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AGENDA

Council meeting to be held
at Darebin Civic Centre,
350 High Street Preston
on Monday, 3 October 2016
at 7.00 pm.

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Agenda

1. MEMBERSHIP

Cr. Vince Fontana (Mayor) (Chairperson)

Cr. Gaetano Greco

Cr. Tim Laurence

Cr. Bo Li

Cr. Trent McCarthy

Cr. Steven Tsitas

Cr. Angela Vilella

Cr. Oliver Walsh

Cr. Julie Williams

2. APOLOGIES

3. DISCLOSURES OF CONFLICTS OF INTEREST

4. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS

Recommendation

That the Minutes of the Ordinary Meeting of Council held on 3 October 2016 be confirmed as a correct record of business transacted.

5. PUBLIC QUESTION TIME

In accordance with Council's Election Period Policy 2016, 'Public Question Time' is suspended and will **NOT** be held at this meeting.

6. CONSIDERATION OF REPORTS

6.1 FINANCIAL COUNSELLING PROGRAM

Author: Acting Manager Families, Diversity and Community Wellbeing

Reviewed By: Director Community Development

Report Background

This report is in response to the Council Resolution from the Council meeting on the 15 September 2014 and provides an update on the Generalist Financial Counselling services provided to Darebin residents as part of the service partnership with Kildonan Uniting Care.

Previous Council Resolution

At its meeting on the 15 September 2014, Council resolved:

'That Council:

- (1) Note this report on the Financial Counselling Program.*
- (2) Receives a further report in 12 months-time assessing the Darebin Kildonan Agreement to ensure it is serving the financial assistance needs of Darebin residents'*

Previous Briefing(s)

This matter has not previously been to a Councillor briefing.

Council Plan Goal/Endorsed Strategy

Goal Two: Healthy and Connected Community

Darebin Early Years Strategy 2011-2021

Summary

This report provides an update on the Generalist Financial Counselling services provided to Darebin residents as part of the service partnership with Kildonan Uniting Care. This service delivery model was implemented in July 2014 following a state wide review of the previous forty-two programs funded by Consumer Affairs Victoria (CAV). The expanded service model delivered by Kildonan Uniting Care enables a holistic, wide reaching and coordinated model of service provision to be delivered across the region. The model continues to support a large number of Darebin residents and has enabled residents to access financial counselling in an inclusive and effective manner.

Darebin Council will continue to work in partnership with Kildonan through the active promotion of the services available at Kildonan Uniting Care and referring eligible clients to their service site located at 648 High Street, Reservoir.

Recommendation

That Council note this report on the Financial Counselling Program.

Introduction

Darebin Council's Financial Counselling Program was previously delivered as a component of the Family Support Services Unit in the Family and Children Department, funded principally by Consumer Affairs Victoria. CAV provided funding to deliver Financial Counselling programs and the telephone information and referral program referred to as 'MoneyHelp'.

In August 2012, CAV reviewed the programs with the aim of developing an effective and efficient integrated service delivery model. Council was actively involved in this review. The review identified that service providers had a clear understanding of the principles of financial counselling; however the strength to which these principles translated into practice varied across service providers. As a result service provision across the state was inconsistent, ad-hoc and at times confusing for people accessing the service.

In response to the review the CAV proposed a new service model that:

- Integrated the state wide phone service and the community based funded agencies;
- Prioritised those Victorians who are experiencing financial difficulties who are most vulnerable and financially disadvantaged;
- Provided the sector with tools to assess, prioritise and refer in a consistent manner; and
- Defined key services, best practice indicators and referral pathways for the program.

The revised service model was implemented in July 2014.

Issues and Discussion

The new service model integrates all of the previous forty-two (42) programs funded by CAV, namely the Financial Counselling and MoneyHelp programs, to ensure complimentary service provision as well as a consistent, efficient and effective service delivery.

The service model reduced the number of funded service agreements across the State to seventeen (17) and aligns these with the service areas used by the Department of Health and Human (DHHS). CAV has a funding and service agreement with a single agency in each of these 17 DHS service areas to ensure coverage of all areas.

North Eastern Melbourne Catchment Lead Agency

Darebin City Council sits within the North Eastern Melbourne catchment which also includes the municipalities of Banyule, Nillumbik, Yarra and Whittlesea. CAV identified Kildonan Uniting Care as the Key Lead Agency in the North Eastern Melbourne catchment. In July 2014 funding for all Financial Counselling programs within this catchment was transferred to Kildonan Uniting Care for administration and management.

Darebin City Council and Kildonan Arrangement

In discussion with Kildonan Uniting Care, Council entered into a service partnership with the agency to ensure that Darebin residents continued to receive a high quality financial counselling service that was integrated with access to other support services. Council's role in the revised model was to actively promote the services available at Kildonan Uniting Care and refer eligible clients to Kildonan's service site located at 648 High Street, Reservoir.

Since the transition to the new model, Kildonan has continued to expand on the range of services provided to clients. In addition to Generalist Financial Counselling, Kildonan also offers an outreach service to the Aborigines Advancement League, Hospital Based Financial Counselling for parents of unwell children, home visits to clients in financial hardship referred by Utility Companies, and a No Interest Loan Scheme for those on low incomes or for those that require funds to re-establish themselves after leaving a family violence situation.

The Kildonan United Care program continues to be a program readily accessed by Darebin community members. In the 2015/2016 financial year Kildonan United Care provided financial counselling and support to just under 900 Darebin residents. The support was provided by a range of programs including Financial Counselling, Utility Visits, Microfinance and Kildonan's wrap around service 'CareRing'. CareRing provides clients with an extensive range of support services through a centralised, co-ordinated point of contact. The service is accessed by clients for a variety of reasons, with family violence a key factor in women's access to financial counselling programs.

The programs offered by Kildonan under the current model continue to provide significant support to Darebin residents, and are beyond the scope and capacity which Council could provide under the previous funding model. Further to this, Kildonan United Care programs such as CareRing support clients with a holistic model of support that aims to improve the clients overall economic and wellbeing outcomes.

Options for Consideration

That Council note the current service provision provided by Kildonan United Care and continue to actively promote this program to the community and refer eligible clients.

Financial and Resource Implications

There are no financial implications for Council associated with the provision of this program. The funding formerly allocated to the Generalist Financial Counselling program by the State Government has been redirected to Kildonan Uniting Care as the regional service provider.

Risk Management

There is minimal risk for Council associated with this program which is managed and coordinated by Kildonan United Care. Kildonan Uniting Care is funded by CAV as the Key Lead Agency for their ability to provide high quality, inclusive and professional financial counselling to the region.

Policy Implications

Economic Development

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

Environmental Sustainability

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

Human Rights, Equity and Inclusion

The Financial Counselling Program provides an inclusive and respectful service to families and individuals in the municipality with complex financial needs. The program works with all cultures, gender and sexual preferences, location, family type and socioeconomic circumstances.

Other

Access to financial counselling is often associated with and a symptom of other issues which impact on individuals and families' health and wellbeing, such as low income, unemployment or the experience of family violence. As a result, this partnership supports Council's broader objectives to address disadvantage and improve community wellbeing.

Future Actions

- Ongoing implementation of the service relationship between Darebin City Council and Kildonan Uniting Care for the provision of financial counselling to Darebin residents.

Consultation and Advocacy

- Kildonan Uniting Care
- Anglicare Victoria

Related Documents

- Council Minutes – 15 September 2014

Disclosure of Interest

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.

6.2 AGE-FRIENDLY VICTORIA DECLARATION

Author: Acting Manager Aged and Disability

Reviewed By: Director Community Development

Report Background

This report seeks Council's endorsement to sign the Age-Friendly Declaration (**Appendix A**).

Previous Council Resolution

This matter is not the subject of a previous Council resolution.

Previous Briefing(s)

This matter has not previously been to a Councillor briefing.

Council Plan Goal/Endorsed Strategy

- Active and Healthy Ageing 2011 – 2021 Vision: *“Council’s overall objective in the development of the Strategy and in its implementation over the ten year timeframe is to facilitate a Darebin Age Friendly City.”*
- Council Plan 2013 – 2017 (Goal 2: A Healthy and Connected Community) *“provide the opportunity for isolated residents to connect socially and physically to the wider community via access to social networks, active transport and safe and accessible public spaces and networks.”*

Summary

The Victorian Government report *‘Ageing is everyone’s business: a report on isolation and loneliness among senior Victorians’* highlights that at least ten per cent of Victoria’s older population experiences loneliness at any one time. In response the Age-Friendly Victoria initiative was launched to encourage active ageing and optimise opportunities for good health, social and community participation for Victorian seniors.

The initiative will deliver \$2.2 million over four years for age-friendly projects led by local government.

