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# MINUTES OF THE COUNCIL MEETING

Held on Monday 2 February 2015

Released to the public on Thursday 5 February 2015

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**MINUTES OF THE ORDINARY MEETING OF THE  
DAREBIN CITY COUNCIL HELD AT DAREBIN CIVIC CENTRE,  
350 HIGH ST, PRESTON ON MONDAY 2 FEBRUARY 2015**

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**THE MEETING OPENED AT 7 PM**

**INTRODUCTION**

This Council meeting was held to consider undisposed business from the 15 December 2014 Council meeting. No new business was added to the agenda.

**1. PRESENT**

***Councillors***

Cr. Steven Tsitas (Mayor) (Chairperson)  
Cr. Vince Fontana  
Cr. Gaetano Greco  
Cr. Tim Laurence  
Cr. Bo Li  
Cr. Trent McCarthy  
Cr. Angela Villella (7.01 pm)  
Cr. Oliver Walsh (Deputy Mayor)  
Cr. Julie Williams

***Municipal Monitor***

Peter Lewinsky

***Council Officers***

Rasiah Dev – Chief Executive  
Paul Crapper – Director Corporate and Planning Services  
Katrina Knox – Director Community Development  
Steve Hamilton – Director Assets and Business Services  
Jacinta Stevens – Manager Corporate Governance and Performance  
Dave Bell – Senior Media Advisor  
Jody Brodribb – Acting Coordinator Council Business  
Karlee Gray – Council Business Officer

**2. APOLOGIES**

Nil

**3. DISCLOSURES OF CONFLICTS OF INTEREST**

Cr Li disclosed an 'interest' in Item 8.7 – Café Voucher Program, Casserole Club and Caring Cookbooks of Jersey Update.

Rasiah Dev, Chief Executive, disclosed a conflict of interest in Item 9.3 – Citizens Jury Advice on CEO Recruitment and Item 9.6 – Advertising Regarding Reappointment of CEO.

Cr. Walsh informed Council that he has nominated for the Victorian Local Government Association board elections.

**4. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS**

To be confirmed at the Ordinary meeting of Council on 16 February 2015.

**5. REPORTS BY MAYOR AND COUNCILLORS**

Refer Minutes of Council meeting on 15 December 2014.

**6. PUBLIC QUESTION TIME**

Refer Minutes of Council meeting on 15 December 2014.

## 7. RECORDS OF ASSEMBLIES OF COUNCILLORS

### 7.1 ASSEMBLIES OF COUNCILLORS HELD

#### MINUTE NO. 65

An Assembly of Councillors is defined in section 76AA of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

An Assembly of Councillors record was kept for:

- CEO Employment Matters Committee – 14 November 2014
- Planning Committee Briefing – 24 November 2014
- Darebin Disability Advisory Committee – 1 December 2014
- Councillor 2015/2016 Budget Briefing Session – 2 December 2014

#### COUNCIL RESOLUTION

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. J. Williams

**THAT** the record of the Assembly of Councillors held on 14 and 24 November, 1 and 2 December 2014 be noted and incorporated in the minutes of this meeting.

**CARRIED**



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	CEO Employment Matters Committee
	<b>Date:</b>	Friday 14 November 2014
	<b>Location:</b>	Function Room, 350 High Street Preston
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Julie Williams, Cr. Tim Laurence
	<b>Council Staff:</b>	Jacinta Stevens
	<b>Other:</b>	Lyndon Webb, Independent Chairperson CEO Employment Matters Committee
<b>APOLOGIES:</b>		Nil

The Assembly commenced at 9.43 am

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Welcome by Mr Lyndon Webb Overview of previous meetings held	No disclosures were made
2	CEO Contract discussions – Recommendations to be made to the full Council.	No disclosures were made
3	Draft Contract discussions	No disclosures were made
4	Draft CEO Performance Criteria and Position Description for 2015/2016	No disclosures were made

The Assembly concluded at 11.59 am

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Jacinta Stevens
	<b>Officer Title:</b>	Manager Corporate Governance and Performance



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Planning Committee Briefing
	<b>Date:</b>	Monday 24 November 2014
	<b>Location:</b>	Councillors Room
<b>PRESENT:</b>	<b>Councillors:</b>	Cr Steven Tsitas (Mayor) (Chairperson) Cr. Julie Williams (5.21 pm), Cr. Vince Fontana (5.21 pm), Cr. Angela Villella (5.21 pm), Cr. Oliver Walsh (5.21 pm ), and Cr. Tim Laurence (5.21 pm)
	<b>Council Staff:</b>	Paul Crapper, Julie Smout and Darren Rudd
	<b>Other:</b>	
<b>APOLOGIES:</b>		Cr. Trent McCarthy, Cr. Gaetano Greco and Cr. Bo Li

The Assembly commenced at 5.21 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
<b>1</b>	Planning Permit Application D/614/2014 60 Mansfield Street, Thornbury	No disclosures were made
<b>2</b>	Planning Permit Application D/601/2014 37 Mansfield Street, Thornbury	No disclosures were made
<b>3</b>	Planning Permit Application D/482/2014 629, 631 and 631A Plenty Road, Preston	No disclosures were made
<b>4</b>	Planning Permit Application D/2292/2014 5 Sugarloaf Drive, Macleod	No disclosures were made
<b>5</b>	Planning Permit Application D/430/2012 16 -18 Clarendon Street Thornbury	Cr. Fontana disclosed a direct conflict of interest in relation to this matter.
<b>6</b>	Planning Permit Application D/315/2014 92 North Road, Reservoir	

The Assembly concluded at 5.28 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Darren Rudd
	<b>Officer Title:</b>	Manager City Development





## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Darebin Disability Advisory Committee
	<b>Date:</b>	Monday 1 December 2014
	<b>Location:</b>	Function Room, Darebin Civic Centre
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Julie Williams
	<b>Council Staff:</b>	Bridget Monro-Hobbs, Karin Linden, Christine Mulholland and Cathy Austin
	<b>Other:</b>	Community representatives, representative of Northern Support Services and representative of NMIT Work Education Centre.
<b>APOLOGIES:</b>		Cr. Steven Tsitas (Mayor)

The Assembly commenced at 11.05 am

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Present and apologies	No disclosures were made
2	Matters arising from previous minutes	No disclosures were made
3	Review of Council Committees – Karin Linden	No disclosures were made
4	Review of DDAC 2014	No disclosures were made
5	Planning for DDAC 2015	No disclosures were made
6	Group interview and photo for Darebin Community News – Maureen Devlin	No disclosures were made
7	Standard Agenda Items	No disclosures were made
8	General business	No disclosures were made

The Assembly concluded at 1.00 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Christine Mulholland
	<b>Officer Title:</b>	MetroAccess Officer



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Councillor 2015/2016 Budget Briefing Session
	<b>Date:</b>	Tuesday 2 December 2014
	<b>Location:</b>	Conference Room
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Steven Tsitas (Mayor), Cr. Julie Williams, Cr Gaetano Greco, Cr. Tim Laurence Cr. Vince Fontana, Cr. Angela Villella, Cr. Bo Li.  Cr. Oliver Walsh (Deputy Mayor) from 7.10 pm
	<b>Council Staff:</b>	Rasiah Dev, Paul Crapper, Katrina Knox, Kerrie Jordan, Joann Hennessy, Jim Barrett, Chris Meulblok.
	<b>Other:</b>	Nil
<b>APOLOGIES:</b>		Cr. Trent McCarthy

The Assembly commenced at 7.05 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
<b>1</b>	Budget Development Overview	No disclosures were made
<b>2</b>	Budget – Strategic Framework	No disclosures were made
<b>3</b>	Capital Works Program	No disclosures were made
<b>4</b>	Operating Budget	No disclosures were made
<b>5</b>	Council Plan - Priorities	No disclosures were made  Cr Walsh absent 8.39 pm to 8.43 pm and 8.50 pm to 8.55 pm.

The Assembly concluded at 9.05 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Katrina Knox
	<b>Officer Title:</b>	Director Community Development

## 8. CONSIDERATION OF REPORTS

### 8.1 PROTECTING DAREBIN'S OPEN SPACE - REVIEWING SITES NOT IN COUNCIL OWNERSHIP

MINUTE NO. 66

**AUTHOR:** Manager Leisure and Public Realm

**REVIEWED BY:** Director Culture, Leisure and Works

#### SUMMARY

At its meeting on 7 July 2014, Council resolved that a further report be brought to a future meeting:

- *Identifying the parcels of public open space not under Council ownership, to ensure that they are adequately protected.*
- *Identify any opportunities to create better pedestrian and cycle links to Darebin Creek Park lands in Reservoir by using sales proceeds from non-essential residential land in Reservoir to fund land acquisitions near Darebin Creek Parklands.*

This report responds to this request by identifying 250 parcels of open space parcels, not in Council ownership, and reviews the relevant planning controls in place under the Darebin Planning Scheme to determine if a rezoning is appropriate.

This report recommends that Council identifies priority locations for protection under the Darebin Planning Scheme and undertakes a planning scheme amendment to rezone key open spaces not protected under the zoning Public Park and Recreation Zone (PPRZ) which offers the greatest level of protection for public open space.

#### CONSULTATION

- Manager Property and Assets
- Property Manager
- Coordinator Public Realm
- Strategic Planner
- GIS and Asset System Administrator
- Team Leader, Transport Strategy
- Team Leader, Transport Engineering

**RECOMMENDATION**

**THAT** Council:

- (1) Prepare the documentation and mapping to support a Planning Scheme Amendment to the Darebin Planning Scheme to appropriately rezone and protect public open spaces, as identified in **Appendix B** attached.
- (2) Play a proactive role in facilitating discussions with State Government agencies regarding the provision and retention of public open space in Darebin, ensuring the appropriate disposal and protection of any land surplus to their requirements.
- (3) Refer the preparation of the *Darebin Creek Trail Review* to identify opportunities in improving the pedestrian and cycling connections to Darebin Creek Parklands to the annual budget process.
- (4) Refer to the annual budget process consideration of additional funds and resources for the annual updating of Councils GIS Database.

**MOTION**

**MOVED: Cr. T. McCarthy**  
**SECONDED: Cr. A. Villella**

**THAT** Council:

- (1) Prepare the documentation and mapping to support a Planning Scheme Amendment to the Darebin Planning Scheme to appropriately rezone and protect public open spaces, as identified in **Appendix B** attached.
- (2) Play a proactive role in facilitating discussions with State Government agencies regarding the provision and retention of public open space in Darebin, ensuring the appropriate disposal and protection of any land surplus to their requirements.
- (3) Refer the preparation of the *Darebin Creek Trail Review* to identify opportunities in improving the pedestrian and cycling connections to Darebin Creek Parklands to the annual budget process.
- (4) Refer to the annual budget process consideration of additional funds and resources for the annual updating of Councils GIS Database.
- (5) Receive a further report on time for the 2015/2015 budget deliberations to enable limited public access to Council's GIS database and maps via the Council website.

*Cr. Greco proposed to the mover (Cr. McCarthy) and seconder (Cr. Villella) that point (6) be added as follows. This was accepted by Cr. McCarthy and Cr. Villella.*

- (6) Council consult with the Darebin Creek Management Committee regarding better pedestrian and cycle links to Darebin Creek Parklands.

THE AMENDED MOTION READ AS FOLLOWS:

**AMENDED MOTION**

**MOVED: Cr. T. McCarthy**

**SECONDED: Cr. A. Villella**

**THAT** Council:

- (1) Prepare the documentation and mapping to support a Planning Scheme Amendment to the Darebin Planning Scheme to appropriately rezone and protect public open spaces, as identified in **Appendix B** attached.
- (2) Play a proactive role in facilitating discussions with State Government agencies regarding the provision and retention of public open space in Darebin, ensuring the appropriate disposal and protection of any land surplus to their requirements.
- (3) Refer the preparation of the *Darebin Creek Trail Review* to identify opportunities in improving the pedestrian and cycling connections to Darebin Creek Parklands to the annual budget process.
- (4) Refer to the annual budget process consideration of additional funds and resources for the annual updating of Councils GIS Database.
- (5) Receive a further report on time for the 2015/2015 budget deliberations to enable limited public access to Council's GIS database and maps via the Council website.
- (6) Council consult with the Darebin Creek Management Committee regarding better pedestrian and cycle links to Darebin Creek Parklands.

THE AMENDED MOTION WAS PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

**COUNCIL RESOLUTION**

**MOVED: Cr. T. McCarthy**

**SECONDED: Cr. A. Villella**

**THAT** Council:

- (1) Prepare the documentation and mapping to support a Planning Scheme Amendment to the Darebin Planning Scheme to appropriately rezone and protect public open spaces, as identified in **Appendix B** attached.
- (2) Play a proactive role in facilitating discussions with State Government agencies regarding the provision and retention of public open space in Darebin, ensuring the appropriate disposal and protection of any land surplus to their requirements.
- (3) Refer the preparation of the *Darebin Creek Trail Review* to identify opportunities in improving the pedestrian and cycling connections to Darebin Creek Parklands to the annual budget process.
- (4) Refer to the annual budget process consideration of additional funds and resources for the annual updating of Councils GIS Database.

- (5) Receive a further report on time for the 2015/2015 budget deliberations to enable limited public access to Council's GIS database and maps via the Council website.
- (6) Council consult with the Darebin Creek Management Committee regarding better pedestrian and cycle links to Darebin Creek Parklands.

**CARRIED UNANIMOUSLY**

## REPORT

### INTRODUCTION AND BACKGROUND

At its ordinary meeting on 7 July 2014, Council considered a report which identified 817 open spaces parcels and their associated planning controls in the City of Darebin, to ensure that they are appropriately protected in the Darebin Planning Scheme. The Planning Zone is one of the most significant protections a land parcel can hold. Of the 817 parcels identified in this review, the City of Darebin owns 489 properties.

This review found 90 parcels of Council owned public open spaces were inadequately protected in the Darebin Planning Scheme. These properties were subject to a Residential or Industrial Zone and did not reflect the current land use occurring on site. It was determined that a Planning Scheme Amendment should be undertaken to appropriately rezone these properties to a Public Park and Recreation Zone (PPRZ). This zone will ensure that these community and open space assets are protected from inappropriate development and ensure that they remain in public ownership. The report also identified 250 parcels of land used as open space, which were not in Council ownership. Other landowners included State Government, community organisations or private ownership.

The purpose of this report is to review the 250 parcels of open space, which are not in Council ownership, to determine if a rezoning is appropriate for the adequate protection of these public open space parcels. A list of the properties subject to this review can be found in **Appendix A** attached.

### ISSUES AND DISCUSSION

#### What is public land?

Public land is not defined in the Victoria Planning Provisions or the *Planning and Environment Act 1987*, but it is commonly accepted that public land comprises:

- Crown land
- Land vested in or owned by a minister, government department, public authority or municipal council
- Land otherwise used for a public purpose.

