The Playgroup van will be located at Flemington for Families Week, in May. Strathmore North Primary School Vice Principal visiting Strathmore playgroup.

Noah's Ark

Noted increase in FDC services and quality issues. Issues with NDIS rollout and Australian residency requiring families pay for preschool.

Moonee Valley Toy Library

World Play Day on 28 May will be celebrated. Primary Health Care coordination is now merged.

Moonee Valley City Council

Due to time constraints: Information regarding Families Week activities will be forwarded. Members encouraged to distribute to families.

Action: Council to forward Family Week information/flyers.

EYRG members to distribute to staff/families

5. Close of Meeting / Next Meetings

Tuesday 9 June 2015, 10:30am-12:00pm, Council Chambers

Guest Speaker: Kay O'Connell, Project Manager, Western Melbourne Child and Family Service Alliance (Child FIRST).

10. Notice of Motion

10.1 Notice of Motion No. 2015/13

Title: Military Road Redevelopment
From: Cr Shirley Cornish
Ward: Municipal
File No: FOL/14/1258

It is my intention that at the Ordinary Meeting of Council to be held on 23 June 2015, to move:

That Council establish an Avondale Heights Community Reference Group with a membership consisting of Ward Councillors, nominated community representatives and Council officers from the Environment and Lifestyle and City Works and Development Directorates to provide community input into the implementation of the 77-89 Military Rd, Avondale Heights development and its interface with the Avondale Heights Community Precinct and its consistency with Council's Urban Ecology Strategy.

Officer Comments

Council's adopted Avondale Heights Community Precinct (AHCP) Vision and Master Plan was developed with a high level of community consultation.

The AHCP has been progressed with Stages 1 and 2 now completed. Council officers have worked with the developer of 77-89 Military Rd to ensure connectivity and sympathetic siting of open space is provided to further enhance the AHCP. The AHCP Vision and Master Plan articulates the importance of ongoing community engagement.

Council has provided capital funding in its 2015/16 draft budget for the planning of the next stages of the precinct. The proposed reference group could provide a valuable vehicle for community input in this process.

10.2 Notice of Motion No. 2015/14

Title: Grant Opportunities
From: Cr Jim Cusack
Ward: Municipal
File No: FOL/14/1258

It is my intention that at the Ordinary Meeting of Council to be held on 23 June 2015, to move:

That Council note the recent announcement of the State Government funding of \$10 million for sporting clubs and councils to build women's change rooms and request the Chief Executive prepare an inventory of toilets and other facilities at Council's recreation reserves in preparation for making an application for future funding.

Officer Comments

Council's facility planning is based on a number of Council adopted policies including the Asset Management Policy, Strategic Plans and the Facilities and Open Space Asset Management Plans. In addition, a review of Council's Community Facility Plan is currently underway. This review will also address this need both in short and long term.

Whilst different levels of Government have announced their key focus areas for 2015/16, the details of Federal and State Government grant programs have not yet been announced. Officers are awaiting the release of detailed grant programs and are also in consultation with key partners such as Sport and Recreation Victoria.