In addition the Victorian Government with the Municipal Association of Victoria (MAV) signed an Age-Friendly Declaration on 14 April 2016 (**Appendix A**). To date, ten Victorian Councils have signed the Declaration including Yarra and Nillumbik.

The Declaration outlines the seven commitments that directly correlate with areas of the Active and Healthy Ageing Strategy 2011 – 2021 and the Council Plan 2013 - 2017.

Recommendation

That Council reaffirms its commitment to an Age Friendly Darebin by signing the Age-Friendly Declaration attached to this report as **Appendix A**.

Introduction

On 14 April 2016 the Victorian Government released their report 'Ageing is everyone's business: a report on isolation and loneliness among senior Victorians.' The report highlights that at least ten per cent of Victoria's older population experiences loneliness at any one time. In response to this report the Age-Friendly Victoria initiative was launched.

Age-friendly communities encourage active ageing and optimise opportunities for good health, social and community participation for Victorian seniors. The initiative calls for the inclusion of older people, businesses and community leaders in planning for the needs of seniors and to enhance the quality of life for people as they age.

Issues and Discussion

The Age Friendly Declaration

The Declaration (**Appendix A**) is one action of the Aged Friendly Initiative and sets out seven commitments which support the following vision:

The vision of the Victorian Government and the Municipal Association of Victoria in signing this Declaration is for better state and local planning for the creation of age-friendly communities. This is the focus of our shared activities on common goals and directions.

If Council agrees to sign the declaration they will join the Victorian Government, the Municipal Association of Victoria (MAV), a number of agencies and ten Councils (including Yarra and Nillumbik) who have already signed the declaration. The full list of Age Friendly Declaration signatories are listed in **Appendix B**.

Completed Declarations are posted on a publicly accessible website titled the Age-Friendly Virtual Wall <https://www.seniorsonline.vic.gov.au/get-involved/age-friendly-victoria/age-friendly-virtual-wall>. This posting can be used by Council means to direct people to the Darebin website, as well as a platform for promotion of Council's services and support for older citizens.

If signed, the Declaration is returned via email with a brief description about Council including what Darebin is already doing to create an age-friendly community. Council will also receive information and resources to support continued efforts to create an age-friendly Darebin.

Links between the Declaration and Councils Current Plans and Strategies

The commitments outlined in the Declaration directly correlate with areas of the Active and Healthy Ageing Strategy 2011 – 2021 and the Council Plan 2013 - 2017. Examples include:

Age-Friendly Declaration	Active and Healthy Ageing Strategy 2011 - 2021
<p>Valuing stakeholder engagement and working together to promote and strengthen partnerships with peak bodies, community organisations, business, retailers and council-run facilities.</p>	<p>Strategic Policy Statement 5 Council Role: Community Capacity Facilitator</p> <ul style="list-style-type: none"> - The wellbeing of older people is inextricably linked to their engagement with others and Council's role in community capacity building will therefore aim to increase connectedness, partnership development and collaboration.

Age-Friendly Declaration	Active and Healthy Ageing Strategy 2011 - 2021
Supporting state and local planning processes to create age-friendly communities	Strategic Policy Statement 3 Council Role: Partnership Builder. <ul style="list-style-type: none"> - Council will develop internal structures to ensure a whole of Council approach to ageing. - Council will foster strategic alliances with other key service providers and community members in the implementation of an Age Friendly Darebin.

As such, these are areas that Council is already addressing in its commitment to an Age Friendly Darebin within current policies and resources.

Options for Consideration

1. Council signs and returns the Declaration.
2. Council does not sign the Declaration.

Financial and Resource Implications

The overall Aged Friendly initiative will deliver \$2.2 million over four years for age-friendly projects led by local government that Council can seek to apply for. Beyond this potential there are no financial or resource implications from the signing of the Declaration.

Risk Management

There are no risk issues associated with the signing of the Declaration.

Policy Implications

Economic Development

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

Environmental Sustainability

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

Human Rights, Equity and Inclusion

The signing of the declaration would reaffirm Council's support for older community members and supports the City of Darebin Equity and Inclusion Policy 2012-2015, the Access and Inclusion Plan 2015-2019, Darebin Human Rights Action Plan 2012-2015.

Other

There are no other factors which impact on this report.

Future Actions

If resolved Council will sign the Age-Friendly Declaration.

Consultation and Advocacy

- Marketing and Community Engagement Officer

Related Documents

- Age Friendly Victoria Declaration (**Appendix A**)
- Age Friendly Declaration signatories (**Appendix B**)

Disclosure of Interest

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.

6.3 PROJECT APPLICATIONS - SPORT AND RECREATION VICTORIA COMMUNITY SPORTS INFRASTRUCTURE FUND GRANTS 2017/2018

Author: Manager Leisure and Community Facilities

Reviewed By: Director Community Development

Report Background

The Sport and Recreation Victoria (SRV) Community Sports Infrastructure Fund (CSIF) is an annual State Government funding program that provides funding to Councils to support the development of community sporting facilities. It presents an opportunity to deliver sport and leisure infrastructure improvements at a reduced cost to Council. This report details the projects successful in progressing through to the full application stage and those which were unsuccessful and the proposed future actions.

Previous Council Resolution

At its meeting on 1 August 2016 Council resolved to:

‘.....

(2) *Submit applications to Sport and Recreation Victoria for the following categories and projects:*

- *Minor Facilities category – installation of sports field lighting systems at Bundoora Park and Pitcher Park*
- *Major Facilities category - redevelopment of Bill Lawry Oval pavilion*
- *Cricket Facilities category – redevelopment of Preston City Oval cricket practice nets*

.....

(4) *Receive a further report once the applications have been finalised.’*

Previous Briefing(s)

Councillor Briefing – Monday 11 July 2016

Council Plan Goal/Endorsed Strategy

- **Council plan 2013 – 2017** strategies - 2.6 Community health and fitness; and access to opportunities; 2.10 Social and physical connectedness; 2.13 equitable access for all; 2.15 equity in sport; 5.2 access and inclusion
- **Darebin Health and Wellbeing Plan 2013 – 2017** – Goal 4 – build healthy, safe and accessible places for people to play and connect; goal 5 protect and promote Darebin people’s physical health (5.3 – increase regular physical activity for all)
- **Darebin Leisure Strategy and Leisure Services Action Plan 2015 - 2020**

Summary

Advice was received from SRV that the sports field lighting projects from the Minor Facilities category were successful in progressing to the full application stage. These applications have now been finalised and lodged. Should both sports lighting applications be successful, Council will receive \$200,000 of grant funding. A co-contribution in the order of \$419,500 (ex. GST) will be required from Council's 2017/2018 capital works budget.

The redevelopment projects for the Bill Lawry Oval pavilion and cricket practice nets at Preston City Oval were not successful in progressing to the full application stage.

Council officers will further develop the Bill Lawry Oval pavilion project in consultation with club and sporting peak body stakeholders and look to submitting an application in the next round of the CSIF for projects commencing in 2018/2019.

The development of the cricket practice nets at Preston City Oval will be assessed alongside other potential projects when applications open for the next round of CSIF funding for projects that commence in 2018/2019.

Recommendation

That Council:

- (1) Notes that SRV grants present an opportunity to deliver Leisure infrastructure improvements at a reduced cost to Council.
- (2) Notes that two applications that were successful in proceeding to full application, and have now been lodged; these being the upgrade of sports field lighting systems at Bundoora Park and Pitcher Park.
- (3) Notes the required Council co-contribution of approximately \$419,500 and the obligation to include the required co-contribution to these projects in the 2017/2018 capital works budget if applications are successful.

Introduction

The SRV CSIF grants are an annual State Government grants program that provides funding to Councils to support the development of high quality community sporting facilities. Four projects were identified as most critical to increase participation in sport and physical activity, were strongly aligned to Council's strategic priorities and most likely to meet the criteria for funding for the 2017/2018 grants:

Major Facilities category

- Redevelopment of Bill Lawry Oval pavilion

Minor Facilities category

- Installation of sports field lighting system at Bundoora Park
- Installation of sports field lighting Pitcher Park

Cricket Facilities category

- Redevelopment of Preston City Oval cricket practice nets.

Project Proposals were submitted to the SRV, who are part of the Department of Health and Human Services (DHHS), for each project.

Issues and Discussion

Advice was received from DHHS in late July 2016 that the two sports field lighting projects from the Minor Facilities category were successful in progressing to the full application stage.