A 'public purpose' is defined in the *Planning and Environment Act 1987* as including any purpose for which land may be compulsorily acquired under any Act to which the Land Acquisition and Compensation Act 1986 applies

### Classification of Public Open Space

As 250 parcels of open space had been identified for further review, it is important to revisit the definition of 'public open space' as defined in Councils Open Space Strategy (2007-2017):

- Parkland
- Formal Parkland
- Conservation Parkland
- Conservation Bushland
- Linkage
- Sporting
- Landscape Amenity / Streetscape
- Urban Space
- Wetlands

In undertaking the inventory, it was apparent that not all these parcels were the typical playspace or sporting reserve we associate with public open space. Rather they were irregular parcels of varying sizes, all playing an essential role in Darebin's large and diverse public open space system.

Many parcels have a dual function. Their key role may be a drainage reserve for a catchment mitigating any future flood risks for an area. During their off peaks, these drainage reserves provide an important pedestrian and cycling link to key public space destinations/facilities.

### Geographic Information Systems (GIS) Database

Intramaps is Council's internal geographic information system (GIS) database. It is used by Council staff to view information on property details, planning zones and overlays, active and approved planning permit details, programming of rubbish collection services, flooding catchments and transport information. This is only a very small snapshot of the valuable information and data it provides. This GIS database is a core component to the function and operation of the various Council departments. It has many synergies with other Council databases including CAM's and Pathways.

Council's GIS system underwent significant upgrades in 2011, which included a thorough review how all the core departments use Intramaps. The updated (and current) version contains new commands to improve its functionality across Council.

Intramaps has not undergone any significant updates since 2011. This has been evident in undertaking this review of properties outlined in **Appendix A** attached. Many anomalies exist within the property record system. GIS errors which emerged through this review included inaccuracies in the ownership details (land identified as Council was in fact owned by Melbourne Water), property ownership boundaries (some residential property titles were split by a road or drainage reserve). Only through discussions with Council's Property Unit and GIS officer were these errors realised and mitigated.

As the fabric of the municipality changes, to facilitate changes in land use, built form and subdivision, accommodating more residents, businesses and visitors to the municipality, our GIS database need to adequately reflect the transition occurring on-ground. Past historic subdivisions and land transfers need to be appropriately documented, so Council officers can provide accurate information as part of its service and decision making.

Additional resources should be allocated to the immediate updating of the GIS database and additional annual resources are required to ensure it remains adequate for Council's operations.

### **Inventory of State Government or privately owned parcels of public open space and their controls**

The purpose of the inventory was to understand how 250 parcels of open space, in non-Council ownership, were protected through the Darebin Planning Scheme. These properties are identified in **Appendix A**.

The current zoning controls which apply to these properties include:

- General Residential Zone or Neighbourhood Residential Zone (9 properties)
- Industrial 3 Zone (2 properties)
- Public Use Zone 1 (95 properties)
- Public Use Zone 2 (40 properties)
- Public Use Zone 3 (3 properties)
- Public Use Zone 4 (51 property)
- Public Conservation and Resource Zone (7 properties)
- Public Park Recreation Zone (37 properties)
- Road Zone 1 (5 property)
- Urban Floodway Zone (1 property)

### **Current zoning controls**

Planning zones are in place to ensure that the current or proposed land uses of a property or area are reflected in the Darebin Planning Scheme. Zoning governs the need for and type of a planning permit required. Planning permits are one of Council's key means of controlling if and how land is used, changed and developed.

### ***General Residential Zone (GRZ) and Neighbourhood Residential Zone (NRZ)***

The General Residential Zone (GRZ1 and GRZ2) applies to 8 parcels and the Neighbourhood Residential Zone (NRZ1) to 1 parcel of land that are currently used as public open space.

These residential zones are typically applied to residential areas, with its purpose to:

- Encourage development that respects the neighbourhood character of the area
- Provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.

In reviewing the residential zones, only 'Informal Recreation' uses (such as parks, playgrounds, walking trails) do not require a planning permit for the use and building or works under this zone. Outdoor Recreation, Major Sports and Recreation and Minor Sports and recreation uses require a planning permit for use and building or works within the GRZ1, GRZ2 or NRZ. These zones do not provide adequate protection of public open space, as urban development could occur, subject to planning approval.



This zone easily facilitates the sale of State Government owned land, which may be currently used or perceived as public open space by the community, to a private residential developer, should the land be identified as surplus to the Governments requirements.

Therefore it is recommended that the open space parcels subject to a GRZ1, GRZ2 or NRZ be rezoned to an appropriate public zone, subject to further discussions with the relevant State Government Authority, as outlined in **Appendix B** attached.

### ***Industrial 3 Zone (IN3Z)***

The Industrial 3 Zone (IN3Z) applies to 2 properties that are currently used for public open space. This zone is typically applied to industrial areas with less intensive industries. The purpose of this zone is to:

- Provide for industries and associated uses in specific areas where special consideration of the nature and impacts of industrial uses is required or to avoid inter-industry conflict.
- Provide a buffer between the Industrial 1 Zone or Industrial 2 Zone and local communities, which allows for industries and associated uses compatible with the nearby community.
- Allow limited retail opportunities including convenience shops, small scale supermarkets and associated shops in appropriate locations.

In reviewing this zone, only 'Informal Recreation' uses (such as parks, playgrounds, walking trails) do not require a planning permit for the use and building or works under this zone.

A planning permit is required for the outdoor recreation and minor sports and recreation facilities and any building or works associated with them. Any Major Sports and Recreation facilities are prohibited under the IN3Z.

The potential for these parcels of land to be used for purposes other than open space is high. It can easily facilitate the sale of State Government owned land, which may be currently used or perceived as public open space by the community, to a private industrial developer, should the land be identified as surplus to the Governments requirements.

When rezoning industrial land, Council must have regard to the following requirement established in Ministerial Direction 1 (Potentially Contaminated Land):

- In preparing an amendment which would have the effect of allowing (whether or not subject to the grant of a permit) potentially contaminated land to be used for a sensitive use, agriculture or public open space, a planning authority must satisfy itself that the environmental conditions of that land are or will be suitable for that use.

It is recommended that properties within an industrial zone be subject to further analysis to determine whether the land is suitable for rezoning that permits use as open space. This may involve investigation of previous uses of the site and surrounding area. The application of the Environmental Audit Overlay or an environmental audit may be warranted.

It is recommended that the open space parcels subject to the IN3Z be rezoned to an appropriate public zone, be rezoned to an appropriate public zone, subject to further discussions with the relevant State Government Authority, as outlined in **Appendix B** attached.

***Public Use Zone (PUZ)***

The Public Use Zone applies to **189** properties that are currently used for public open space. This zone is typically applied to public land use for utility or community service provision. The purpose of this zone is to:

- Recognise public land use for public utility and community services and facilities.
- Provide for associated uses that are consistent with the intent of the public land reservation or purpose.

The PUZ recognises the use of land for a public purpose and prescribes a number of categories of public use. These are:

- PUZ1 – Service + utility ( applies to 95 properties in this review)
- PUZ2 – Education ( applies to 40 properties in this review)
- PUZ3 – Health and Transport (applies to 3 properties in this review)
- PUZ4 – Transport ( applies to 51 properties in this review)
- PUZ5 – Cemetery/Crematorium
- PUZ6 – Local Government
- PUZ7 – Other public use

If a land use corresponds with the public land zoning, no planning permit is required for the land use and building or works associated with the land use.

Over 50% of the properties identified in this review are subject to the Public Use Zone. This is considered a satisfactory tool for protection of public land. In reviewing the State Government's practice note on applying the public zone, it states that 'a public land zone will normally be applied to public land owned or managed by a government department or public land manager, including national parks, state forests, coastal crown land and land reserved under the Crown Land (Reserves) Act 1978.

In applying the zone, it states that 'public land zones should be applied in consultation with the relevant public land manager.'

In undertaking the review, anomalies in the Darebin Planning Scheme were identified which require further clarification and guidance from these State Government agencies, these properties are outlined in **Appendix A** attached. No changes are required for these parcels of land.

***Public Park and Recreation Zone (PPRZ)***

This zone applies to 37 properties currently used as public open space. The PPRZ is typically applied to land allocated for public passive and active recreation. The purpose of this zone is to:

- Recognise areas for public recreation and open space.
- Protect and conserve areas of significance where appropriate.
- Provide for commercial uses where appropriate.

In reviewing this zone, all open space related land uses such as recreation and conservation, do not require a planning permit. A condition within this zone states the use 'must be conducted by or on behalf of the public land manager'.

This zone is the most suitable zone for ensuring the strongest protection of existing open space. Should State Government wish to sell a property subject to the PPRZ, the property must undergo a planning scheme amendment process, as restrictions apply to selling land in the PPRZ. No changes are required for these parcels of land.

#### ***Public Conservation and Resource Zone (PCRZ)***

This zone applies to 7 properties currently used as public open space. The PCRZ is typically applied to land with high environmental conservation or natural value. The purpose of the zone is to:

- Protect and conserve the natural environment and natural processes for their historic, scientific, landscape, habitat or cultural values.
- Provide facilities which assist in public education and interpretation of the natural environment with minimal degradation of the natural environment or natural processes

In reviewing this zone, all open space related land uses such as recreation and conservation, do not require a planning permit. A condition within this zone states the use 'must be conducted by or on behalf of the public land manager'.

This zone is the most suitable zone for ensuring the strongest protection of existing open space. Should the Council or State Government wish to sell a property within the PCRZ, the property must undergo a planning scheme amendment process, as restrictions apply to selling land in a PCRZ. No changes are required for these parcels of land.

#### ***Road Zone 1 (RD1Z)***

This zone applied to 5 properties currently designated as public open space. The purpose of this zone is to:

- Identify significant existing roads.
- Identify land which has been acquired for a significant proposed road.

The Road Zone Category 1 is only applied to a road declared as a freeway or arterial road under the *Road Management Act 2004*. These roads are managed by VicRoads.

This zone is also considered a holding zone for the future development or upgrade on a major arterial road.

All open space related land uses and building or works require a planning permit in the R1Z, and require endorsement from VicRoads. No changes are required for these parcels of land.

#### ***Urban Floodway Zone (UFZ)***

This zone applies to 1 property currently designated as public open space.

- Identify waterways, major floodpaths, drainage depressions and high hazard areas within urban areas which have the greatest risk and frequency of being affected by flooding
- Ensure that any development maintains the free passage and temporary storage of floodwater, minimises flood damage and is compatible with flood hazard, local drainage conditions and the minimisation of soil erosion, sedimentation and silting.

The UFZ is administered by Melbourne Water and generally applies to land adjacent to creek corridors or drainage reserves. The primary function of the zone is to convey active flood flows. It controls land use and restricts building and works from occurring in the zone.

Open space related uses and works require a planning permit. Indoor recreation facilities are prohibited, within this zone. It is very prohibitive zone and considered a satisfactory planning zone for the protection of open space creek corridors. No changes are required for this parcel of land.

### **Planning Scheme Amendment Process**

The recommended Planning Scheme Amendment will apply appropriate planning controls to Darebin's open space which:

- More accurately reflects the existing land uses; and
- Will provide a level of land use protection and flexibility, which is not currently afforded under the existing zones.

Further discussion with the relevant State Government authorities should be undertaken during the preparation of the Planning Scheme Amendment documentation. Particularly where the proposed zone is a public zone, the State Government practice note for its application states '*public land zones should be applied in consultation with the relevant public land manager*'.

Given that the amendment seeks to rezone only 9 sites, it could be incorporated into a broader map corrections process which would make it easier to manage.

An amendment to the Darebin Planning Scheme can take between 8-12 months to implement and must be the subject of community and government stakeholder consultation. Should the amendment receive many submissions during the public consultation, the need for an independent planning panel may delay the process.

### **Partnerships with State Government in the provision of open space**

Public open space is managed and maintained by a number of different agencies. While Council is generally the principal land owner and manager of public space in the municipality, it is acknowledged that land owned by other agencies also plays an important part in meeting community needs for open space. Public land owned by the State Government forms part of a network of facilities, borrowed places and open spaces in an urban municipality like Darebin. Undeveloped areas of public land, such as drainage corridors, significantly contribute to the public perception and enhance the quality and connectivity of open spaces. State Government departments and agencies are required to review their land assets annually and will identify land to be surplus, where it no longer contributes to current or future service delivery requirements.

When land is identified as surplus, it undergoes a disposal process. It is firstly offered for sale to all other Victorian Government departments, Local Government and the Commonwealth Government, before making the land available for public sale. Generally a report identifying properties surplus to Government agency requirements is circulated for Council for comment. This report also prompts early discussion with Council for the potential acquisition of the land, should it be required to address any public open space deficiencies in the municipality.

In accordance with Council's Open Space Strategy, GreenStreets Strategy and the Property Asset Management Strategy, Council should investigate acquisition of future Government properties if:

- Acquisition of additional open space in areas identified as deficient; and
- Improvement of linkages and connections where possible.

Council's Open Space Strategy 2007-2017 identifies a series of recommendations to continue working in partnership with State Government agencies regarding the provision, retention and maintenance of public open space.

### **Advantages of ensuring public open space is in the appropriate zone**

Ensuring that public open space is adequately protected in the Darebin Planning Scheme will give greater transparency to any future disposals of Government or privately owned land, being used as public open space. Land in a public zone, must be rezoned to an urban zone before it can be sold to a private enterprise for urban development. This also allows for public notification of the sale.

For example, should Melbourne Water identify a large site, which is surplus to their needs, and it is in a 'public' planning zone (such as a PPRZ or a PUZ) a rezoning will be required to facilitate any future sale of the land. This also presents an opportunity for Council to negotiate potential acquisition of the surplus land, should it be located in an area deficient in public space.

### **Creating better pedestrian and cycle links to Darebin Creek Parklands in Reservoir**

At the 7 July ordinary meeting, Council requested that officers *'identity any opportunities to create better pedestrian and cycle links to Darebin Creek Park lands in Reservoir by using sales proceeds from non-essential residential land in Reservoir to fund land acquisitions near Darebin Creek Parklands'*

The Darebin Cycle Strategy 2013-2018, is Council's five year plan to create a culture of cycling, by making riding in the City of Darebin enjoyable, relaxing and safe and an integral part of life in Darebin. The Strategy recognises that a high quality cycling infrastructure, coupled with a combination of comprehensive promotion and engagement programs is essential to creating a culture of cycling within the municipality.

The strategy outlines a series of strategic infrastructure upgrade priorities across the municipality. In regards to improving access to the Darebin Creek Parkland corridor, the strategy identifies two low lying bridges which require upgrades, located at Settlement Road and Dunne Street. These items have been identified in the associated five year action plan. A review of this strategy will not occur until 2018.

In partnership with the City of Banyule, and other key stakeholders Council is planning to undertake a 'Darebin Creek Corridor Trail Review' (dependant on both Council's funding allocations). The aim of this project is to review the shared path in the Darebin Creek corridor from its merge with Yarra River (in Alphington) to Settlement Road in Bundoora and provide a plan for the future development of the shared path that meets current standards, ameliorates risk, and attracts new users for the relevant authorities/stakeholders.