Preliminary lighting designs and independent cost estimates were completed by lighting consultants Irwinconsult. These were included to support the full application for each project. Both applications were submitted to DHHS on 30 August 2016. Details are as follows:

1. Pitcher Park sports field lighting upgrade – estimated total project cost of \$344,000. Club contribution of \$5,000 confirmed, required Council contribution of \$239,000. The cost estimate has been revised on the basis of the advice and amended design by Irwinconsult to minimise light spill and glare to neighbouring residents surrounding the park.
2. Bundoora Park (Snake Gully) sports field lighting upgrade – estimated total project cost of \$288,000. Club contribution of \$7,500 confirmed, required Council contribution of \$180,500. The cost estimate has been revised on the basis of technical advice and preliminary design by Irwinconsult.

Likely funding announcements and notification of outcomes for these two projects will occur around November 2016.

The redevelopment projects for the Bill Lawry Oval pavilion and cricket practice nets at Preston City Oval were not successful in progressing to full application. Feedback has been sought from SRV and Council officers will continue to further develop the Bill Lawry Oval pavilion project in consultation with club and sporting peak body stakeholders and look to submitting an application in the next round of the CSIF for projects commencing in 2018/2019. A design budget has been approved by Council as part of their 2016/2017 and design work is now underway. Council will be further briefed on progress and key developments.

The development of the cricket practice nets at Preston City Oval will be assessed alongside other potential projects when applications open for the next round of CSIF funding for projects commencing in 2018/2019.

Key points to note:

- Should both sports lighting applications be successful, Council will receive \$200,000 of grant funding. A co-contribution in the order of \$419,500 (ex. GST) will be required from Council's 2017/2018 capital works budget.
- Although to be confirmed, it is anticipated that potential external contributions towards the Bill Lawry Oval pavilion redevelopment may total over \$1 million. This includes a contribution of \$200,000 from the tenant clubs; \$650,000 from SRV (if the future application is successful); and up to \$500,000 from AFL Victoria and Cricket Victoria. This project presents an opportunity to attract significant external funding to invest in Council's facilities which require substantial upgrade.

Options for Consideration

- Council to consider approval of funding for projects as part of the 2017/2018 capital works budget process.

Financial and Resource Implications

Should both sports lighting applications be successful, Council will receive \$200,000 of grant funding. A co-contribution in the order of \$419,500 (ex. GST) will be required from Council's 2017/2018 capital works budget.

Risk Management

Risks will be identified, monitored and managed through risk management and mitigation plans for each respective project.

Policy Implications

Economic Development

Council endorsement to proceed with the projects identified above will result in increased opportunities for the Darebin community to participate in physical activity, healthier, happier and more productive communities.

Environmental Sustainability

Environmental sustainability considerations will be made in development of detailed plans for each project.

Human Rights, Equity and Inclusion

Whilst the major focus of the CSIF is to broadly increase participation in sport and recreation activities, improving access to those groups traditionally disadvantaged, including women and girls, young people, culturally and linguistically diverse (CALD) communities, indigenous people, people with a disability and people of low socio economic status, is also a significant priority and will be considered throughout project development and implementation.

Other

There are no other impacts related to this report.

Future Actions

- Funding announcements and notification of outcomes expected from DHHS from November 2016.
- Funding applications to Council's 2017/2018 capital works round to be submitted for consideration on the basis of grant outcomes.

Consultation and Advocacy

- The tenant sporting clubs - Parkside Sporting Club, Bundoora Junior Football Park and Bundoora Park Cricket Club are strongly supportive of these projects.

Related Documents

Council Minutes – 1 August 2016

Disclosure of Interest

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.

6.4 SPORTING FEES, CHARGES AND OCCUPANCY AGREEMENT POLICY IMPLEMENTATION UPDATE

Author: Manager Leisure and Community Facilities

Reviewed By: Director Community Development

Report Background

This paper provides Council with an update on the application and implementation of Darebin Sporting Fees, Charges and Occupancy Agreement Policy 2014 (**Appendix A**) in accordance with the Council resolution of 6 October 2014. It also responds to a Council resolution from the meeting held on 6 June 2016 relating to the policy's impact on micro clubs.

Previous Council Resolution(s)

At its meeting on 6 October 2014 Council adopted the Darebin Sporting Fees, Charges and Occupancy Agreement (SFCOA) Policy 2014 and resolved:

'That officers provide 6 monthly reports on outcomes and issues arising from the implementation of the policy.'

Further, at its meeting on 6 June 2016, Council resolved:

'That officers report back with a report on the costs and benefits to put in place extra fee relief for micro clubs.'

Previous Briefing(s)

1 February 2016, 16 May 2016 and 12 September 2016.

Council Plan Goal/Endorsed Strategy

Council Plan 2013–2017 - 2.6 Community health and fitness; and access to opportunities; 2.10 Social and physical connectedness; 2.13 equitable access for all; 2.15 equity in sport; 5.2 access and inclusion

Darebin Health and Wellbeing Plan 2013–2017 Goal 4 – build healthy, safe and accessible places for people to play and connect; Goal 5 – protect and promote Darebin people's physical health (5.3 – increase regular physical activity for all)

Darebin Leisure Strategy (2010–2020) and Leisure Services Action Plan 2015-2020

Summary

- Implementation of the Darebin Sporting Fees, Charges and Occupancy Agreement Policy commenced in 2014. The policy aims for transparency and equity in the levying of fees and is strongly focussed toward increasing participation and participant diversity.
- There have been significant increases in female and junior participation across many sports including cricket, Australian Rules football and soccer in the reporting period and more broadly during the Council's term of office.

- Establishment of a comprehensive database and standardised methods of data collection is a priority project for Leisure Services in 2016/2017 given the difficulties collecting and reporting accurate and meaningful participation data.
- Actions on the issue of additional support for micro clubs will focus on ascertaining clubs eligibility for existing support programs. Reclassification of de-commissioned sporting venues to community venues will also be investigated as a way to reduce access fees for smaller clubs.

Recommendation

That Council:

- (1) Note this six monthly report on the outcomes and issues arising from the implementation of the Sporting Fees, Charges and Occupancy Agreement policy.
- (2) Endorse updates to the Sporting Fees, Charges and Occupancy Agreement policy as detailed within the report.

Introduction

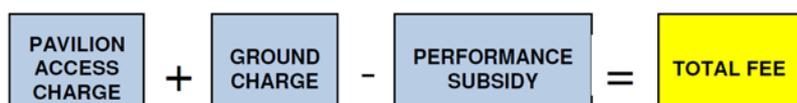
The Darebin Sporting Fees, Charges and Occupancy Agreement (SFCOA) Policy was adopted in October 2014. The broad objectives of the policy are:

- To provide greater transparency and correspondence between the fees that are levied and the venue facilities provided;
- To provide incentives for sporting clubs to achieve increased participation, social equity and inclusion, good governance and financial sustainability targets;
- To balance the need for sustainable and equitable revenue collection with incentives to achieve participation targets;
- To encourage shared use of sporting infrastructure by other community groups; and
- To reflect the organisation's capacity to generate revenue, and make sustainable payments for venue access, and to encourage capital co-contributions.

The fee structure for seasonal access and licence club access to Council sporting facilities is based on a Pavilion Access Charge (calculated at 0.15% of building's insurable value) and a Ground Charge (see Table 2 of policy document). Fees may be reduced by up to 50% pending application of a performance subsidy which is detailed in the SFCOA policy and is based on the following three principals:

1. Social inclusion and growth
2. Good governance
3. Council / community engagement

The diagram below shows how sporting facility fees are calculated:



Issues and Discussion

Participation and Inclusion

A key focus for Leisure Services has been to achieve greater equity for women and girls participation in organised sports. An integrated approach to increasing women's participation is underway. Since the current Council took office in 2012 there has seen significant increases in female and junior participation across many sports including cricket, Australian Rules football and soccer. Highlights from 2015/2016 include:

- Football Federation Victoria reported women's participation in soccer in Darebin was 9.4% higher than the state average in 2015. This is largely due to the success of the junior program at the Darebin Women's Sports Club growing to 280 participants.
- AFL Victoria reported a 46% increase in youth girls' Australian Rules football teams in our local competition, from 25 in 2015 to 41 in 2016. The Northern Football League has proposed an inaugural senior women's grade in 2017. The Darebin Women's Sports Club established a junior Auskick program in 2016 with 40 young participants.
- A women's cricket competition was established in the North Metro Cricket Association in 2015/2016. This saw the establishment of two women's cricket teams in Darebin. Eight clubs have expressed interest in fielding teams in the coming 2016/2017 summer season.

Collecting and reporting accurate and meaningful participation data has proven difficult. This is primarily due to the reliance on timely and accurate information from sporting clubs. Gaps in data provision have resulted in an incomprehensive baseline information database that does not allow meaningful data reporting and comparison.

Leisure Services will commence a data collection project in 2016/2017 to establish a more reliable baseline database and standardise collection methodology. Recently installed online club management software will assist in improving the process of collection, collation and reporting of participation data.

Collection of accurate and meaningful participation data is also difficult for traditionally marginalised groups such as socio-economic disadvantage, new and emerging communities, people with a disability and LGBTIQ people. This is complicated by privacy legislation requirements and reluctance by sporting clubs to potentially breach privacy laws if identifying and providing report data on these individuals or groups.

The SFCOA provides clubs with the opportunity to identify community engagement activities they undertake that support and encourage participation by marginalised groups. Examples of community engagement activities and events undertaken by clubs include White Ribbon, Pink Ribbon, and RU OK Day. Many clubs provide fee assistance for members under financial pressure, though are reluctant to formalise and report on these initiatives. Conducting community engagement activities assist clubs to become eligible for fee subsidies.

Performance Subsidies

Fee performance subsidies were accessed by 62% of winter seasonal clubs during the 2016 winter season. This presents an increase from approximately 40% of clubs who participated in this process in 2015.

Minor amendments have been made to performance criteria to better measure club performance (see **Appendix A**) and prioritise the participation of women and juniors; as well as engagement with Council and club involvement with community initiatives, such as White Ribbon Day.

Leisure Services officers will promote and advise clubs on how to improve their performance subsidy application via a club development workshop to be held in 2016/2017.

Issue – Impact on Micro Clubs

Currently only clubs who are incorporated and competing in a registered sporting competition are eligible for Council support under the SFCOA policy. In order to be eligible for the City of Darebin Community Grants program applicants must:

- Be an incorporated or formally recognised Not-for-Profit organisation / group
- Have a bank account with at least two signatories
- Supply current public liability insurance

Example - Australian Federation of Hellenic Gymnastics and Athletics Association

The Australian Federation of Hellenic Gymnastics and Athletics Association have requested Council support, claiming a limited capacity to raise revenue to cover access fees and utilities at the Leamington Street old netball pavilion. This Association and a number of other recreational and hobby clubs previously enjoyed nominal sporting fees under the previous fee structure.

Existing avenues for Council support such as the Community Support Program and Sporting Fees, Charges and Occupancy Agreement (SFOCA) policy performance subsidies have not previously been accessed by the Association. The Association's current governance structure and practices, incorporation status and insurance coverage are unclear.

Leisure Services has written to the Association requesting to meet with the committee to ascertain their eligibility for Council support through the Darebin Community Support Program or the SFOCA policy performance subsidy process.

As outlined above it is unclear if the Australian Federation of Hellenic gymnastics and Athletics Association comply with above conditions of respective Council funding programs.

The newly formed Leisure and Community Facilities Department will, in addition, investigate the feasibility of reclassifying the venue the Association occupies as a Community Facility. This may afford the group cheaper venue access, with the potential to add the netball pavilion to the list of facilities eligible for venue hire subsidy through the Darebin Community Support Program.

Summary of changes to the sporting fees, charges and occupancy agreement policy (2014)

Throughout the second year of implementation, the SFCOA policy has seen much social change enacted through sport. Minor updates to the policy are proposed as follows:

- Updated Casual access fees to reflect 2016–2017 prices (plus CPI).
- Inserted at clause 3.1 'Applicant must be registered with and play within a competition run or sanctioned by the relevant State Sporting Association (SSA).'
- Updated 'Ground charge schedule per season for sporting reserves in Darebin' to reflect 2016–2017 prices (plus CPI).
- Inserted at clause 3.5 'Council may re-classify grounds to Regional Level and levy the associated ground fees where facilities are required to be prepared to premier state level competition standards – i.e. (National Premier League (NPL), Victorian Football League (VFL) and Victorian Premier Cricket (VPC).'

- Updated table 3 'performance subsidy assessment criteria' to better measure club performance and prioritise the participation of women and juniors; as well as engagement with Council and club involvement with community initiatives, such as White Ribbon Day.
- Updated clause 4.1 to include reference to the online club management system, IMS.

Options for Consideration

- Council to endorse or reject the proposed updates to the Sporting Fees, Charges and Occupancy Agreement (SFOCA) policy.

Financial and Resource Implications

The recommended actions in this report will be undertaken with existing resources.

Risk Management

No significant risks have been identified in relation to proposed actions in this report.

Policy Implications

Economic Development

There are no Economic Development impacts related to this report.

Environmental Sustainability

There are no Environmental Sustainability impacts related to this report.

Human Rights, Equity and Inclusion

The Equity and Inclusion Planning and Audit Tool (EIPAT) was applied in the development of the policy. The policy is strongly focussed on broadening diversity in organised sport.

Other

There are no other factors which impact on this report.

Future Actions

- Council officers to meet with the committee of the Australian Federation of Hellenic Gymnastics and Athletics Association to determine eligibility for further support.
- A club development workshop to be conducted in 2016/2017 to assist clubs with completing successful applications for performance subsidies and grants.
- Officers will report back to Council in April 2017 as to the continued effects of the SFCOA Policy.

Consultation and Advocacy

- Community Development Officer
- Aged and Disability
- Leisure Planning and Policy Officer
- Coordinator Leisure Services

Related Documents

- Darebin Sporting Fees, Charges and Occupancy Agreement Policy (**Appendix A**)
- Council Minutes – 6 October 2014 and 6 June 2016

Disclosure of Interest

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.

6.5 SPRINGTHORPE ESTATE RESIDENTIAL PARKING PERMIT POLICY

Author: Acting Manager Transport and Public Places

Reviewed By: Director Future City and Assets

Report Background

In May 2016, the Springthorpe Owners Corporation wrote to Council seeking the development of a car parking policy for the Springthorpe Estate. The policy was considered necessary by the Owners Corporation to address the following issues:

- Parking pressures being externally generated.
- The need to ensure all residents are able to access on-street parking.
- Nearby developments, together with increases in university staff and student numbers, will continue to generate a significant impact on traffic volume, road safety and car parking in the area.

Further to the above, the Owners Corporation considered that a parking policy could include time restricted parking in affected areas of the Estate and a review of existing access to parking permits for residents. In developing the policy, the Owners Corporation has identified that the process would require:

- Consultation with residents in order to canvas options and co-develop the best possible solutions.
- Consideration of a Council budget submission to fund the implementation strategy.

This report considers the need for a specific parking policy for the Springthorpe Estate and the process that would be followed in developing one.

Previous Council Resolution

This matter is not the subject of a previous Council resolution.

Previous Briefing(s)

Council briefing 12 September 2016

Council Plan Goal/Endorsed Strategy

Development of a Residential Parking Permit Policy relates to Council Plan Goal of Sustainable and Resilient Neighbourhoods.

Summary

Treatments to address parking concerns within the Springthorpe Estate have been to install 'No Stopping' and timed parking restrictions. This approach has simply relocated the parking issues. Implementing timed restrictions, coupled with Darebin's existing parking permit policy, has not been able to meet the needs of that community.

In response to ongoing parking challenges and a submission by the Springthorpe Owners Corporation, this report proposes the creation of a Residential Parking Permit Policy for the Springthorpe Estate.

This policy would be developed in conjunction with the Springthorpe community to identify appropriate restrictions and access to permits. It is anticipated that a new parking policy for the Springthorpe Estate would improve safety and amenity in the area.

Recommendation

That Council develop a Springthorpe Estate Parking Policy in line with the future actions described in this report.

Introduction

The Springthorpe Owners Corporation has requested a tailored residential parking permit policy for the Springthorpe Estate. The Owners Corporation hopes that a parking policy would address ongoing concerns of residents regarding the ongoing intrusion of non-local vehicles associated with Latrobe University and the resultant declining availability of on-street parking. Figure 1 shows the Latrobe University campus and Springthorpe Estate.