This project will include investigate opportunities for new links and bridges to the corridor. As this project is in its initial phases, there is scope to expand the brief to investigate opportunities to improve the pedestrian and cycling connectivity to the corridor, through the acquisition of non-council parcels.

This initiative to facilitate improve pedestrian access to the Darebin creek parklands corridor adheres to Council's policy on land acquisitions, as outlined in Council's Open Space Strategy:

Council will pursue opportunities to enhance the open space system with particular attention to:

- Acquisition of additional open space in areas identified as deficient
- Improvement of linkages and connections where possible

The 'Darebin Creek Trail Review' is planned for 2015 and will be the subject of a request for funding through Council's annual budget process.

## **POLICY IMPLICATIONS**

### **Environmental Sustainability**

Open space provides a number of environmental benefits that enable Council to preserve and protect areas of conservation, biodiversity or cultural heritage value. Open space assists in mitigating the effects of climate change and flooding. It is vital for the environmental health and wellbeing of our community.

### **Human Rights, Equity and Inclusion**

Open space provides the Darebin community with opportunities to come together for a range of leisure, cultural and celebratory activities. It provides opportunities for group gatherings (formal or informal) and to socialise and meet new people. It can also encourage social connections and can help people integrate into the community.

### **Other**

The recommendations of this report are consistent with the following documents:

- Darebin Open Space Strategy (2007-2017)
- Property Asset Management Strategy
- Darebin Planning Scheme
- Darebin Cycling Strategy 2013-2018.

### **Economic Development**

Nil

### **Other**

Nil

## **FINANCIAL AND RESOURCE IMPLICATIONS**

The time of a Strategic Planner will be required to prepare, manage and implement the planning scheme amendment. If permission is granted from the State Government to complete this work as part of a broader map corrections amendment it will be achievable within existing resources.

Requests for funding to support the Darebin Creek Trail Review and updated of the GIS Intranet system will be made through Council's annual budget process.

## CONCLUSION

Darebin City Council plays an important role in planning and managing a diverse open space system. A range of parklands, linear parks, sporting reserves, historic parks, conservation areas, urban spaces and streetscapes are highly valued by the community. Public land owned by the State Government forms part of this system, through borrowed places such as drainage reserves or surplus railway land. Existing undeveloped areas of public land make a significant contribution to the perception as well as the quality of open spaces to the community.

Darebin's open spaces are protected through various legal mechanisms, such as State planning and environment legislation and policies. Council strategies, policies and plans provide an additional layer of protection at a local level. The combinations of planning scheme, zones and overlays, Council strategies and policies and other legislative protections all work together to ensure that should a Council decide to develop open space for other purposes, it is done in a manner through which the community has several opportunities to input, influence and provide comment on the proposal.

The previous report to Council identified 90 parcels of Council land, being used as public open space, however inappropriately protected in the Darebin Planning Scheme. Proposed Amendment C133 to the Darebin Planning Scheme implements the proposed zoning changes to these properties.

Through this recent review of non-Council owned public open space parcels, eight parcels are considered inappropriately protected by the Darebin Planning Scheme. Council should review and prioritise these parcels, in consultation with the relevant State Government authority to understand the most appropriate public zone to be applied to the site, as outlined in **Appendix A** attached. Undertaking an amendment to the planning scheme will ensure that these community and open space assets are appropriately protected from inappropriate development and ensure that they remain in public ownership.

In accordance with Council's Open Space Strategy and GreenStreets Strategy, Council should continue to play proactive roles in facilitating discussions with State Government agencies regarding the provision and retention of public open space in Darebin, ensuring the appropriate disposal and protection of any land surplus to their requirements.

## FUTURE ACTIONS

- Review of non-Council owned open space parcels outlined in **Appendix B** attached to identify which zone is most appropriate when compared to the current and future use of the land. This should be undertaken in consultation with the State Government agency.
- Undertake further investigation of the one property currently subject to the Industrial 3 Zone, to understand the previous land uses and satisfy the requirements of Ministerial Direction 1 (Potentially Contaminated Land), should a rezoning occur.
- Initiate discussions with State Government agencies to understand which properties in the City of Darebin are surplus to their needs, supporting Council's proactive approach in the protection of Darebin's open space.

- Allocate funds to undertake the Darebin Creek Trail review, which will investigate opportunities to improve the pedestrian and cycling connections to Darebin Creek Parklands from Reservoir, through the potential acquisition of non-council owned land.
- Investigate opportunities for the potential purchase of non-Council land to facilitate improved pedestrian and cycling connections to the Darebin Creek Parklands corridor.
- Allocate resources to undertaking immediate updates and improvements to Council's GIS Intramaps database system.

## **DISCLOSURE OF INTERESTS**

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

## **RELATED DOCUMENTS**

- Darebin Open Space Strategy 2007 -2017
- Property Asset Management Strategy 2014.
- Darebin Cycling Strategy 2013-2018
- GreenStreets Strategy 2014
- Council Meeting – 7 July 2014



**8.2 LEISURE CONTRACTS ANNUAL REPORTS****MINUTE NO. 67****AUTHOR: Manager Leisure and Public Realm****REVIEWED BY: Director Culture, Leisure and Works****SUMMARY**

Annual Reports for the 2013-2014 financial year have been provided to Council for each of the following contracted leisure facilities:

- Northcote Aquatic and Recreation Centre
- Darebin Community Sports Stadium
- Bundoora Public Golf Course
- Northcote Public Golf Course.

The purpose of the Annual Report is to provide information about the achievements, performance and financial result for each leisure facility in line with the contract between the Darebin City Council and the Contractor.

This briefing highlights the key initiatives and progress against the key performance indicators listed in the Annual Service Plans endorsed by Council in October 2013.

**CONSULTATION**

- Northcote Aquatic and Recreation Centre
- Darebin Community Sports Stadium
- Bundoora Park Public Golf Course
- Northcote Public Golf Course
- Chief Financial Officer

**RECOMMENDATION**

**THAT** Council note this report in relation to Darebin City Council Leisure facilities.

**MOTION**

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. A. Villella

**THAT** Council note this report in relation to Darebin City Council Leisure facilities.

*Cr Li proposed to the mover (Cr. McCarthy) and seconder (Cr. Villella) that the motion be amended as follows. This was accepted by Cr. McCarthy and Cr. Villella.*

**THAT:**

- (1) Council note this report on the in relation to Darebin City Council Leisure facilities.
- (2) Council receives a further report on the financial performance of Council owned and/or operated facilities and social participation rates and their impact on the council's overall budget.

THE AMENDED MOTION READ AS FOLLOWS:

**AMENDED MOTION**

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. A. Villella

**THAT:**

- (1) Council note this report on the in relation to Darebin City Council Leisure facilities.
- (2) Council receives a further report on the financial performance of Council owned and/or operated facilities and social participation rates and their impact on the council's overall budget.

*Cr Walsh proposed to the mover (Cr. McCarthy) and seconder (Cr. Villella) that point (3) be added as follows. This was accepted by Cr. McCarthy and Cr. Villella.*

- (3) This report is made available prior to the 2015/2016 Budget deliberations.

THE FURTHER AMENDED MOTION READ AS FOLLOWS:

**FURTHER AMENDED MOTION**

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. A. Villella

**THAT:**

- (1) Council note this report in relation to Darebin City Council Leisure facilities.
- (2) Council receives a further report on the financial performance of Council owned and/or operated facilities and social participation rates and their impact on the council's overall budget.

- (3) The further report is to be made available prior to the 2015/2016 Budget deliberations.

THE FURTHER AMENDED MOTION WAS PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

### COUNCIL RESOLUTION

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. A. Villella

**THAT:**

- (1) Council note this report on the in relation to Darebin City Council Leisure facilities.
- (2) Council receives a further report on the financial performance of Council owned and/or operated facilities and social participation rates and their impact on the council's overall budget.
- (3) The further report is to be made available prior to the 2015/2016 Budget deliberations.

**CARRIED UNANIMOUSLY**

### REPORT

#### INTRODUCTION AND BACKGROUND

Council has four leisure facilities which are contract managed by private organisations. These facilities are:

- Northcote Aquatic and Recreation Centre
- Darebin Community Sports Stadium
- Bundoora Park Public Golf Course
- Northcote Public Golf Course

Northcote Aquatic and Recreation Centre and Darebin Sports Stadium are both managed by the YMCA. Bundoora Park Public Golf Course is managed by Picmar P/L and Northcote Public Golf Course is managed by Leisure Management Services P/L.

The services at the above facilities are being delivered through an integrated partnership approach between Council and the Contractor. The services address the priorities and objectives of the Council Plan, Leisure Strategy and Equity and Inclusion Policy and ensure that they build on participation at a local level to enable more people to participate more often.

Each contractor is required to identify and summarise all usage and finances, and address each key performance indicators against their respective 2013-2014 Annual Service Plans approved by Council in October 2013.

The report comprises three main parts. The first part provides an overview of the leisure facility in their first year under contract. The second part lists the key initiatives completed

and the third part lists each contractor's progress against the key performance indicators within their respective 2013-14 Annual Service Plan.

## ISSUES AND DISCUSSION

The Annual reporting summary for Northcote Aquatic and Recreation, Darebin Sports Stadium, Bundoora Park Public Golf Course and Northcote Public Golf Course are provided below.

### Northcote Aquatic and Recreation Centre

The Northcote Aquatic and Recreation Centre (NARC) offers services and programmes designed to improve the health and wellbeing of local residents. The Centre includes a 50 metre outdoor pool, 25 metre indoor pool with learn to swim area, toddler pool, spa, steam room, gym, group fitness studios, childcare and café.

Council appointed the YMCA to manage the facility for a five year period with a four year option. The contract commenced on 1 July 2013.

Last financial year NARC recorded 714,987 visitations, with 3,765 active members and in excess of 2,572 students enrolled in the swim school.

The key initiatives completed for NARC in their effort to achieve their targets are listed below:

<b>Initiatives</b>
Fully implemented cogeneration system – Pool Blankets, Solar Panels for hot water, draft proofing indoor pool and new air handling system.
Free exercise in the Park program delivered with 3 sessions per week
Over 600 members and 365 Swim school participants surveyed seeking their views about the facility.
Participated in Play it Safe and Watch around the Water campaigns.
New gym flooring installed with gym equipment to be installed in the new year.
Lift for Life Diabetes program established.
Darebin's Men Shed operating 4 days per week. Was successful in Darebin's Community Group of the year in the Australia Day Awards.
Partnership with BCNS, Victorian Aboriginal Health Services, St Vincent's, RACV, COTA.
Father's Day awareness campaign conducted.
Sock it campaign conducted.
Premiers Family Active April program delivered.
Diabetes, Older Adults, Mental Illness and Cardio Heart Lunch promotions conducted.
Established a swimming lesson for the deaf program.

The key performance indicators contained within the 2013-14 Service Plan that the YMCA at NARC will be assessed against are:

Indicator	Measure	Most Recent Result	2013-14 Target/ Comment
Membership	Total number of active centre members	3,765	4,350 Increase competition from 24/7 style gyms
Aquatic Membership	Total number of active aquatic members	373	420 Overall decrease in membership and introduction of fees and charges
Monthly Debit Members	Total number of direct debit members	3,650	4,150 As above
Total Attendances	Total number of people attending NARC in the financial year	714,987 YTD	820,000 Drop in membership base and Rec swim

Indicator	Measure	Most Recent Result	2013-14 Target/ Comment
Member Retention (>13 months)	Average member retention	66%	64% Members greater than a year is strong, the churn comes from new members leaving for new centres inside a few months
Swim Lessons	Total number of students enrolled in the swim lesson program	2,572	2,522 (average) Less competition in this program see this program continue to grow
School	Number of schools engaged	36	30
Group Fitness classes	Average number of participants in each group fitness class – main stream	Main classes 21	20 Wellness/Pilates classes are the most popular. Bootcamps and small group training driving attendances
Community Partnership Programs	Average weekly visits in the targeted programs	820	750 Details below
Customer Satisfaction	NPS Score for both swim lesson program and memberships through survey	29	35 Next survey in Oct 2014. Last result affected by budget

Indicator	Measure	Most Recent Result	2013-14 Target/ Comment
Member Retention (>13 months)	Average member retention	66%	64% Members greater than a year is strong, the churn comes from new members leaving for new centres inside a few months
			price increase
Utilities	Water Gas Electricity	13927kL 16439Gj 656,700kWh	13978kL 15977Gj 647,400kWh
Access Inclusion	Monthly Visits	369	288
OHS	Incidents/investigation Committee meetings	Held March	Quarterly meetings Compliant

### Darebin Community Sports Stadium

The Darebin Community Sports Stadium (DCSS) provides services and programmes designed to improve the health and wellbeing of local residents. The stadium features a 4 Court Stadium, 3 Tennis Courts/ netball courts, a Multi-Purpose Room, Mezzanine Room and a Café.

Council appointed the YMCA to manage the facility for a five year period with a four year option. The contract commenced on 1 July 2013.

Last financial year DCSS recorded over 339,372 visitations up from 211,950 in 2012/2013.

The key initiatives completed for DCSS in their effort to achieve their targets are listed below:

Initiatives	Comment
Develop and implement training calendar for all centre staff, specific training to include, asthma management, anaphylaxis, CPR, senior first aid.	All staff training completed and calendar developed
Develop and implement centre evacuation training for all centre staff, including fire hose training.	Evacuation training completed in health and safety week.
Develop and implement school holiday program team evacuation training, which will be practised biannual with the children.	Included in scenario in above training
Participated in seniors week.	Free access to bring along a friend and social coffee after
Undertaking CERM survey.	Currently undertaking NPS as survey this year.

Initiatives	Comment
Support one family/person who are financially disadvantaged through the Open Doors program.	Supported 3 players through netball team participation. Registration.
Engage/employ one person from the Darebin Community into the Indigenous Training and Placement Program	Inducted through the bridge project.

The key performance indicators contained within the 2013-2014 Service Plan that DCSS will be assessed against are:

Indicator	Measure	Most Recent Result	2013-14 Target/ Comment
Fitness Class – Happy Group 50+	Increase Participation	7 per week	9 per week
Customer feedback	Display feedback in foyer and respond	100 %	100%
Total attendances	Total number of people attending the centre in the financial year 2013/2014	339,372*	211,950
Golden Oldies (50+) new participants	Promote Golden Oldies program and register new members	2	6
Room Hire	Increase number of bookings	11	20

❖ *Total attendances have been measured using the 'door counter system' as opposed to the 'Point of Sale' transactions previously used. This explains the 60% increase in attendances. Going forward we will track both numbers for historical reference to provide a true indication of foot traffic through the centre.*

### **Bundoora Park Public Golf Course**

The Bundoora Park Public Golf Course offers services and programs designed to provide Darebin and the wider community access to a high quality 18 hole public golf course that encourages and supports people in their use of the Golf Course regardless of gender, age, culture, disability or economic circumstance.

Council appointed Picmar to manage the facility for a five year period with a four year option. The contract commenced on 1 July 2013.

Last financial year BPGC recorded 38,297 golf rounds compared to 41,325 in 2011/2012.