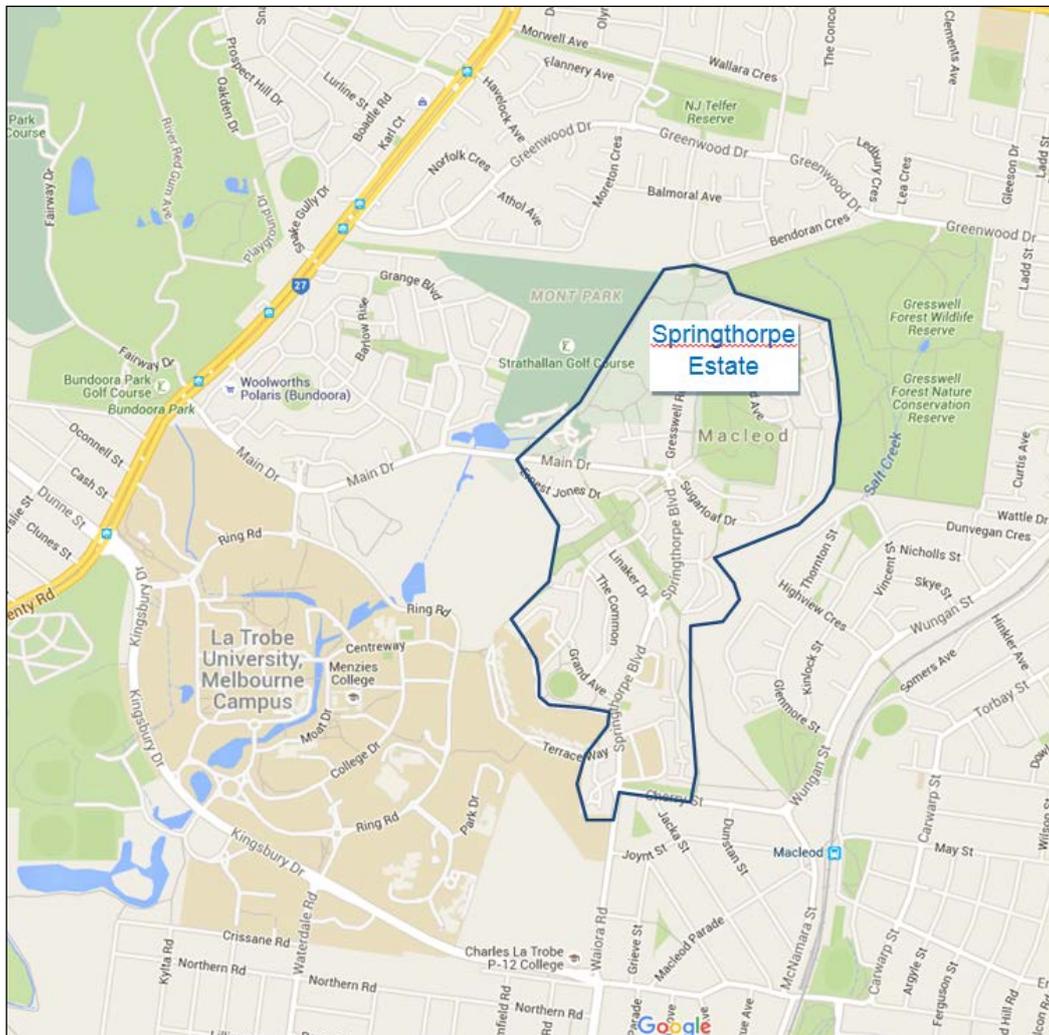


Figure 1: Map of Springthorpe Estate

There have been numerous attempts to address intrusive parking from La Trobe University and its associated uses through various parking restrictions. Previous treatments have included:

- 'No Stopping' signs on both sides of Main Drive between Ernest Jones Drive and Springthorpe Boulevard.
- 'No Stopping' parking restrictions in the south side of Ernest Jones Drive between Main Drive and Linaker Drive.
- 'No Stopping' parking restrictions in Ernest Jones Drive near Grand Avenue.

However, these treatments have relocated the issue to other streets in the area. As a result, a request has been received from the Springthorpe Owners Corporation for the creation of a specific residential parking policy and management plan for the Springthorpe Estate to address this issue holistically.

In order to develop a policy, it is expected that a range of community engagement sessions would need to be undertaken to determine the extent of any parking measures and how access to permits would be managed to ensure that the policy would resolve the existing issues and suit residents' needs.

Issues and Discussion

The following provides an appraisal on need and considers the potential for an area specific parking policy to create an unmanageable precedent and proposes a number of next steps that would be taken to develop a policy in conjunction with the community.

Need for a Policy

Council received numerous complaints and concerns from the community in relation to intrusion of non-local vehicles parking within the local Springthorpe Estate roads. These concerns have been associated with both loss of access to on-street parking for residents and safety concerns resulting from vehicles parking inappropriately.

To address these concerns, a variety of parking restrictions were implemented. These have simply relocated the issues to other locations and staff and students from Latrobe University have continued to park in many of the surrounding residential streets. This problem is exacerbated by the free Latrobe University 'Glider' bus that circulates through the Estate picking up students and staff, enabling people to park in a number of locations around the bus stops.

The proximity of the Springthorpe Estate to Latrobe University represents a unique set of circumstances that is not replicated within Darebin. Unlike most areas of Darebin where parking pressure is created through incremental development within the individual streets, these demands are externally generated and without these demands, sufficient parking would exist for all dwellings within the Estate (including townhouses and apartments). On this basis, it is considered that there is merit in developing a specific parking policy to address these challenges for the Springthorpe Estate.

Does this create a precedent?

The development of individual parking policies for individual areas across Darebin is not preferred as it would be extremely time consuming to establish and challenging to administer. There may also be confusion for the community in relationship to what policy applied to their particular area.

The establishment of a unique parking policy for the Springthorpe Estate is not considered to create an unusual precedent by which other neighbourhoods would request a variation from the broader policy. The unique characteristics of this estate, through its proximity to a major educational facility and limited internal growth, represent an individual set of circumstances not replicated across the municipality.

It is considered that challenges experienced in other parts of the municipality could be addressed through standard management techniques and the existing parking policy.

Development of a policy

In developing a specific policy for the Springthorpe Estate, the following activities are proposed:

- Residents to be notified about the outcome of this report.
- In conjunction with the Springthorpe Owners Corporation, undertake a series of workshops to develop draft policy including the location and type of parking restrictions and access to residential permits.
- Advise residents of the draft policy and seek feedback.
- Update the policy to reflect feedback received.
- Seek Council endorsement of the Policy.
- Install parking restriction in line with policy and issue residential parking permits as necessary.
- Enforce restrictions within the Estate.

Options for Consideration

Option 1 – do nothing

Council could opt not to develop a parking policy for the Springthorpe Estate. This is likely to result in ongoing parking challenges for the community with either an ongoing intrusion of non-local traffic or parking being prohibited to existing townhouse / apartment occupants as they would not get access to resident permits under the existing policy.

Option 2 – create specific policy (recommended)

As described in this report, the creation of a specific parking policy for the Springthorpe Estate would allow Council, in collaboration with the community, to develop a policy that address the unique circumstances faced.

Option 3 – amend existing Municipal policy

Council could consider revising the existing municipal - wide policy to reflect the needs of the Springthorpe community. This option is not preferred as any alterations to the existing policy should be done through extensive consultation with broader municipality and it is unlikely that this approach would result in an outcome that could address the issues occurring within the Springthorpe Estate.

Financial and Resource Implications

There are no financial or resource implications at this time. Any measures required to act on a new policy would be referred to the 2017/2018 budget process where necessary.

Risk Management

There are minor risks involved with consulting the community, implementation of parking restriction signs and enforcement. These issues can be managed in line with Council's risk management framework.

Policy Implications

Economic Development

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

Environmental Sustainability

A Springthorpe Estate Residential Parking Permit Policy may reduce the number of staff or students driving to La Trobe University. Therefore, this may impact positively on the choice of sustainable transport modes.

Human Rights, Equity and Inclusion

There are no factors in this report which impact on human rights, equity and inclusion.

Other

There are no other factors which impact on this report.

Future Actions

- Residents to be notified about the outcome of this report
- Development of Springthorpe Residential Parking Permit Policy in collaboration with Springthorpe Owners Corporation
- Take Policy to Council for endorsement.
- Engage the Residents of Springthorpe Estate on the location and type of parking restrictions in their streets
- Install timed parking restriction area
- Residential parking permits to be made available to residents in Springthorpe Estate in line with the endorsed policy
- Traffic enforcement in the Estate.

Consultation and Advocacy

Springthorpe Owners Corporation and residents of the Estate will be consulted in the development of a new policy and any future changes to parking restrictions.

Related Documents

- Council Minutes 21 July 2008, 4 May 2009, 19 April 2010, 4 June 2012, 3 September 2012, 4 February 2013, 2 April 2013 and 15 September 2014.

Disclosure of Interest

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.

6.6 PROCUREMENT POLICY

Author: Coordinator Procurement and Contracting

Reviewed By: Director Civic Governance and Performance

Report Background

In accordance with section 186A (7) of the *Local Government Act 1989* (the Act) there is a requirement for Council, on an annual basis, to review the procurement policy.

The current policy and guidelines were endorsed by Council dated 23 November 2015.

A recent review of those policy and guidelines enables Council to adopt a streamlined and efficient approach to the way in which procurement is undertaken at Darebin Council and incorporates the Darebin Industry Participation Policy principles.

Previous Council Resolution

This matter is not the subject of a previous Council resolution.

Previous Briefing(s)

This matter has not previously been to a Councillor briefing.

Council Plan Goal/Endorsed Strategy

Goal 6 – Open and Accountable Democracy

Summary

On an annual basis Council is required to review its procurement policy and submit it to Council for approval.

The report sets out the amendments made to the previous procurement policy dated November 2015.

Recommendation

That Council:

- (1) Note the outcomes of the procurement policy review.
- (2) Adopt the City of Darebin Procurement Policy October 2016, as required under section 186A of the *Local Government Act 1989*, attached as **Appendix A** to this report.

Introduction

In accordance with section 186A (7) of the *Local Government Act 1989* (the Act) there is a requirement for Council, on an annual basis, to review the procurement policy.

Issues and Discussion

The attached policy excludes the guidelines, which form a detailed framework for procurement processes across Darebin Council and therefore allows the guidelines to continually evolve as new operational processes are adopted or new systems introduced, without impact on the policy.

Changes to the Procurement Policy include:

Item 3.2 – Inclusion of Gifts and Hospitality section

Item 4.3 – Inclusion of PAC approval for Procurement Policy Exemptions prior to financial delegation approval.

Item 4.5 – A reduction in categories not requiring a purchase order

The policy continues to meet all requirements of the Act and defines the following key areas:

- Policy compliance and controls
- Governance
- Methods of undertaking procurement
- Purchasing thresholds
- Probity
- Financial delegations
- Purchase orders
- Local business framework
- Contract variations

Options for Consideration

Nil

Financial and Resource Implications

The policy will support Council's financial plan by ensuring procurement activities are undertaken in a consistent and appropriate manner. By adopting best practice principles, the policy will enhance the achievement of objectives in value for money which in turn will ensure public monies are spent in the best interest of the community and generating support for the local economy and the wider community.

Risk Management

Nil

Policy Implications

Economic Development

The procurement policy continues to include the following, which will be taken into consideration, where appropriate, with all procurement activities.

- Local Business Framework
- Darebin Industry Participation Policy

Environmental Sustainability

The procurement policy continues to include the following, which will be taken into consideration, where appropriate, with all procurement activities.

- Environmental Purchasing Code

Human Rights, Equity and Inclusion

The procurement policy continues to include the following, which will be taken into consideration, where appropriate, with all procurement activities

- Corporate Social Responsibility
- Disability Access and Inclusion Policy

Other

There are no other factors which impact on this report.

Future Actions

- The amended Procurement policy (including links to other related policies) is uploaded onto the intranet for internal use.
- Procurement policy uploaded on Council's internet for public access and be made available at Customer Services Centres.
- The policy be reviewed and reported to Council annually.
- Continued assistance to local business and employment by promoting economic activity in collaboration with the Business Development team.

Consultation and Advocacy

- Chief Executive
- Executive Manager City Growth

Related Documents

- *Local Government Act 1989*
- Darebin Industry Participation Policy
- Local Business Framework
- Environmental Purchasing Code
- Disability Access and Inclusion Policy
- Contract Guidelines
- Procurement Guidelines
- Excellence in Governance @ Darebin, Code of Conduct

Disclosure of Interest

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.

6.7 ANNUAL REPORT 2015/2016

Author: Coordinator Council Plan and Performance

Reviewed By: Director Civic Governance and Performance

Report Background

The *Local Government Act 1989* and regulations require each Council in Victoria to prepare an Annual Report for each financial year containing a report of operations and audited standard, financial and performance statements.

The Minister for Local Government was provided a copy of the Annual Report on Thursday 15 September 2016. Within one month of providing the Minister with a copy of the Annual Report, Council must also present their Annual Report at a Council meeting. Council resolved 'in principle' to endorse the Statements and authorised two councillors to sign the statements post audit committee – Council Meeting 5 September 2016.

Previous Council Resolution

There are no previous Council resolutions relating to this item.

Previous Briefing(s)

Nil

Council Plan Goal/Endorsed Strategy

Goal 6 - Open and Accountable Democracy

Summary

The 2015/2016 Annual Report includes information relating to:

- Council's progress against the goals, priority actions and performance indicators contained in the Council Plan 2013 – 2017, over the course of 2015/2016.
- Council's financial performance for the 2015/2016 financial year, which is documented in the audited standard, financial and performance statements.
- Council's performance against the performance measures included in the Local Government Performance Framework.
- A comprehensive review of Council's operations carried out during the financial year.
- Information about the City of Darebin Councillors and committees.
- Corporate governance and other statutory information.

Recommendation

That Council:

- (1) Note the City of Darebin Annual Report 2015/2016, attached at **Appendix A**.
- (2) Note the Annual Report was submitted to the Minister for Local Government on 15 September 2016.

- (3) Note a copy of the Annual Report 2015/2016 was made available for public inspection at the Customer Service Centre two weeks prior to this meeting, compliant with section 133(2) of the *Local Government Act 1989*.
 - (4) Note in compliance with section 134(2)(b) of the *Local Government Act 1989* a Public Notice featured in The Age, 17 September 2016, Preston Leader, 20 September 2016, and Northcote Leader 21 September 2016, advising the Annual Report will be discussed at the Council meeting of 3 October 2016 and the place where copies of the Annual Report can be obtained.
 - (5) Note the Annual Report has been presented to Council within one month of providing the Annual Report to the Minister for Local Government, satisfying section 134(2)(a) of the *Local Government Act 1989*, and Section 22(1) of the Local Government (Planning and Reporting) Regulations 2014.
 - (6) Note this report was prepared in accordance with all relevant legislation including the *Local Government Act 1989*, the *Local Government Amendment (Performance Reporting and Accountability) Act 2014*, and the Local Government (Planning and Reporting) Regulations 2014.
-

Introduction

The 2015/2016 City of Darebin Annual Report (including audited financial and performance statements) is being presented to Council for noting.

Issues and Discussion

A Public Notice alerting the community to the completion of the Annual Report appeared in The Age newspaper on Saturday 17 September 2016, the Preston Leader on 20 September 2016 and the Northcote Leader 21 September 2016. The Annual Report has been available for inspection at Darebin's Preston customer service centre since Friday 16 September 2016.

A summary of the information contained within the 2015/2016 Annual Report is provided below:

- Highlights summary that provide a list of achievements of 2015/2016 organised by Council Plan goal.
- Our strategic framework – introduces the Darebin Council Plan 2013 – 2017 which outlines our key priorities and actions over four years.
- About Darebin – provides an overview of the key demographic and statistical features of the City of Darebin.
- Messages from key staffers – contains a reflection of the year from the Mayor and Chief Executive, as well as a financial summary.
- The Council – provides information about Darebin's Councillors and the wards they represent.
- Workplace report – outlines Darebin's workforce and workplace policies and procedures.
- Operational report – outlines Council performance against the six Council Plan goals, priority actions and performance indicators for 2015/2016. This section also contains speciality reports on the environment, diversity, technology, consultation and engagement, and advocacy.
- Corporate governance – provides comprehensive corporate information on a number of areas including Councillors, committees, audits, documents for inspection and

freedom of information. This section also contains the Governance and Management Checklist and the results of our performance in accordance with the Local Government Performance Reporting Framework.

- Statutory reports – prescribed information that is required by Parliamentary Acts, Regulations and Ministerial directions.
- Financial and Performance Statements – details Council's financial situation, contains statements audited by the Victorian Auditor General and a copy of his audit opinion.

The City of Darebin Annual Report 2015/2016 is currently being graphically designed and professionally printed and will be available from late October 2016.

Options for Consideration

Financial and Resource Implications

Production and printing of the City of Darebin Annual Report 2015/2016 will be completed within the Civic Governance and Performance operational budget.

Risk Management

Much of the content as well as the submission date of the Annual Report is prescribed in the *Local Government Act 1989*. The attached document has been checked as compliant with the required regulations as part of general risk management process.

Policy Implications

Economic Development

The Annual Report 2015/2016 reports on economic development activities undertaken by Council during the financial year. In particular, Council Plan Goal One 'Vibrant city and innovative economy' comprehensively summarises economic development activities and achievements in the City during 2015/2016.

Environmental Sustainability

Some Local Governments choose not to print their Annual Report for environmental reasons. Darebin Council has chosen to print the Annual Report 2015/2016 in an attempt to keep the document accessible to the whole community. This also enables us to provide hard copies upon request, as is preferred by the Municipal Association of Victoria. The Annual Report will be printed on recycled paper and print runs will be limited to reduce waste.

The preferred method of distribution for the Annual Report 2015/2016 is via our website, where the document is available for download.

Human Rights, Equity and Inclusion

Language translations, Multilingual Telephone Line details, and National Relay Service information is listed on the back cover of the Annual Report. The Annual Report is available in hardcopy and electronic format, in an attempt to make it accessible to, Councillors and all members of the Darebin community.