The key initiatives completed for BPGC in their effort to achieve their targets are listed below:

<b>Initiatives</b>
Annual Service Plan - Detail strategies and marketing initiatives that strive to increase golfing participation has been developed for Bundoora Park Golf Course
Marketing - Tee Off TV is utilised to promote and market the Bundoora Park Public Golf Course – Tee Off TV is a dedicated online video channel to provide Australian golfers with a steady stream of exclusive tips, playing advice and information on golf and golf courses.
Access and Equity- Retlink (Disability) – Provided opportunities with programs and activities for people who are disadvantaged or have a disability.
Access and Equity- Australasian SGC (Philippine) - Provided opportunities with programs and events for people from a non-English speaking background.
Programs and Services - Movember Event to promote and market the awareness of Men's Health.
New Year's Day Green Fee Promotion - Provided opportunities and incentive for all players to access discounted green fees and provide added value. Target non golfers to take up the game of golf.
Eltham Secondary College - Provided opportunities with programs and activities for school based students.
Programs and Events - Provided opportunities and cater for community based events. Darebin RSL v Greensborough RSL Challenge
Easter Sunday Green Fee Promotion- Provided opportunities and incentive for all players to access discounted green fees and to provide added value.

The progress of BPGC against the key performance indicators are shown below:

<b>Indicator</b>	<b>Measure</b>	<b>Most Recent Result</b>	<b>2013-14 Target / Comment</b>
Total Rounds Played	Increase Number Of Rounds Played	38,297	46,000 (7,703 behind forecast) Significant impact of poor weather on weekends
Total Junior Development Participation	Increase participation	1,080	1,000
Total Student Development Numbers	Increase number of participants for schools and students	69	80
Total Access Rounds Played	Increase number of rounds played by Multicultural Communities and Disability Groups	762	850



### Northcote Public Golf Course

The Northcote Public Golf Course offers services and programs designed to provide Darebin and the wider community access to a high quality 9 hole public golf course that encourages and supports people in their use of the Golf Course regardless of gender, age, culture, disability or economic circumstance.

Council appointed Leisure Management Services to manage the facility for a five year period with a four year option. The contract commenced on 1 October 2013.

In the first 9 months under contract NPGC recorded 16,587 rounds.

The key initiatives completed for NPGC in their effort to achieve their targets are listed below:

<b>Initiatives</b>
Redesigned the layout of the pro-shop to accommodate a greater range of products and a better flow of traffic for an improved customer experience
Redesigned the layout of the pro-shop to accommodate a greater range of products and the flow of traffic for a better customer experience
Introduced a Junior Tiger Program similar to the format of other junior activities such as learn to swim and tennis tuition
Launched the Northcote Public Golf Course website

Given the annual report has been reduced by 3 months listed below are new strategies currently in progress:

<b>New Initiatives</b>
Developing an on-line bookings system
Planning an aerial video preview of all holes
Plans to increase focus on the teaching component by making improvements to the actual external space available ie: synthetic turf platform, new hit-off mats, distance markers/signage and strategic planting

The progress of NPGC against the key performance indicators are shown below.

<b>Indicator</b>	<b>Measure</b>	<b>Most Recent Result</b>	<b>2013-2014 Target/ Comment</b>
Pro Shop Sales	Achieve Income In Pro Shop And Secondary Purchases	\$40,550	\$43,500
Total rounds played	Increase green fee income based on a fee rate @ 23,500 rounds	16,587	27,000
Student Development Participation	Increase number of participants	107	510 (@ 15 students per week for 8 months)

## POLICY IMPLICATIONS

### Environmental Sustainability

There are no environmental impacts as a direct result of this briefing paper.

### Human Rights, Equity and Inclusion

The programming at each of these venues has been designed to appeal to and be available to as many people as possible. The facilities are accessible and inclusive of all and specific programs have been developed to increase participation in target groups identified in Council's Leisure Strategy 2010-2020.

### Economic Development

Nil

### Other

Nil

## FINANCIAL AND RESOURCE IMPLICATIONS

Each contractor has a financial target set within the contract by the Council for the 2013-14 year.

The financial targets for the 2013/2014 financial year have been established and the table below indicates progress against the targets for each facility.

Facility	Result	Target	Difference	Comment
Northcote Aquatic and Recreation Centre	\$584,150	\$812,371*	(\$228,221)	Decline in membership due to increase of 24/7 gyms, extreme weather during peak times and the delayed commissioning of the cogeneration plant
Darebin Community Sports Stadium	\$621,639	\$593,440 (Income)	\$28,199	Increased usage
Bundoora Park Public Golf Course	\$689,768	\$839,027 (income)	(\$149,259)	Decreased usage
Northcote Public Golf Course	\$556,476	\$682,570	(\$126,094)	Figures shown are for 9 months under contract.

\* Guaranteed Annual Return Fee for 2013/2014

## CONCLUSION

The Annual Reports for Northcote Aquatic and Recreation Centre and Darebin Community Sports Stadium are comprehensive and responsive to the Council Plan 2013-2017. The plans provide a range of programs and services for all that will enable the facilities to operate in a financially sustainable way.

The Annual Report for Bundoora Park Public Golf Course reveals an overall decrease in actual participation rates of green fees. Two reasons cited are the continued downward trend in the golfing market and the impact of extreme weather.

The Annual Reports will be presented to Council for noting at the next Council Meeting. All Contractors will be required to continue reporting on their performance against the newly reviewed and updated Annual Service Plan for 2014-2015. The new plans will also be presented to Council

## FUTURE ACTIONS

- Council report to note Annual Reports 2013-2014
- Review and update the Annual Service Plan
- Quarterly report on performance against service plan

## DISCLOSURE OF INTERESTS

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

## RELATED DOCUMENTS

- Council Plan 2013-2017
- Leisure Strategy 2010-2020

**8.3 DAREBIN RESOURCE RECOVERY CENTRE NOISE PROTECTION****MINUTE NO. 68****AUTHOR: Acting Manager City Works****REVIEWED BY: Director Culture, Leisure and Works****SUMMARY**

In February 2014 Council engaged AECOM to undertake an acoustic assessment of the Darebin Resource Recovery Centre (DRRC) and provide advice regarding measuring the levels of noise emitted to the nearby residential area.

Part of the assessment was to perform noise modelling and to provide design advice regarding a noise wall to enable best practice in operating the site. It was determined that a total barrier height of 7 meters is required to reduce the impact of noise emanating from the site into the surrounding areas.

The most cost effective option presented is to install a wall of stacked shipping containers at DRRC to reduce noise to the residential areas. The benefits of implementing shipping containers are:

- Cost of materials can be lower than acoustic wall materials
- Due to their width, the acoustic performance shipping container is better than an equivalent-height fence barrier due to the additional diffraction edge at the top of the container
- The shipping containers can be utilised for storage
- Shipping containers can be reused or on sold if the noise barrier is dismantled.

There is currently no funding available with the City Works Operational or Capital budgets to undertake the installation of the noise wall.

**CONSULTATION**

- Director, Culture, Leisure and Works
- Coordinator, Operation Projects and Fleet
- Fleet Workshop, Coordinator

**COUNCIL RESOLUTION**

**MOVED: Cr. G. Greco**  
**SECONDED: Cr. T. Laurence**

**THAT** Council approve the reallocation of \$100,000 Capital funding from the Heavy Vehicle replacement program in the 2014/2015 capital works budget to fund the container noise barrier work at Darebin Resource Recovery Centre.

**CARRIED**

## REPORT

### INTRODUCTION AND BACKGROUND

In February 2014 Council engaged AECOM to undertake an acoustic assessment of the Darebin Resource Recovery Centre (DRRC) and provide advice regarding measuring the levels of noise emitted to the nearby residential area. This was an action undertaken by council officers after numerous noise complaints from a nearby resident.

Part of the assessment was to preform noise modelling and to provide design advice regarding a noise wall to enable compliance with the noise limits. It was determined that a total barrier height of 7 meters is required if the operations continue as they currently are.

The option of installing a stack of shipping containers at DRRC to reduce noise to the residential areas has been investigated. The benefits of implementing shipping containers are:

- Cost of materials can be lower than acoustic wall materials;
- Due to their width, the acoustic performance shipping container is better than an equivalent-height fence barrier due to the additional diffraction edge at the top of the container;
- The shipping containers can be utilised for storage; and
- Shipping containers can be reused or on sold if the noise barrier is dismantled.

This option will result in a significant reduction in noise level from the DRRC to the southeast residential area.

### ISSUES AND DISCUSSION

AECOM was commissioned to undertake an acoustic assessment of the DRRC and provide advice regarding measures that will reduce the levels if noise emitted to the nearby residential area.

Previously, an acoustic was undertaken by Burton Acoustics. The assessment included nomination of noise limits in accordance with the State Environmental Protection Policy (Control of Noise from Commerce, Industry and Trade) No N-1 (SEPP N-1), noise measurements at the nearest residential areas (Hopetoun Crescent), and an assessment of the measured noise levels in accordance with the SEPP N-1. The report indicated that for a short duration on weekends activities at the site produced noise exceeding the acceptable level. Officers have worked closely with the operator of the resource recovery centre to modify their operations to manage the noise emanating from the site along with numerous meetings with a resident and the Victorian Ombudsman office to discuss their complaint.

The option of installing a shipping container barrier will result in a significant reduction in noise levels from the DRRC. Typical operations with no restrictions, with the three container high barrier will result in an Effective Noise Level of 43dB(A) (including 2-dB adjustment for impulsive noise) at the most affected residence.

The installation of an acoustic barrier three standard shipping containers in height will result in a total barrier height of 7.8 meters and approximately 17 containers in length.

**POLICY IMPLICATIONS****Environmental Sustainability**

The proposed actions in this report do not pose any negative impacts on the environment.

**Human Rights, Equity and Inclusion**

Nil

**Economic Development**

There are no economic impacts emanating from this report

**Other**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS**

The financial impact of reallocating funds from the heavy plant replacement program will mean that 2 vehicles will not be replaced in the 2014/2015 year. The impact of this will be effectively managed within the operation of the City Works service.

Alternatively, Council could consider allocating funds to this project as part of the 2015/2016 capital program.

**CONCLUSION**

Council approve the transfer of \$100,000 from the heavy plant replacement program 5620 and proceed with the installation of a stacked shipping containers noise barrier at DRRC to reduce noise to the nearest residential areas. This option includes the installation of shipping containers rather than a conventional noise wall. The benefits of implementing shipping containers are:

- Cost of materials can be lower than acoustic wall materials
- Due to their width, the acoustic performance shipping container is better than an equivalent-height fence barrier due to the additional diffraction edge at the top of the container
- The shipping containers can be utilised for storage
- Shipping containers can be reused or on sold if the noise barrier is dismantled.

**FUTURE ACTIONS**

If approval is given, request for quotations will need to be undertaken. As such, a preliminary timeline would be as follows (subject to funding):

- Structural and geotechnical assessment: December 2014
- Procure works: January – March 2015
- Undertake works: April - May 2015

**DISCLOSURE OF INTERESTS**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

**RELATED DOCUMENTS**

Nil

*Cr. Walsh temporarily left the meeting during discussion of this item at 7.36 pm and returned at 7.37 pm.*

**8.4 DAREBIN CAR SHARE POLICY****MINUTE NO. 69****AUTHOR: Senior Coordinator Transport Management****REVIEWED BY: Director Assets and Business Services****SUMMARY**

This report aims to present to Council the key features of car sharing and its economic, environmental and social benefits to Darebin's community, and provides a draft Car Share Policy (**Appendix A**) which is intended to guide how car sharing will be supported within the Municipality.

Car sharing is an emerging form of transport service provided by private companies that allows residents and businesses to join a car share company to hire from a network of vehicles on-demand via a telephone or internet booking service. The vehicles are parked on-street or off-street in dedicated parking bays and are accessible to members at any time of the day or night with prior booking. In this way members benefit from the flexibility of having access to a private vehicle but do not have to pay the overheads associated with owning their own car.

Car sharing complements the use of public transport, walking and cycling, and increases the transport alternatives available to residents and businesses in Darebin. Council has the opportunity to support car sharing schemes by facilitating the installation of car share bays across the municipality based on the principles of demand, accessibility, and connectivity.

This support was demonstrated at the Council meeting on 3 February 2014 where Council resolved as follows:

*'Council undertake car share promotion and encouragement in a similar way to other metropolitan councils across Melbourne by:*

- Developing a formal car share policy;*
- Promoting car share on Council's website;*
- Implementing further car share spaces throughout the municipality (within the public domain);*
- Promoting car share to developers through the development process; and*
- Encouraging liaisons with car share companies through the planning process.'*

The following report provides the background and discussion relating to the development of a formal car share policy which is attached **Appendix A**. This policy is expected to assist in the further implementation of car share spaces throughout the municipality.

**CONSULTATION**

- Council Briefing – 24 November 2014
- Economic Development
- Transport Management



- Local Laws and Civic Compliance
- Infrastructure Maintenance and Support
- Public Realm
- Community Planning
- Strategic Planning
- Statutory Planning
- Assets and Properties
- Environment and Natural Resources
- FlexiCar
- GoGet
- GreenShare
- Car2Go

### COUNCIL RESOLUTION

**MOVED:** Cr. B. Li  
**SECONDED:** Cr. T. McCarthy

**THAT** Council adopt the Car Share Policy attached as **Appendix A** for the purpose of guiding the installation of future car share vehicle bays within the Municipality.

**CARRIED UNANIMOUSLY**

### REPORT

#### INTRODUCTION AND BACKGROUND

Car sharing is an emerging transport service that allows people to hire from a network of vehicles on demand for short periods of time, via a telephone or internet booking service. The vehicles are parked on-street or off-street in dedicated parking bays and are accessible to members at any time of the day or night. In this way members benefit from the flexibility of having access to a private vehicle but do not have to pay the overheads associated with owning their own car.

Car sharing providers (CSP) are profit organisations that own and operate the vehicle fleet. In Melbourne, CSP generally require dedicated public car spaces for their vehicles for operational and customer service reasons. In some situations CSP manage dedicated parking bays as part of new developments. Currently two CSP, Flexicar and GoGet, operate car sharing services in Darebin. A third company, Green Share, has also expressed interest in developing a market in the municipality in the near future.

Car share companies have been operating in Australia for over ten years, with the first car share bay installed in Darebin in 2004. Other municipalities in metropolitan Melbourne such as Melbourne, Stonnington, Moreland and Yarra have also supported the roll out of car sharing as a means to reduce car dependency, incentivise walking and cycling, assist in parking management and limit traffic congestion.

Independent research indicates that each car share vehicle can replace up to 14 privately owned cars and therefore help to improve air quality, and reduce traffic congestion, parking demand, and greenhouse gas emissions.

Since 2004 the City of Darebin has allocated 10 parking spaces as car share bays<sup>1</sup>. A Car Share Policy will formalise the relationship between Darebin City Council and companies operating or seeking to operate car share cars from Darebin. The policy will also provide clarity for the community regards responsibilities around expansion of the network.