This document has applied the Equity and Inclusion Planning and Audit Tool (EIPAT), which considers accessibility for various population groups.

Other

The Annual Report 2015/2016 fulfils the requirements of the *Local Government Act 1989*, the *Local Government Amendment (Performance Reporting and Accountability) Act 2014*, and the Local Government (Planning and Reporting) Regulations 2014.

Future Actions

Council officers have commissioned a graphic designer to work on preparing a public version of the Annual Report document and it is planned to promote the report more widely (i.e. post it on internet, the graphically designed document made available at Customer Service Centres, promoted through Council's social media channels, etc.)

A letter will be sent to the Minister for Local Government advising when the graphically designed and printed report is available.

Consultation and Advocacy

Please see each individual report for the staff consulted. Each report was compiled by the relevant responsible officer, department manager and director.

Related Documents

- City of Darebin Annual Report 2015/2016 (**Appendix A**)
- Council Meeting Minutes – 5 September 2016

Disclosure of Interest

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.

6.8 2015/2016 ANNUAL SUMMARY OF DAREBIN COMMUNITY SURVEY

Author: Coordinator Community Engagement and Demographics

Reviewed By: Director Civic Governance and Performance

Report Background

The Darebin Community Survey has been commissioned by Council since 1999 and examines the levels of community satisfaction with a range of services and programs conducted by Council. Since March 2007 the survey has been conducted quarterly.

The Community Survey was implemented as part of the Best Value Principles legislative requirement in the *Local Government Act 1989* under section 208B. It is a survey conducted on behalf of Council to regularly assess the community's perceptions throughout each year.

Previous Council Resolution

An Annual Summary is presented to Council every year. The following resolution was made by Council for last year's Annual Summary.

At its meeting held on 21 September 2015, Council resolved:

'That Council note and endorse the 2014/2015 Annual Summary of the Darebin Community Survey attached as Appendix A to this report'.

Previous Briefing(s)

The 2014/2015 Annual Summary of Darebin Community Survey was presented at the Council Briefing Session on 14 September 2015.

Councillor briefing – 3 October 2016.

Council Plan Goal/Endorsed Strategy

This report relates to the Council Plan goal of 'Open and Accountable Democracy' and the Community Engagement Strategy which aims to implement Darebin's Community Engagement Framework.

Summary

The Darebin Community Survey is conducted quarterly and provides Council with a comprehensive analysis of the community's perception of Council's performance in a broad range of services and facilities as well as overall. The survey also measures satisfaction with particular aspects of governance and leadership, customer service, community safety and the community's perception of Council as an organisation.

A section in the survey is also included which enables Council to ascertain the issues that the community perceives to be important and gauge awareness level of advocacy campaigns and local improvements.

The community survey measures indicators from the Council Plan and Local Government Performance reporting Framework.

This paper provides the summary of the 2015/2016 annual results, which is the first year with the increased quarterly sample size of 250 respondents.

Recommendation

THAT Council note and endorse the 2015/2016 Annual Summary of the Darebin Community Survey summary report attached as **Appendix A**.

Introduction

The Darebin Community Survey is a door-to-door quarterly interview style questionnaire survey which combined, provided data from 1,000 Darebin households in 2015/2016.

A sample size of 250 residential households is surveyed every quarter which is made up of approximately 30 surveys from each of the eight planning precincts within the municipality.

The survey provides an analysis of detailed issues relating to specific Council services and the flexibility of the methodology allows quarterly changes to sections of the survey.

The annual summary also enables scrutiny of responses according to demographic factors like age, language spoken, and location of residence.

A review of the Community Survey Program was undertaken in 2014 which resulted in changes to the structure. The new structure aims to monitor service areas which are considered the most important by the community, and be more beneficial for Council operations and service improvement.

Issues and Discussion

Key findings from 2015/2016 Annual Summary

The following results are described as average (mean) scores from 0-10, where scores less than 5.5 are categorised as 'very poor' and scores of 7.75 and above are categorised as 'excellent'

The following are key findings from the Annual Summary:

Overall Performance

- Darebin's overall performance score in 2015/2016 decreased from the previous year, from 6.91 to 6.69.
- Darebin Council's overall performance score in 2015/2016 was 6.69, which compares favourably to the metropolitan Melbourne average results from the 2016 Governing Melbourne Survey and the 2016 Local Government Satisfaction Survey.
- Governing Melbourne is a survey conducted by Metropolis Research Ltd with a sample of 1000 respondents drawn in equal numbers from all Councils in Greater (metropolitan) Melbourne. Local Government Satisfaction Survey is a State Government coordinated survey that enables Councils to collectively measure community satisfaction across various areas and measure statutory indicators.
- Darebin's overall performance score for 2015/2016 is also the same as the overall performance score of Nillumbik Shire Council which is the least disadvantaged Council in the Greater Melbourne Region.

Satisfaction with Governance and leadership aspects

- Satisfaction ratings with all Governance and Leadership aspects have decreased from the previous year. The decrease in satisfaction for 'Services inclusive of LGBTIQ residents' was statistically significant.
- Darebin's 2015/2016 scores for the Local Government Performance Reporting Framework (LGPRF) indicators 'Community consultation and engagement' and 'Making decisions in the interests of the community' were higher than the metropolitan Melbourne average scores for these indicators from the 2016 Local Government Satisfaction Survey, 5.80 and 5.90 respectively.

Satisfaction with Council Services and Facilities

- Satisfaction with 'Maintenance of parks and open spaces' has decreased from the previous year but has increased with the other eight services and facilities that are measured quarterly. The increases with 'Weekly garbage collection', 'Footpath maintenance and repairs', and 'Arts and culture' were statistically significant.
- Satisfaction ratings with six of the nine services and facilities that are measured twice a year have increased from the previous year and fell with the remaining three. None of the increases or decreases were statistically significant.
- Darebin's 2015/2016 score for LGPRF indicator 'Condition of sealed local roads' was higher than the metropolitan Melbourne average score of 6.7 from the 2016 Local Government Satisfaction Survey.

Traffic and Parking

Traffic and Parking aspects were measured twice in 2015/2016 as part of the new survey program.

- Satisfaction ratings with two of the six traffic and parking aspects have increased from the previous year and have decreased with the remaining four.

Planning and Housing Development

Planning and Housing Development aspects were measured twice in 2015/2016 as part of the new survey program.

- Satisfaction ratings with two of the six planning and housing development aspects increased from the previous year and have decreased with the remaining four.

Customer Service

Satisfaction rating with 'Darebin website' has increased from the previous year but has decreased with the other five customer service aspects. However, none of these increases or decreases was statistically significant. It should be noted that 'Darebin website' was rated by only 11 residents over the year.

- Residents from non-English speaking households were less satisfied than residents from English speaking households with the four aspects that were compared.

Community Safety

- Darebin's 'Safety during the day' score for 2015/2016 (8.45) was higher than the previous year but about the same as the 2016 greater Melbourne (metropolitan Melbourne) average (8.48).
- The 2015/2016 Darebin 'Safety at night' score (6.93) was higher than the previous year and slightly higher than the greater Melbourne (metropolitan) average (6.79).

Council as an organisation

- The three statements about Council that residents most commonly agreed with have remained the same from the previous year. These are: 'Provides important services', 'Is trustworthy and reliable' and 'Progressive and "up to date"'.

Issues for Council

Council advocacy campaigns and Improvements in the local area

The two questions which were introduced in the community survey under the section 'Issues for Council' as part of the new structure were: "*Can you please list any Council advocacy campaigns of which you are aware?*" and "*What, if any, improvements have you noticed in your local area in the last twelve months?*"

- A total of 158 Council advocacy campaigns were mentioned by the community in 2015/2016.
- A total of 502 responses were received from the community identifying improvements noticed in the local area in the last twelve months in 2015/2016.
- The most commonly identified improvements related to 'Parks, gardens and open space maintenance', 'Street trees' and 'Roads maintenance and repairs'.

Top issues for Council to address

The community survey explores issues experienced by Darebin residents through the question: *Can you please list what you consider to be the three most important issues for Council to address in the next twelve months?*

- A total of 1,445 issues were mentioned in 2015/2016 and categorised into areas.
- The most commonly identified issue was 'Traffic Management' (24.2% of respondents). The average percentage for 2015/2016 was lower than the previous year.
- The second highest identified issue was 'Building, Planning, Housing and Development' (16.9% of respondents). The average percentage for 2015/2016 was higher than the previous year.
- The third highest identified issue was 'Parking' (7.5% of respondents). The average percentage for 2015/2016 was lower than the previous year.
- The precinct analysis of these issues shows that seven of the eight precincts identified 'Traffic Management' as the highest issue. Thornbury was the only precinct that did not identify 'Traffic Management' as the highest issue.
- All precincts except Reservoir East mentioned the three most commonly identified issues in their top ten issues.
- Respondents who identified the top three issues had a noticeably lower satisfaction rating of overall performance than the municipal average, particularly those who identified 'Building, Planning, Housing and Development' as an issue.