## ISSUES AND DISCUSSION

This section aims to summarise key points regarding the nature, operation and management of car share schemes.

### 1. HOW DOES CAR SHARING WORK?

Car sharing is a membership based private business. Although each provider has different enrolment requirements, all providers have similar operating and booking procedures. VicRoads Traffic Management Note No 28 summarises the operation of car share schemes as follows:

*“Car share schemes are operated by private car share companies who provide access to a fleet of cars distributed across an urban area.”<sup>2</sup>*

Residents and business can become members of a car share company and use vehicles as needed for a predetermined fee. Membership registration is administered online via the car share operator’s website or over the phone. A personal access card is given to members, allowing access to the cars when booked. The keys of the car are located within the vehicle itself. A car will not unlock unless it is booked by that specific user.

The booking of cars is controlled through the car share operator’s website or over the phone. Members select a car at a location convenient for them and nominate the duration of their booking from one hour to multiple days.

**Figure 1 Example of car share in Mitchell St, Northcote**



<sup>1</sup> La Trobe University (LTU) recently installed a car share bay in its Bundoora campus. This bay won't be included as part of the present report as it is managed by LTU.

<sup>2</sup> VicRoads. Traffic Management Note No 28 Guidelines for the implementation of car share parking

## 2. OPERATION

The operation and maintenance of car share vehicles is undertaken by the CSP. Currently there are three providers operating in metropolitan Melbourne: Flexi-Car, GoGet and Green Share. CSP market and promote their services, own and maintain the car share fleet, and manage the booking system. Members need to comply with current road rules and legislation.

Council facilitates and fosters the use and uptake of car sharing services in the municipality by allocating parking bays for the placement of car share vehicles. Council considers that allocating car parking spaces benefits the community and acts as an incentive for CSP to operate out of the Municipality.

Darebin City Council is currently developing a Car Share Policy (**Appendix A**). The Policy will provide clarity for Council, the community and CSPs regards their respective responsibilities and the approach to expansion of the car share network within Darebin. Council has consulted with key stakeholders on the Policy prior to implementation.

The Policy includes the following key areas:

- Eligibility
- Provision;
- Operation and renewal; and
- Fees and charges.

The policy will be reviewed in 2 years with the option of making changes to the management of car share bays or to reflect changes in the industry.

Council will charge two fees for each approved bay: an Establishment Fee, and a Renewal Fee. The Establishment Fee reflects the cost of signage, linemarking and management associated with allocating the space as a car share bay. Council will waive the cost associated with the right to operate a carshare service from a public parking space for two years. After the initial two years of operation, the CSPs will be able to renew the agreement for another two years by paying a Renewal Fee which will cover the maintenance costs of the bay and reflect the commerciality of the car parking space.

## 3. COSTS AND BENEFITS OF CAR SHARING

VicRoads<sup>3</sup> classifies car share benefits in terms of economic, environmental and social benefits. In early 2012 the City of Sydney commissioned SGS Economics and Planning to undertake a benefit cost analysis of implementing a car share scheme with 120 new vehicles available annually over 14 years (total of 1390 new bays) within Sydney LGA. SGS classified and estimated the costs and benefits of car sharing which are summarised in the following table:

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<sup>3</sup> VicRoads. Traffic Management Note No 28 Guidelines for the implementation of car share parking

**Table 1 City of Sydney - Benefit-Cost Analysis Summary – SGS Economics and Planning 2012**

Relevant Party	Costs	Present Value (PV)
City of Sydney	Planning & administration costs	\$0.23 million
	Conversion costs	\$0.96 million
	Foregone parking revenue	\$9.85 million
Wider community	Increased congestion on public transport	Not quantified
<b>Total Costs</b>		<b>\$11.05 million</b>
Relevant Party	Benefits	
Car share members	Deferral of car purchase savings	\$171.86 million
	Reduction in parking time	\$2.82 million
	Health benefits	\$29.44 million
	Improved transport choice	Not quantified
Wider community	Reduced travel time on roads	Not quantified
	Reduced travel externalities	\$13.02 million
<b>Total Benefits</b>		<b>\$214.31 million</b>
<b>Net Present Value (NPV)( 7% real discount rate)</b>		<b>\$203.26 million</b>
<b>Benefit Cost Ratio (BCR)</b>		<b>19.40</b>

Forgone parking revenue was identified as the main cost of implementing the car share program in Sydney. Given that Darebin currently does not charge for parking, Darebin can fully realise the benefits of expanding its car sharing network.

In the SGS analysis, members deferring the purchase of a car accounted for 80% of the benefits. Other benefits that have been identified include reduced greenhouse emissions, financial savings for users and significant reduction in parking demand which are described as follows:

- Car share schemes often comprise a fleet of cars which are compact in size and have low greenhouse gas emissions. In addition, the nature of car sharing encourages people to consider other options before driving reducing the number of kilometres travelled and the GHG emissions. Studies have shown that car sharing can reduce driving for participants by up to 40 to 60%.
- For people travelling less than 15,000 km per year, car sharing is often cheaper than owning a car. The car share fee structure bundles the costs of maintenance, petrol, registration, cleaning, and parking which significantly reduces the costs incurred by members.
- International studies show that one shared car can take between 9 and 13 privately owned cars off the roads, resulting in much less need for parking in valuable public space.

#### 4. CAR SHARE BAYS / MEMBERSHIP IN DAREBIN

Car share companies began to operate out of Darebin in 2004. To date there are only 10 bays, primarily located in Westgarth, Northcote and Thornbury, plus one in La Trobe's Bundoora campus (Map 1).

In 2012/2013 Council installed six new car share bays including one in the residential area of Rossmoyne Street, Thornbury. Residents and businesses have generally given a positive reception to these bays.

Although Darebin was one of the first Melbourne municipalities to install car share bays, we now lag behind other equivalent Councils in our implementation. For example, City of Moreland has installed over 40 bays, and City of Yarra has over 70 bays.

In August 2013 GoGet reported 314 members, with 57 per cent in Northcote, 24 per cent in Thornbury and 11 per cent in Preston. A 2013 Flexicar car share user survey identified that since joining Flexicar, 41% of Darebin members have avoided buying or sold a car.

A similar report by GoGet from June 2013 records that 61% of respondents have said that they have deferred a car purchase since becoming GoGet members. If we apply this to the Darebin member base, this would equate to 170 fewer vehicles in the municipality, many of which would have been parked on street, adding to existing parking pressures and traffic congestion.

## **5. CAR SHARE NETWORK EXPANSION IN DAREBIN**

Intensification of members and increased coverage by providers are critical elements to ensure the successful uptake of car sharing in Darebin. Car sharing is a demand driven service and to be profitable for the providers, an underlying demand is required to support the successful implementation of this service.

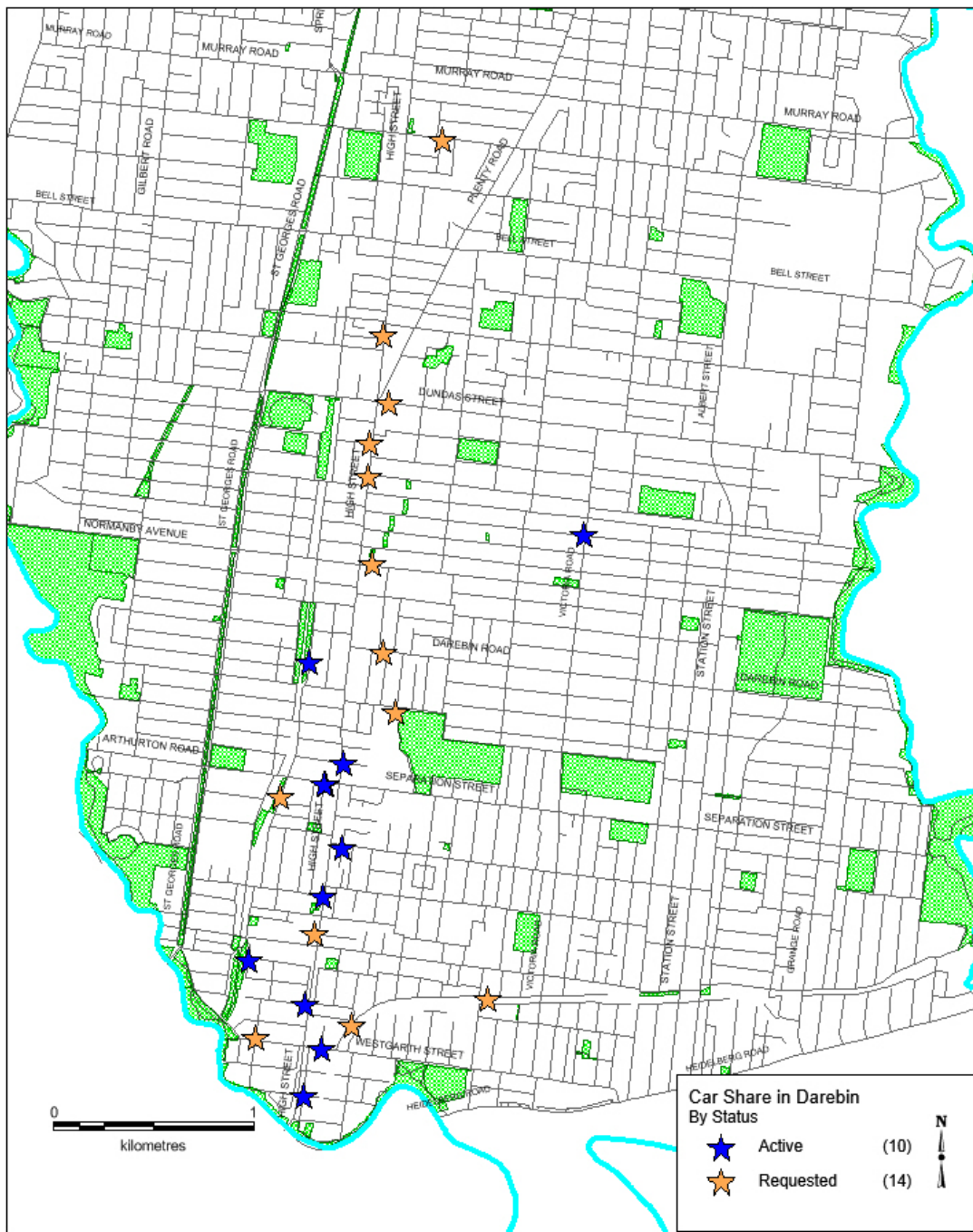
Car share bays are assessed based on community requests submitted by the car share providers whom establish the initial feasibility of the locations. Council assess the locations based on sustainable transport criteria of demand, connectivity, integration and coverage.

Currently the provision of car share vehicles is primarily in Northcote and Westgarth areas. CSP have indicated there is market potential for more vehicles in the south, and expanding car share further north.

Council has identified three main location types that will support the growth of car sharing in Darebin:

- a) Public transport hubs and activity centres: car sharing encourages and complements the use of other forms of public transport and increases the foot traffic in activity centres. Also, car share vehicles in activity areas favour local businesses by reducing businesses need to own and maintain a fleet. Key transport hubs are train stations, and premium tram and bus stops.
- b) Pedestrian Priority Areas (PPA) and Bicycle Priority Routes (BPR): having car share vehicles in PPAs and along BPRs incentivises the use of non-motorised vehicles to reach destinations that otherwise would be reached exclusively by vehicle.
- c) Residential areas: Some residential areas have limited parking capacity in Darebin and car sharing can help to alleviate this demand. Early in 2013 Council installed a car share bay in Rossmoyne Street, Thornbury with excellent reception from the community. Additionally, with increased residential developments taking place in Darebin, the early introduction of car sharing spaces could assist in changing initial travel behaviour prior to them being engendered towards private vehicles.

Map 1 Location of car share bays in Darebin (November 2014)



**POLICY IMPLICATIONS**

**Environmental Sustainability**

The car share policy is in line with Darebin Community Climate Change Action Plan 2009–2015 aiming to reduce the number of kilometres travelled by car in Darebin by reducing the need to own a vehicle and instead sharing vehicles. Based on evidence and research, car share schemes have the potential to reduce Greenhouse Gas Emissions, pollution and particulate matter levels in Darebin as well as effectively work with other forms of sustainable transport such as walking and cycling and complement the public transport network.

**Human Rights, Equity and Inclusion**

This report deals with preliminary information to Council with regards to an emerging transport and environmental initiative. The policy is intended to have universal application.

Although at this stage no detailed Equity and Inclusion considerations have been taken into account, initial analysis identified that car share schemes facilitate the access to vehicles for occasional use for those that cannot afford or choose not to own a car. Car share users are also more likely to use other sustainable modes and have overall positive impacts on the whole community.

**Economic Development**

Darebin's Business Development and Employment Strategy 2012-2015 aims to create more environmentally sustainable business in Darebin. By encouraging the uptake of car sharing in Darebin and activity centres, there is an opportunity to increase the levels of foot traffic bringing more business to the activity centres and shops. Car share is also an effective instrument in managing car parking demand and in some instances reduces companies from owning and maintaining a dedicated fleet of vehicles.

**Other**

The Darebin Transport Strategy 2007-2027 (DTS) which sets Council's long term vision where transport plays a positive role in connecting residents, visitors and employers so that its social networks are strong, local and metropolitan opportunities are accessed easily and the local economy prospers.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Darebin's car share policy has been designed to have a minimal financial impact on Council's budget. Following a similar approach to other councils, it is proposed to have a full cost recovery approach so that car share bay set up costs are transferred to the Car Share Provider (CSP) via the establishment fee.

**CONCLUSION**

Council currently supports the use of car sharing as a form of sustainable travel that supports walking, riding and the use of public transport whilst reducing the need to own a private vehicle. Developing a comprehensive network of car share vehicles is an arguably sound investment given the return on community capital as demonstrated in the benefit-cost analysis conducted in the City of Sydney. Car sharing is a practical and inexpensive way to alleviate parking stress, congestion and reduce community greenhouse gas emissions.

The Darebin Car Share Policy is intended to guide Council in expanding the car share network, and provide certainty to the community and CSP for implementation and operation of the scheme. The policy will also put in place the structure for Council to enter into licence agreements with CSP and facilitate cost recovery for Council.

**FUTURE ACTIONS**

- Establish licence agreements with CSP
- Expand the Darebin car share network in line with the Car Share Policy

## DISCLOSURE OF INTERESTS

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

## RELATED DOCUMENTS

- Darebin Car Share Policy (**Appendix A**)
- Report to Council 3 February 2014
- Briefing paper to Council 24 November 2014
- City of Sydney – SGS Economics and Planning June 2012. *Benefit-Cost Analysis of Car Share within the City of Sydney. Final report.*
- City of Moreland Parking Strategy
- City of Port Phillip, On street car share policy November 2012
- UITP 2001, *Keys to Car Sharing*
- VicRoads. Traffic Management Note No 28. Guidelines for the implementation of car share parking



**8.5 PRELIMINARY INVESTIGATIONS INTO THE PROPOSED DISCONTINUANCE AND SALE OF ROADS AND DRAINAGE RESERVES WITH THE CITY OF DAREBIN**

**MINUTE NO. 70**

**AUTHOR: Manager Assets and Property**

**DIRECTOR: Director Assets and Business Services**

**SUMMARY:**

The purpose of this report is to provide Council with details regarding the preliminary investigations into the proposed discontinuance and sale of the following roads and drainage reserves:

- (1) 3.05 metre wide drainage reserve adjoining the rear of 2 to 6 Vale Street and the side of 2 Bryan Street, Reservoir (Reserve) (shown hatched in **Appendix A** – Reserve Site Plan and **Appendix B** – Reserve Aerial Photo)
- (2) 3.66 metre wide right-of-way adjoining 12 and 14 Inverness Street, Reservoir (Road 1) (shown hatched in **Appendix D** – Reserve Site Plan and **Appendix E** – Reserve Aerial Photo)
- (3) 7 square metres of road reserve located at the rear of 29 Zoe Circuit, Northcote (Road 2) (shown hatched in **Appendix G** – Reserve Site Plan and **Appendix H** – Reserve Aerial Photo)

**CONSULTATION:**

- Council Briefing – 8 November 2014
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory Authorities
- Council Departments

**RECOMMENDATION**

**THAT** Council:

- (1) Commence the statutory procedures under Part 4 of the *Planning and Environment Act, 1987* and section 24A of the *Subdivision Act, 1988* to vest the Land (Reserve), in itself, remove 'reserve status' from the Land and to subdivide the Land shown hatched in **Appendix A**,
- (2) Give public notice under Section 189 of the *Local Government Act, 1989* to sell the Land (Reserve) by private treaty to the adjoining property owners and that under section 223 of the Act, public notice of the proposed sale be given in the appropriate local newspapers, and

- (3) Commence the statutory procedures under section 206 and clause 3 of Schedule 10 to the *Local Government Act* 1989 ("the Act") to discontinue the roads (Road 1 and Road 2) shown hatched on **Appendix D and G**,
- (4) Give public notice under Sections 207A and 82A and 223 of the *Local Government Act*, 1989 of the proposed discontinuances (Road 1 and Road 2) in the appropriate newspapers and on Council's website and such notice state that if discontinued, Council proposes to sell the land from the roads to the adjoining owners by private treaty.

### COUNCIL RESOLUTION

**MOVED:** Cr. B. Li  
**SECONDED:** Cr. G. Greco

**THAT** Council:

- (1) Notes this report.
- (2) Defers the commencement of the statutory process to enable a full briefing of the Council's policy and process in relation to disposal of Rights of Way (ROW).

**CARRIED UNANIMOUSLY**

### REPORT

#### INTRODUCTION AND BACKGROUND

Council received an application from property owners adjoining the Reserve, Road 1 and Road 2 to investigate the potential discontinuance and sale of each.

Initial investigations were completed and Macquarie Lawyers commissioned to undertake the process to facilitate the possible discontinuances and sales. The outcomes of the investigations are as follows:

#### ISSUES AND DISCUSSION

##### 1. Proposed Discontinuance and Sale of the Reserve (Vale/Bryant)

The Reserve is partially enclosed and used by 2 Bryan Street.

##### Consultation with owners/purchase price

All of the immediate adjoining owners have been consulted regarding the proposal and no objections have been received.

The owner of 2 Bryan Street has indicated that they has no interest in acquiring any of the Reserve and has no objection to the Reserve being sold to other property owners.

The Bryant Street owner has been notified that if the proposal is successful the Reserve which they currently use and occupy, will need to be vacated.

The owners of 2, 4 and 6 Vale Street have confirmed their interest in acquiring the land from the Reserve at current market value as well as meeting a share of the reasonable costs associated with Council discontinuing and selling the drainage reserve. The proposed division of the land from the Reserve is shown on the Reserve Draft Plan of Subdivision PS729584F (**Appendix C**).

### **Service Authorities and Council departments**

Internal departments and Service Authorities have been consulted in respect to the proposal and no objections have been received. Given Yarra Valley Water Corporation has a sewer and Council also has a drain within the Reserve, easements for sewerage and drainage would need to be created in their favour in the Plan of Subdivision.

### **Implementation**

If Council decides to proceed with the proposed vesting, subdivision and sale of the Reserve it will be necessary for it to undertake the following procedures:

- (1) Under part 4 of the *Planning and Environment Act* 1987 and section 24A of the *Subdivision Act* 1988 for vesting in Council, removal of reserve status and subdivision of the Land into 3 lots as part of these procedures Council would be required to prepare a Plan of Subdivision to vest the Reserve in itself, remove the "reserve" status and subdivide the Reserve. Once the plan has been approved and certified by Council and registered at the Titles Office, separate titles would be issued for the various lots.

The above procedures are currently being advanced.

- (2) Procedures under section 189 of the *Local Government Act* 1989 for the sale of the land from the Reserve.

These procedures will involve Council giving public notice in the newspaper generally circulating within the municipality, and on its website, of its intention to sell the land from the Reserve and invite submissions. In addition, all abutting property owners would be advised of the proposal in writing and informed of their right to make a submission.

The latter procedure would be undertaken once the Plan of Subdivision has been certified and registered.

## **2. Proposed Discontinuance and Sale of Road 1 (Inverness)**

Initial investigations indicate that Road 1 is not listed in Council's Register of Public Roads, is not constructed and is not used for access. Furthermore it appears to have been enclosed within 14 Inverness Street for a considerable period of time.

### **Consultation with owners/purchase price**

All of the immediate adjoining property owners have been consulted regarding the proposal and no objections have been received.

The owners of both 12 and 14 Inverness Street have confirmed their interest in acquiring the land from Road 1 at current market value as well as meeting all of the reasonable costs associated with Council discontinuing the Road 1. The proposed division of the land from the Road 1 is shown in **Appendix F**.

**Service Authorities and Council departments**

Internal departments and Service Authorities have been consulted in respect to the proposal and no objections have been received. Neither Council, nor any of the Service Authorities have any assets within the land or requirements over the land from Road 1.

**Implementation**

The statutory procedures require Council to give public notice of its intention to close and sell the road and invite submissions. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal.

In addition, all abutting property owners would be advised of the proposal in writing and informed of their right to make a submission. Following which, a report would be presented to Council for a decision whether to discontinue the road, part of the road or not to discontinue the road.

**3. Proposed Discontinuance and Sale of Road 2 (Zoe)**

Initial investigations indicate that Road 2, whilst listed on Council's Register of Public Roads as part of the road reserve under the Road Management Act 2004, is not constructed and is not used for access. It is a small section of the road reserve that would be considered a 'dead pocket' of land. It has not been landscaped as part of the road reserve and remains an underutilised parcel of open land.

**Consultation with owners/purchase price**

Consultation has been undertaken with the immediate adjoining owner at 29 Zoe Circuit who initiated the application. The owner has confirmed his interest in acquiring the land shown as Lot 1 on Title Plan TP95106X (**Appendix I**) at current market value as well as meeting all of the reasonable costs associated with Council discontinuing the road.

**Service Authorities and Council departments**

Internal departments and Service Authorities have been consulted in respect to the proposal and no objections have been received. Neither Council nor any of the other authorities have any assets in Road 2 nor any requirements over that land.

**Implementation**

The statutory procedures require Council to give public notice of its intention to close and sell the section of road and invite submissions. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal.

In addition, all adjoining property owners would be advised of the proposal in writing and informed of their right to make a submission. Following which, a report would be presented to Council for a decision whether to discontinue the section known as Road 2, part of Road 2 or not to discontinue Road 2.

**POLICY IMPLICATIONS****Environmental Sustainability**

There are no factors in this report which impact upon environmental sustainability.

**Social Inclusion and Diversity**

Initial consultation with the immediate adjoining owners has been undertaken. The statutory procedures will extend this to the community by giving public notice of the proposal and providing the opportunity to make formal submissions to Council regarding the proposal.

**Economic Development**

There are no factors in this report which impact upon economic development.

**Other**

This report has been prepared having regard to Council's "Right of way and Road Closure Policy".

**FINANCIAL AND RESOURCE IMPLICATIONS**

There are no financial or resource implications as a result of the recommendations contained in this report.

**CONCLUSION**

The initial consultation process has not identified any objections regarding the proposed discontinuance and sale of the Reserve, Road 1 or Road 2. Adjoining owners of each of the Reserve, Road 1 and Road 2 have agreed to purchase the land if discontinued, at market value plus meet all of the costs associated with the discontinuance and sale.

On that basis it would be reasonable and practicable for Council to commence the statutory procedures to potentially discontinue and sell the Reserve, Road 1 and Road 2, which are considered to be no longer required for the purpose for which they were reserved.

**FUTURE ACTIONS**

Arrange for the necessary statutory and procedural functions detailed above to be undertaken to give effect to Council's intentions.

**DISCLOSURE OF INTERESTS**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

**RELATED DOCUMENTS**

- **Appendix A** – Reserve Site Plan
- **Appendix B** – Reserve Aerial Photo
- **Appendix C** – Reserve Draft Plan of Subdivision PS729584

- **Appendix D** – Road 1 Site Plan
- **Appendix E** – Road 1 Aerial Photo
- **Appendix F** – Road 1 Land Division
- **Appendix G** – Road 2 Site Plan
- **Appendix H** – Road 2 Aerial Photo
- **Appendix I** – Road 2 Title Plan TP95106X
- *Local Government Act 1989*
- *Planning and Environment Act 1987*
- *Subdivision Act 1988*
- Council's Right-of-Way and Road Closure Policy

*Jacinta Stevens, Manager Corporate Governance temporarily left the meeting during discussion of this item at 7.49 pm and returned at 7.50 pm.*

**8.6 GILLIES STREET BIKE CORRAL TRIAL****MINUTE NO. 71****AUTHOR: Senior Coordinator Transport Management****REVIEWED BY: Director Assets and Business Services****SUMMARY**

At its meeting on 20 October 2014 Council resolved the following:

*That Council:*

- (1) *Reinstate the bike corral outside 21 Railway Place, Fairfield as soon as practicable.*
- (2) *Receive a further report on the outcome of the Gillies Street bike corral trial.'*

This report outlines the outcomes of this trial, which was held between August and November 2014. During this period the corral was monitored and community feedback was sought. It was found that the corral receives a reasonable level of use and is supported by most nearby residents and businesses including the abutting business.

**CONSULTATION**

- Team Leader Transport Strategy
- Transport Engineer
- Sustainable Transport Officer

**COUNCIL RESOLUTION**

**MOVED: Cr. T. McCarthy**  
**SECONDED: Cr. B. Li**

**THAT** Council note the findings of this report and that the corral be retained.

**CARRIED UNANIMOUSLY****REPORT****INTRODUCTION AND BACKGROUND**

As part of its commitment to make sustainable and active transport options easier and more convenient, Council has been installing bike corrals in areas with high bicycle parking demands.

A bike corral is an on street bike parking structure that occupies the equivalent of one parallel car parking space and provides parking for 8 or more bicycles. Bike corrals improve amenity for bike riders and pedestrians, particularly when there is limited footpath space and the placement of bicycle hoops is constrained. They also support local business by increasing parking provision.

The installation of bike corrals into Darebin's activity centres is consistent with actions in the *Darebin Transport Strategy* (DTS) and the *Darebin Cycling Strategy* (DCS) which are to:

- Install secure bicycle parking where it is lacking in key public destinations. These may include shopping areas and local convenience stores (DTS, Action 22.)
- Provide cycle parking at key destinations, including innovative cycle parking solutions such as cycle parking on sign poles, in car parking spaces, at public transport interchanges, and in dense residential developments and work places (DCS, Action 33.)

A report was provided to Council on 20 October 2014 outlining the process undertaken to install bike corrals in Railway Place and Gillies Street Fairfield.

At this meeting, Council resolved to:

- (1) *Reinstate the bike corral outside 21 Railway Place, Fairfield as soon as practicable.*
- (2) *Receive a further report on the outcome of the Gillies Street bike corral trial.*

The bike corral on Railway Place has now been reinstated and this report outlines the outcome of the Gillies Street bike corral trial.

The Gillies Street bike corral provides parking for 14 bicycles within one indented car parking bay on Gillies Street. The nearby business, the Bean Counter, attracts a significant number of bike riders and is supportive of the corral.

## ISSUES AND DISCUSSION

In order to understand the usage and impacts of the Gillies Street bike corral, monitoring and consultation was undertaken during the trial period. This included assessment of:

- Bike and car parking demands in the area.
- Use and constraints on footpath space in the vicinity of the bike corral.
- Community feedback.

### **Bike and car parking demands in the area**

The Gillies Street bike corral receives a reasonable level of use, especially on weekends, and helps to cater for the high demand for bicycle parking in the area. Furthermore, the removal of one car parking space for the corral has had minimal impact on car parking in the area with vacancies available during the surveyed periods.<sup>4</sup>

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<sup>4</sup> Surveys of car and bike parking occupancy on Gillies Street and Railway Place were undertaken from 10am to 3pm on Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> and Saturday 25<sup>th</sup> of October.



**Use and constraints on footpath space in the area**

Council has received correspondence raising concerns about bikes being parked against properties on Railway Place and blocking footpath access. This is particularly a problem on weekends when local cafes attract large groups of recreational bike riders. There is limited footpath space on Railway Place where the footpaths are narrow. It has been observed that the Gillies Street corral helps to alleviate the pressures on footpath space in the area by keeping bike parking off the footpath.

**Community feedback**

Community feedback was obtained through public opinion surveys and speaking with the adjacent business, the Bean Counter Café.

Of the seventy nine public opinion surveys that were sent to residents and businesses in the vicinity of the corral, twelve responses were received. Nine were in support of the corral, two did not support the retention of the corral and one did not state a position.

The Bean Counter Café supports retention of the Gillies Street corral for the time being. However, they would like to monitor the corral over the coming months to determine whether it still receives a reasonable level of use in following the reinstatement of the Railway Place corral.

The Darebin Bicycle Advisory Committee has also recommended that the Gillies Street corral be retained.

**POLICY IMPLICATIONS****Environmental Sustainability**

Providing bicycle parking facilities supports sustainable modes of transport by increasing the combined usage of bicycles and public transport. It has positive environmental impacts by reducing dependence on car travel and helping a shift towards more sustainable transport.

**Human Rights, Equity and Inclusion**

Supporting sustainable transport may reduce car dependence by making provision for more affordable transport options. Through making provision for bicycle and public transport use and an increase in walking Council will be increasing the transport options available to the community. Improving community mobility by making cycling and walking more accessible may assist in reducing social isolation.

**Economic Development**

Bike corrals can have a positive impact on economic development through improving parking provision for customers. By using road space for bike parking rather than footpath space bike corrals allow Council to maximise the footpath space available for outdoor seating.

Similarly, there is a robust body of national and international evidence showing that people walking have a significant positive impact on businesses. Urban environments that cater for the needs of people walking independent of their age, gender or mobility are regarded as vibrant, active, and economically successful.

**Other**

Nil

**FINANCIAL AND RESOURCE IMPLICATIONS**

Bike corral costs are covered within existing Capital budget streams.

**CONCLUSION**

There is strong community support for bike corrals and increasing demand for bike parking in the Fairfield area. A three month trial of the Gillies Street bike corral was undertaken and the corral was monitored during this time. Given the community support for retaining the Gillies Street corral and the positive impact of the corral on meeting bike parking demands and reducing pressure on limited footpath space, the Gillies Street bike corral will be retained in its current location. Officers will continue to monitor the use of corrals in Fairfield and utilise these findings in assessments for corrals in other areas of Darebin.

**FUTURE ACTIONS**

- The Gillies Street bike corral will be retained and officers will continue to monitor the use of the corrals in Gillies Street and Railway Place.
- Opportunities to install bike corrals in suitable locations across Darebin will continue to be investigated.

**DISCLOSURE OF INTERESTS**

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

**RELATED DOCUMENTS**

- Council Minutes - 20 October 2014

*Cr Li disclosed an 'interest' in the following Item 8.7 – Café Voucher Program, Casserole Club and Caring Cookbooks of Jersey Update as he is a board member of Regional Kitchen Pty Ltd.*

**8.7 CAFÉ VOUCHER PROGRAM, CASSEROLE CLUB AND CARING COOKS OF JERSEY UPDATE**

**MINUTE NO. 72**

**AUTHOR: Manager Aged and Disability**

**REVIEWED BY: Director Community Development**

**SUMMARY**

At the Council meeting on the 8 August 2014 Council resolved to:

*'Obtain a further report outlining the implementation of café voucher program (CVP) with economic development perspective and how the federal government subsidy and Council's contribution can work within this model. This subsequent report is to come to council before the end of the year.*

*Consult with key stakeholders regarding item 3 above, such as pensioner groups across the municipality, small business restaurant owners and the economic development unit at Council.'*

Further at the Council meeting on the 20 October 2014 Council resolved:

*'That Officers provide information based on the piloted project 'Casserole Club' cited in the MAV Bulletin Issue 999 and in addition the feasibility/possibility of Darebin Council signing up to the project. The report is to be tabled before the end of the year.'*

and

*'Caring Cooks in Darebin – That Officers prepare a report on the feasibility of introducing a Caring Cooks of Darebin modelled on the Caring Cooks of Jersey (USA). Officers may consult with DIVRS as the program requires an established food bank to coordinate and distribute meals to residents in need.'*

This report provides details on the purpose of the Café Voucher program and outlines a plan for an upcoming pilot of this program at Darebin commencing in February 2015. In addition to this it describes the operation of the Casserole Clubs and Caring Cooks of Jersey (USA) models and proposes Council advises the MAV of our potential interest in joining the project following the conclusion and evaluation of the current pilot project.

**CONSULTATION**

- Council Briefing – 8 December 2014
- Manager Aged, Disability and Emergency Management Moreland City Council

**RECOMMENDATION**

**THAT** Council note the report and endorse:

- (1) The proposed pilot of a Café Voucher program in Reservoir commencing in February 2015.
- (2) The proposal to advise the MAV of Councils interest in the Casserole Club program.

**COUNCIL RESOLUTION**

**MOVED:** Cr. A. Villella

**SECONDED:** Cr. G. Greco

**THAT** Council note the report and endorse:

- (1) The proposed pilot of a Café Voucher program in Reservoir commencing in March 2015.
- (2) The proposal to advise the MAV of Councils interest in the Casserole Club program.
- (3) Receive a further report detailing the café voucher pilot program including how it caters to our culturally diverse community and how issues of mobility/access/transport are addressed.

**CARRIED UNANIMOUSLY**

**REPORT****INTRODUCTION AND BACKGROUND**

The last 7 years has seen a 44% decline in the demand for delivered meals services within the City of Darebin. More specifically from 2010 to 2014 the total number of meals has declined from 125,923 to 77,439.

This decline is consistent across Metropolitan Melbourne. Meals Victoria, the representative body for all Victorian Delivered Meals Services, conducted a survey for the period 2002 to 2010 which found 52% of Metropolitan Councils reported a decline in meals numbers during this time.

This steady has been attributed to:

- Increased choice for consumers through private providers
- Increased availability and convenience meals from supermarkets, and
- The impacts of the active service approach, which implements client support strategies such as assisted shopping and increased timer and support in the home to undertake meal preparation.

It is this steady decline in the demand for delivered meals services that has informed the recent negotiation of the contract with Community Chef Pty Ltd from August 2014 to February 2016.

In consideration of the above explanations for declining meals numbers three other food service programs have been investigated in this report. This will inform the potential expansion of the service provided through the Delivered Meals program by providing other options for nutritionally at risk residents to access flexible, affordable and nutritious food options as well as establishing links with the community.

These programs are:

1. The Café Voucher Program
2. Casserole Clubs
3. The Caring Cooks of Jersey.

The Café Voucher program provides people who have difficulty cooking or who choose not to cook with an opportunity to access an affordable meal in a social setting. Café Vouchers also provide the flexibility of accessing a meal at a time that suits residents, as well as being able to take-away, if they choose to.

Casserole Clubs have been running in the United Kingdom and aim to assist people to share extra portions of home cooked food with others who live in the local area and are unable to cook for themselves. Casserole Clubs were first launched in Australia in October 2014 in the municipalities of Moreland, Boroondara and Macedon Ranges. This was in partnership with the MAV and FutureGov and funded by the Department of Health.

The Caring Cooks of Jersey (USA) model was established after a community member heard about the Casserole Club project running in the United Kingdom and wanted to establish a similar program in their local community.

## **ISSUES AND DISCUSSION**

### **Café Voucher Program Implementation**

A Café Voucher program has been established in other Councils i.e. Yarra and Maribyrnong and provides HACCC (Home and Community Care) eligible residents with the opportunity to access a subsidised nutritious meal in an identified number of participating cafes.

Access to the program is for people who are nutritionally at risk, socially isolated, unable to prepare their own meals, have no cooking facilities, are homeless or at risk of homelessness. Discussions have been held with Economic Development regarding the running of a pilot Café Voucher program within Darebin City Council, in February 2015. There was also strong support for such a program by community reference group members during the consultations held during the review of the Community Chef contract.

The recommendation is to implement the program in Darebin through a pilot in Reservoir that will build on the substantial work that occurred with the Reservoir traders during the Seniors Festival. During the Festival significant work took place that supported traders to improve the physical accessibility of their businesses, the accessibility of menus, the breaking down value judgments about older people as well as introducing a meals voucher system. The work was highly successful, so to build on it by extending it through a Café Voucher program is deemed the best approach. Once the program has been piloted and evaluated the decision on extending the program to other areas of Darebin can be made.

The Department of Health is also supportive of allowing funds allocated for the provision of a delivered meal in the home to be reassigned to the provision of a meal within a café setting program. The pilot will also seek support from Darebin Community Health Centre to ensure that the meals provided are nutritionally sound.

### **The Casserole Club**

The Casserole Club program was launched as a pilot in Australia in October 2014 in the municipalities of Moreland, Boroondara and Macedon Ranges in partnership with the MAV and FutureGov and funded by the Department of Health.

The program invites Community members who wish to prepare meals to register on the Casserole Club site. Before a meal can be provided a Police Check and a short food hygiene quiz are conducted.

If the potential cook passes these tests they can then search for diners in their local area also registered on the site who are interested in receiving a home cooked meal.

The Casserole Club is a flexible volunteering project. Cooks are only required to share one meal when they sign up and there is no expectation that diners expect a meal prepared on a regular, routine basis.

Diners are asked if they have any particular dietary requirements or what they like to eat when they sign up. This then forms part of their profile. However when cooks first get in contact with diners they are encouraged to discuss with diners what they like to eat and then what will be prepared is worked out between the cook and the recipient. The idea of the Casserole Club is that community members are just making an extra portion of something they would be cooking for themselves at home not a meal specially prepared for the diner.

### Risk

As noted previously to minimise risk to diners a short food hygiene quiz is conducted with the potential cook before a meal can be provided and a Police Check is used as a safety mechanism to protect vulnerable community members.

### Management of Program

The Casserole Club has a worker employed by the project who is funded by the Department of Health and also has the responsibility to check and make sure everything went well the first time a meal is prepared and delivered and to problem solve any issues or concerns that may have arisen.

### Feedback on Program

Feedback from Moreland in relation to the project has been positive although as the pilot has just commenced it is still too early to rate the success of the project.

### Caring Cooks of Jersey

This program was started after a community member in the United States heard about the United Kingdom's Casserole Clubs. This local community member identified people willing to provide a meal through a Facebook page. One of the difficulties regarding this program was identifying people who would like to receive a meal so a local Foodbank was contacted to assist with this.

### Risk

Unlike the Casserole Club program this program does not require interested community members to complete either a Police Check or a short food hygiene quiz prior to registering their interest or delivering a meal to a diner's home. This approach has the potential of placing vulnerable community members at risk.

## **POLICY IMPLICATIONS**

### **Environmental Sustainability**

Nil

### **Human Rights, Equity and Inclusion**

These programs support the provision of meals to diverse and isolated communities. They not only provide food but also provide a connection back to the local community, facilitates the building of relationships and links within the community and contributing to the overall improvement of the wellbeing of vulnerable community members.

### **Economic Development**

The Café Voucher program has the potential to increase attendance at local cafes/restaurants and accordingly boost economic activity in the areas where it is in operation.

### **Other**

Nil

## **FINANCIAL AND RESOURCE IMPLICATIONS**

The cost of the implementation of a Café Voucher program can be funded within current budgets with the Department of Health supportive of allowing funds allocated for the provision of a delivered meal in the home to be reassigned to the provision of a meal within a café setting program.

The pilot of the Casserole Clubs within Local Governments in Australia has been funded by the Department of Health. It requires a project worker role to facilitate the development of the program in a local area and to ensure that the relationships between the Cook and the Diner are positive and supportive.

## **CONCLUSION**

Café Voucher programs have been running in other local government areas for a number of years in order to provide Home and Community Care eligible clients with a way of accessing a nutritious meal in a flexible way that also connects them back to their local community. It is proposed that in partnership with Economic Development, Darebin Community Health Centre, Department of Health and the Reservoir Village Traders and Reservoir Village Traders Association that a pilot Café Voucher program commence in Darebin in February 2015.

The Casserole Club pilot will shortly be evaluated and there will be greater clarity regarding the success of such programs in Australia provided in March 2015. As the pilot program is still running and is yet to be evaluated, it is proposed that Council advise the MAV of our interest in the program but await the outcome of the pilot before committing to the project.

With the similarities between the Casserole Clubs and the Caring Cooks of Jersey models and noting the risk mitigation issues that are in place for the Casserole Clubs it is not proposed to further explore implementation of the Caring Cooks of Jersey program until the potential of the Casserole Clubs mode has been fully tested and evaluated.

## **FUTURE ACTIONS**

Nil

## **DISCLOSURE OF INTERESTS**

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

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

## **RELATED DOCUMENTS**

- Casserole Club website: <https://www.casseroleclub.com.au/>
- Caring Cooks of Jersey referenced on <http://blog.casseroleclub.com/2014/06/prepare-to-be-blown-away-introducing-the-caring-cooks-of-jersey/>
- Council Minutes – 8 August and 20 October 2014

*Paul Crapper, Director Corporate and Planning Services temporarily left the meeting during discussion 7.59 pm and returned 8.05 pm.*



**9. NOTICES OF MOTION****9.1 LETTER TO MINISTER FOR LOCAL GOVERNMENT****MINUTE NO. 73****NOTICE OF MOTION NO. 155 CR. BO LI**

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

***THAT Darebin Council resolves to:***

- (a) Oppose the proposed rate capping policy of the State Government, due to the policy's detrimental impact on essential council services to the community.*
- (b) Support the reform measures outlined in the Local Government Amendment (Governance and Conduct) Bill 2014 and urge the Government to pass the Bill at the earliest opportunity.*
- (c) Urge the Government to respond fully to the recommendations outlined in the Local Government Electoral Review (the Georgiou Review) and enact the necessary changes before the 2016 local government elections.*
- (d) That the Mayor writes to the Minister for Local Government, outlining Council's position in relation to these three matters.*

**Notice Received: 9 December 2014**

**Notice Given to Councillors: 15 December 2014**

**Date of Meeting: 2 February 2015**

With leave of the Chairperson, Cr. Li withdrew this Notice of Motion.

## 9.2 INTERACTIVE ON-LINE BUDGET PLANNING TOOL

## MINUTE NO. 74

NOTICE OF MOTION NO. 156 CR. BO LI

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

*THAT the Darebin Council resolves to establish an interactive on-line budget planning tool as part of its budget preparation process and as part of the council's ongoing commitment to community consultation. The planning tool should allow community members to enter and manipulate various budget variables such as rates, capital works, maintenance and other services and submit their proposals for council's consideration as part of its budget planning process.*

Notice Received: 9 December 2014

Notice Given to Councillors: 15 December 2014

Date of Meeting: 2 February 2015

**MOTION**

**MOVED:** Cr. B. Li  
**SECONDED:** Cr. T. McCarthy

**THAT** the Darebin Council resolves to establish an interactive on-line budget planning tool as part of its budget preparation process and as part of the council's ongoing commitment to community consultation. The planning tool should allow community members to enter and manipulate various budget variables such as rates, capital works, maintenance and other services and submit their proposals for council's consideration as part of its budget planning process.

*Cr. Greco proposed to the mover (Cr. Li) and seconder (Cr. McCarthy) that motion be amended to read as follows. This was accepted by Cr. Li and Cr. McCarthy.*

**THAT** the Darebin Council **receives a report on** an interactive on-line budget planning tool as part of its budget preparation process and as part of the Council's ongoing commitment to community consultation. The planning tool should allow community members to enter and manipulate various budget variables such as rates, capital works, maintenance and other services and submit their proposals for Council's consideration as part of its budget planning process.

THE AMENDED MOTION READ AS FOLLOWS

<b>AMENDED MOTION</b>
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**MOVED:** Cr. B. Li  
**SECONDED:** Cr. T. McCarthy

**THAT** the Darebin Council receives a report on an interactive on-line budget planning tool as part of its budget preparation process and as part of the Council's ongoing commitment to community consultation. The planning tool should allow community members to enter and manipulate various budget variables such as rates, capital works, maintenance and other services and submit their proposals for Council's consideration as part of its budget planning process.

THE AMENDED MOTION WAS PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

<b>COUNCIL RESOLUTION</b>
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**MOVED:** Cr. B. Li  
**SECONDED:** Cr. T. McCarthy

**THAT** the Darebin Council receives a report on an interactive on-line budget planning tool as part of its budget preparation process and as part of the Council's ongoing commitment to community consultation. The planning tool should allow community members to enter and manipulate various budget variables such as rates, capital works, maintenance and other services and submit their proposals for Council's consideration as part of its budget planning process.

**CARRIED**

Rasiah Dev, Chief Executive disclosed a conflict of interest in the following Motion Item 9.3 Citizen Jury on CEO Recruitment classifying the type of interest as a direct interest as it relates to Chief Executive Employment Matters.

Rasiah Dev left the meeting prior to consideration of the following item – 8.37 pm.

### 9.3 CITIZEN JURY ADVICE ON CEO RECRUITMENT

#### MINUTE NO. 75

**NOTICE OF MOTION NO. 157 CR. TRENT MCCARTHY**

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

**THAT** as part of its goal to improve openness and transparency and be a leader in good governance, Council resolves to advertise the position of Chief Executive Officer (CEO) in 2015. Furthermore, Council will use a Citizens' Jury process to receive advice in relation to the following matters:

- (1) The position description and key performance indicators for the next CEO;
- (2) The most appropriate remuneration package for the next CEO;
- (3) Any other relevant matters, as they arise during the Citizens' Jury process.

The Citizens' Jury should report to Council as soon as possible to support the recruitment process for the next CEO."

**Notice Received: 10 December 2014**

**Notice Given to Councillors: 11 December 2014**

**Date of Meeting: 2 February 2015**

<b>MOTION</b>
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**MOVED: Cr. T. McCarthy**

**SECONDED: Cr. G. Greco**

**THAT** as part of its goal to improve openness and transparency and be a leader in good governance, Council resolves to use a Citizens' Jury process to receive recommendations in relation to the following matters:

1. The position description and key performance indicators for the next CEO;
2. The most appropriate remuneration package for the next CEO appointment; and
3. Any other relevant matters, as they arise during the Citizens' Jury process.

The Citizens' Jury process should be completed at least six months before Council is due to make its next CEO appointment to allow sufficient time for the consideration of any recommendations.

THE MOTION WAS PUT TO THE VOTE AND LOST.

A division was called for by Cr. Fontana:

<u>For</u>	<u>Against</u>
Cr. T. McCarthy	Cr. J. Williams
Cr. G. Greco	Cr. V. Fontana
	Cr. A. Villella
	Cr. T. Laurence
	Cr. O. Walsh
	Cr. S. Tsitas
	Cr. B. Li

The Chairperson, Cr. Tsitas, declared the Motion to be lost.

*Rasiah Dev, Chief Executive returned to the meeting at the conclusion of the above item – 9.02 pm.*

#### **ADJOURNMENT – 9.03 PM**

The Chairperson, Cr. Tsitas adjourned the meeting for a 10 minute break.

The meeting resumed at 9.13 pm

#### **9.4 RUTHVEN PRIMARY SCHOOL SITE**

##### **MINUTE NO. 76**

**NOTICE OF MOTION NO. 158 CR. GAETANO GRECO**

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

***THAT** the Mayor write to the State Minister for Education requesting that the former Ruthven Primary School site be maintained in public hands and that the land be transferred to Council at no cost so that the land can be made available to the community as open recreational space.*

**Notice Received: 10 December 2014**

**Notice Given to Councillors: 11 December 2014**

**Date of Meeting: 2 February 2015**

**MOTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. T. Laurence

**THAT** the Mayor write to the State Minister for Education requesting that the former Ruthven Primary School site be maintained in public hands and that the land be transferred to Council at no cost so that the land can be made available to the community as open recreational space.

*Cr. Laurence proposed to the mover (Cr. Greco) that the motion be amended to read as follows. This was accepted by Cr. Greco.*

**THAT** the Mayor write to the State Minister for Education requesting that the former Ruthven Primary School site be maintained in public hands and that the land be transferred to Council at no cost **so that Council can restore the land so it can once again** be made available to the community as open recreational space.

THE AMENDED MOTION THEN READ AS FOLLOWS:

**AMENDED MOTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. T. Laurence

**THAT** the Mayor write to the State Minister for Education requesting that the former Ruthven Primary School site be maintained in public hands and that the land be transferred to Council at no cost so that Council can restore the land so it can once again be made available to the community as open recreational space.

THE AMENDED MOTION WAS PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

**COUNCIL RESOLUTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. T. Laurence

**THAT** the Mayor write to the State Minister for Education requesting that the former Ruthven Primary School site be maintained in public hands and that the land be transferred to Council at no cost so that Council can restore the land so it can once again be made available to the community as open recreational space.

**CARRIED UNANIMOUSLY**

*Jody Brodribb, Acting Coordinator Council Business temporarily left the meeting during discussion at 9.28 pm and returned at 9.32 pm.*

**9.5 TIMEFRAME OF REMOVAL OF LEVEL CROSSINGS IN DAREBIN****MINUTE NO. 77****NOTICE OF MOTION NO.****159****CR. GAETANO GRECO**

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

***THAT** the Mayor write to the State Minister for Transport seeking confirmation on the timeframe of the removal of level crossings in Darebin in particular the Reservoir Junction and Bell Street rail crossings.*

**Notice Received: 10 December 2014**

**Notice Given to Councillors: 11 December 2014**

**Date of Meeting: 2 February 2015**

**MOTION**

**MOVED: Cr. G. Greco**

**SECONDED: Cr. B. Li**

**THAT** the Mayor write to the State Minister for Transport seeking confirmation on the timeframe of the removal of level crossings in Darebin in particular the Reservoir Junction and Bell Street rail crossings.

*Cr. Walsh proposed to the mover (Cr. Greco) and seconder (Cr. Li) that the motion be amended to include Grange Road, Alphington. This was not accepted by the mover.*

*Cr. McCarthy proposed to the mover (Cr. Greco) and seconder (Cr. Li) that the motion be amended to read as follows. This was accepted by Cr. Greco and Cr. Li.*

**THAT** the Mayor write to the State Minister for Transport seeking confirmation on the timeframe of the removal of level crossings in Darebin.

THE AMENDED MOTION READ AS FOLLOWS:

**AMENDED MOTION**

**MOVED: Cr. G. Greco**

**SECONDED: Cr. B. Li**

**THAT** the Mayor write to the State Minister for Transport seeking confirmation on the timeframe of the removal of level crossings in Darebin.

THE FURTHER AMENDED MOTION READ AS FOLLOWS:

**FURTHER AMENDED MOTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. B. Li

**THAT** the Mayor write to the State Minister for Transport seeking confirmation on the timeframe of the removal of level crossings in Darebin.

*Cr. Laurence proposed to the mover (Cr. Greco) and seconder (Cr. Li) that the motion be amended to read as follows. This was accepted by Cr. Greco and Cr. Li.*

**THAT** the Mayor write to the State Treasurer and the State Ministers for Transport, Finance, and Roads seeking confirmation on the timeframe of the removal of level crossings in Darebin.

**FURTHER AMENDED MOTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. B. Li

**THAT** the Mayor write to the State Treasurer and the State Ministers for Transport, Finance, and Roads seeking confirmation on the timeframe of the removal of level crossings in Darebin.

*Cr. Villella proposed to the mover (Cr. Greco) and seconder (Cr. Li) that the motion be further amended to read as follows. This was accepted by Cr. Greco and Cr. Li.*

**THAT** following the Councillors Workshop, the Mayor write to the State Treasurer and the State Ministers for Transport, Finance, and Roads seeking confirmation on the timeframe of the removal of level crossings in Darebin.

THE FURTHER AMENDED MOTION READ AS FOLLOWS:

**FURTHER AMENDED MOTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. B. Li

**THAT** following the Councillors Workshop, the Mayor write to the State Treasurer and the State Ministers for Transport, Finance, and Roads seeking confirmation on the timeframe of the removal of level crossings in Darebin.



THE FURTHER AMENDED MOTION WAS PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

<b>COUNCIL RESOLUTION</b>
---------------------------

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. B. Li

**THAT** following the Councillors Workshop, the Mayor write to the State Treasurer and the State Ministers for Transport, Finance, and Roads seeking confirmation on the timeframe of the removal of level crossings in Darebin.

**CARRIED UNANIMOUSLY**

*Paul Crapper, Director Corporate and Planning Services temporarily left the meeting during discussion at 9.47 pm and returned at 9.51 pm.*

*Rasiah Dev, Chief Executive disclosed a conflict of interest in the following Notice of Motion Item 9.6 Advertising Regarding Reappointments of CEO, classifying the type of interest as a direct interest as it relates to Chief Executive Employment Matters.*

*Rasiah Dev left the chambers prior to consideration of the following item – 9.50 pm*

**9.6 ADVERTISING REGARDING REAPPOINTMENT OF CEO**

**MINUTE NO. 78**

**NOTICE OF MOTION NO. 160 CR. GAETANO GRECO**

Take notice that at the Ordinary meeting to be held on 2 February 2015, it is my intention to move:

***THAT** Council receive an explanation in writing at this meeting on 15th December 2014 as to why an advertisement/public notice was submitted for publication with Leader newspapers in relation to the proposed reappointment of the CEO prior to this matter being considered by Council.*

*Furthermore this explanation must be made publicly available given the recent interest from many residents and ratepayers and the local media.*

**Notice Received: 10 December 2014**

**Notice Given to Councillors: 11 December 2014**

**Date of Meeting: 2 February 2015**

With leave of the Chairperson, Cr. Greco withdrew this Notice of Motion.

*Rasiah Dev returned to the meeting at the conclusion of the above item – 9.51 pm*

**10. URGENT BUSINESS**

*On the motion of Cr. Greco seconded by Cr. Williams, it was resolved that the following item be dealt with at the meeting as a matter of urgent business.*

**10.1 ALLEGED MISUSE OF COUNCIL RESOURCES DURING STATE ELECTION CAMPAIGN****MINUTE NO. 79****MOTION**

**MOVED:** Cr. V. Fontana  
**SECONDED:** Cr. J. Williams

**THAT** Council undertake an immediate investigation into the alleged use of council resources / materials by candidates campaigning at the recent state election and report back at the next council meeting.

*With leave of the chairperson, cr. Tsitas proposed to the mover (Cr Fontana) and the seconder (Cr. Williams) that the motion be amended as follows. This was accepted by Cr. Fontana and Cr. Williams.*

**THAT** Council facilitate an immediate investigation into the alleged use of council resources / materials by candidates campaigning at the recent state election and report back at the next council meeting.

THE AMENDED MOTION THEN READ AS FOLLOWS:

**AMENDED MOTION**

**MOVED:** Cr. V. Fontana  
**SECONDED:** Cr. J. Williams

**THAT** Council facilitate an immediate investigation into the alleged use of council resources / materials by candidates campaigning at the recent state election and report back at the next council meeting.

THE AMENDED MOTION WAS THEN PUT AND CARRIED AND BECAME THE COUNCIL RESOLUTION AS FOLLOWS:

**COUNCIL RESOLUTION**

**MOVED:** Cr. V. Fontana  
**SECONDED:** Cr. J. Williams

**THAT** Council facilitate an immediate investigation into the alleged use of council resources / materials by candidates campaigning at the recent state election and report back at the next council meeting.

**CARRIED UNANIMOUSLY**

**EXTENSION OF TIME – 9.57 PM**

**COUNCIL RESOLUTION**

**MOVED:** Cr. V. Fontana  
**SECONDED:** Cr. J. Williams

**THAT** the Council meeting continue after 10.00 pm for 30 minutes.

**CARRIED**

**11. GENERAL BUSINESS**

**11.1 DEFIBRILLATORS AND SAFETY EVACUATION PLANS IN SPORTING CLUBS**

**MINUTE NO. 80**

**COUNCIL RESOLUTION**

**MOVED:** Cr. J. Williams  
**SECONDED:** Cr. O. Walsh

**THAT** Council officers prepare a report on the sporting clubs and local schools who have defibrillators on the premises and proper safety evacuation plans in case of an unforeseen emergency.

**CARRIED**

**11.2 SPORTING CLUBS – PROTECTING CHILDREN FROM POSSIBLE INJURY**

**MINUTE NO. 81**

**COUNCIL RESOLUTION**

**MOVED:** Cr. J. Williams  
**SECONDED:** Cr. O. Walsh

**THAT** Council officers prepare a report on Darebin sporting clubs who encourage or have policies in place which ensure that children have the necessary protection to avoid possible injury.

**CARRIED**

**11.3 DOGS OFF LEAD PARKS – PLAYGROUND****MINUTE NO. 82****COUNCIL RESOLUTION**

**MOVED:** Cr. J. Williams  
**SECONDED:** Cr. V. Fontana

**THAT** Officers prepare a report on off lead parks in the municipality which has playground equipment that are not fenced off to deter dogs from entering these areas.

**CARRIED****11.4 TREE PLANTING****MINUTE NO. 83****COUNCIL RESOLUTION**

**MOVED:** Cr. A. Villella  
**SECONDED:** Cr. T. McCarthy

**THAT** Council receive an audit report in April 2015 on tree planting that has taken place in Darebin over the last 2 years. The report is to provide specific information on where the trees have been planted and note areas deficient in trees and propose sites for potential significant tree planting. This information is to inform the 2015/2016 budget deliberations.

**CARRIED****11.5 SAFETY AUDIT REPORT****MINUTE NO. 84****COUNCIL RESOLUTION**

**MOVED:** Cr. A. Villella  
**SECONDED:** Cr. T. McCarthy

**THAT** officers provide council with a municipality wide safety audit report in April 2015 which will then inform 2015/2016 budget deliberations.

**CARRIED**

11.6

## FOSTER CARE

MINUTE NO. 85

**COUNCIL RESOLUTION****MOVED:** Cr. T. McCarthy**SECONDED:** Cr. A. Villella**THAT** Council receives a report at a meeting in April 2015 outlining:

- (1) The number of foster carers living in Darebin and the number of children from Darebin in foster care.
- (2) Recommendations from the Foster Care Association of Victoria and local foster care agencies regarding what Council can do to:
  - a) Increase the number of Darebin foster carers to reduce the number of Darebin children being relocated to other areas to receive care;
  - b) Directly assist Darebin foster carers and agencies, eg. through providing carers with priority access to child care and agency access to Council owned land to promote foster care.
  - c) Advocate to the State Government to better support foster carers and children requiring care.

**CARRIED**

11.7

## ALPHINGTON PAPER MILL

MINUTE NO. 86

**COUNCIL RESOLUTION****MOVED:** Cr. T. McCarthy**SECONDED:** Cr. O. Walsh**THAT** Council receives a report at a meeting in March 2015 regarding the progress of the Alphington paper mill development.**CARRIED**

11.8 EDWARDES LAKE BOAT HOUSE

MINUTE NO. 87

**COUNCIL RESOLUTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. A. Vilella

**THAT** Council receives a report in April 2015 with an update on the future of the Edwardes Lake Boat House.

**CARRIED**

11.9 ROW SALES POLICIES, PROCEDURES AND PROCESS

MINUTE NO. 88

**COUNCIL RESOLUTION**

**MOVED:** Cr. G. Greco  
**SECONDED:** Cr. T. McCarthy

**THAT** Council receive a report in March 2015 regarding Council's policies, procedures and process regarding ROW sales etc.

**CARRIED**

**12. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL**

Nil

**13. CLOSE OF MEETING**

The meeting closed at 10.23 pm.