Options for Consideration

The 2015/2016 results show that Council's overall performance has decreased from the previous year. However, the overall performance score remains comparatively favourable to the metropolitan Melbourne average results from the 2016 Governing Melbourne Survey and the 2016 Local Government Satisfaction Survey.

The decrease in Darebin's Governance and Leadership aspects should be considered when making significant decisions in the next year.

Satisfaction with services and facilities are tracking consistently, however, the decrease in satisfaction with customer service should be noted.

The top three issues that the community considers the most important and should be addressed by Council in the next 12 months are: 'Traffic Management', 'Building, Planning and Housing Development' and 'Parking'.

Financial and Resource Implications

The allocated budget for the 2015/2016 community survey program is \$53,000. This includes the funds received from the new initiative application to increase the quarterly sample size to 250.

Risk Management

There were no risks involved with the 2015/2016 Darebin Community Survey Program.

Policy Implications

Economic Development

Aside from measuring the level of community satisfaction with maintenance of shopping areas and gauging community perception on Council's business development programs and services, the Darebin Community Survey program has no direct economic development implications.

Environmental Sustainability

Apart from measuring the level of satisfaction with, and community support for Council's environmental programs and services, the Darebin Community Survey program has no direct environmental implications.

Human Rights, Equity and Inclusion

Some groups are harder to access in opinion surveys, including homeless people, people with lower English proficiency and Aboriginal and Torres Strait Islander people. To ensure the Darebin Community Survey reflects Darebin's diversity as much as possible, survey participants are supported through the use of interpreters and multilingual staff.

Other

In its Council Plan, Darebin makes a commitment to provide regular and accurate reporting to the community. The Community Survey Program measures 14 of the Council Plan performance indicators. A further commitment is made to undertake meaningful community engagement and research. Council's community satisfaction survey supports these commitments.

Future Actions

- The next quarterly survey will be conducted in December 2016.

Consultation and Advocacy

None

Related Documents

- 2015/2016 Annual Community Survey Summary Report (**Appendix A**)
- Council Minutes – 21 September 2015

Disclosure of Interest

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.

**7. CONSIDERATION OF RESPONSES TO NOTICES OF MOTION
AND GENERAL BUSINESS**

Nil

8. NOTICES OF MOTION

Nil

9. URGENT BUSINESS

10. GENERAL BUSINESS

Nil

11. PETITIONS

12. RECORDS OF ASSEMBLIES OF COUNCILLORS

12.1 ASSEMBLIES OF COUNCILLORS HELD

An Assembly of Councillors is defined in section 3 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:

- Darebin Bicycle Advisory Committee – 24 May 2016
- Darebin Bicycle Advisory Committee – 23 August 2016
- Councillors Strategic workshop – 5 September 2016
- Bundoora Homestead Board of Management Workshop – 10 September 2016
- Councillor Briefing Session – 12 September 2016
- Councillors Strategic workshop – 19 September 2016

Recommendation

That the record of the Assembly of Councillors held on 24 May, 23 August, 5, 10, 12 and 19 September 2016 be noted and incorporated in the minutes of this meeting.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Darebin Bicycle Advisory Committee
	Date:	Tuesday 24 May 2016
	Location:	Function Room, Darebin Council Offices
PRESENT:	Councillors:	Cr. Bo Li
	Council Staff:	Melanie Del Monaco, Che Sutherland
	Other:	Representatives of the Darebin Bicycle Advisor Group.
APOLOGIES:		

The Assembly commenced at approximately 7.40 pm
(Cr. Li arrived part way through meeting)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	St Georges Rd principles	No disclosures were made.
2	Level Crossings in Darebin Update	No disclosures were made.
3	Chandler Highway Update	No disclosures were made.
4	Tyler Street contraflow	No disclosures were made.
5	Capital Projects update	No disclosures were made.
6	Cycle Training Courses update	No disclosures were made.
7	Be Bright at Night Campaign	No disclosures were made.
8	Bikes on buses trial	No disclosures were made.
9	Active Paths launch	No disclosures were made.
10	St Georges Rd Counter weblink	No disclosures were made.
11	Darebin Climate Forum – 15 June	No disclosures were made.
12	Resilient Melbourne	No disclosures were made.
13	Victoria Cycling Strategy Update	No disclosures were made.

The Assembly concluded at 8.40 pm

RECORD COMPLETED BY:	Officer Name:	Melanie Del Monaco
	Officer Title:	Acting Sustainable Transport Officer



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Darebin Bicycle Advisory Committee
	Date:	Tuesday 23 August 2016
	Location:	Conference Room, Darebin Council Offices
PRESENT:	Councillors:	Cr. Bo Li
	Council Staff:	Anna Haygreen, Che Sutherland, Jim Barrett
	Other:	Representatives of the Darebin Bicycle Advisor Group.
APOLOGIES:		

The Assembly commenced at approximately 6.35 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Development of Council Plan	No disclosures were made.
2	Plenty Road alternate cycling routes	No disclosures were made.
3	St Georges Road works and east west connections	No disclosures were made.
4	Level Crossing removals / Grade separations	No disclosures were made.
5	Capital Projects update	No disclosures were made.
6	Program updates	No disclosures were made.
7	Darebin Creek Trail Review	No disclosures were made.
8	Northern Regional Trail Network launch	No disclosures were made.
9	Bike Ed volunteers	No disclosures were made.
10	Thornbury Masterplan	No disclosures were made.

The Assembly concluded at 8.40 pm

RECORD COMPLETED BY:	Officer Name:	Che Sutherland
	Officer Title:	Team Leader Transport Strategy



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillors Strategic Workshop
	Date:	Monday 5 September 2016
	Location:	Function Room, Darebin Civic Centre
PRESENT:	Councillors:	Cr. Vince Fontana, Cr. Gaetano Greco, Cr. Bo Li, Cr. Tim Laurence, Cr. Trent McCarthy, Cr. Angela Villella, Cr. Julie Williams, Cr. Steven Tsitas (from 6.30 pm).
	Council Staff:	Steve Hamilton, Allan Cochrane, Katrina Knox, Jacinta Stevens, Libby Hynes.
	Other:	
APOLOGIES:		Cr. Oliver Walsh.

The Assembly commenced at 6.05 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Election Period Policy	No disclosures were made.
2	Negotiations for Surplus Victorian Government Land – Department of Education Sites at Ruthven and Lakeside	No disclosures were made. Cr. Villella absent from 6.41 pm to 6.44 pm. Cr. Tsitas left the meeting at 6.40 pm.

The Assembly concluded at 6.45 pm

RECORD COMPLETED BY:	Officer Name:	Katrina Knox
	Officer Title:	Director Community Development



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Bundoora Homestead workshop
	Date:	Saturday 10 September 2016
	Location:	Bundoora Homestead Art Centre
PRESENT:	Councillors:	Cr. Gaetano Greco
	Council Staff:	Ella Hinkley, Gallery Manager
	Other:	Members of the Bundoora Homestead Board of Management
APOLOGIES:		Cr. Tim Laurence, Cr. Angela Villella, Katrina Knox, Vicky Guglielmo

The Assembly commenced at 9:30 am

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Strategic planning and directions for Bundoora Homestead Art Centre	No disclosures were made

The Assembly concluded at 1.00 pm

RECORD COMPLETED BY:	Officer Name:	Ella Hinkley
	Officer Title:	Gallery Manager



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillor Briefing Session
	Date:	Monday 12 September 2016
	Location:	Function Room, Darebin Civic Centre
PRESENT:	Councillors:	Cr Vince Fontana, Cr Gaetano Greco, Cr Oliver Walsh, Cr Julie Williams, Cr Trent McCarthy, Cr Angela Villella, Cr Tim Laurence (6.50 pm), Cr Bo Li (from 6.05 pm)
	Council Staff:	Steve Hamilton, Jacinta Stevens, Libby Hynes, Chris Meulblok (6.04 pm), Mike Said (from 5.55 pm to 6.33 pm), Michael O'Riordan (from 5.55 pm to 6.33 pm)
	Other:	NIL
APOLOGIES:		Cr Steve Tsitas, Katrina Knox, Allan Cochrane, Rasiah Dev (Annual Leave)

The Assembly commenced at 5.55 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Financials Update	No disclosures were made. Cr Angela Villella absent from 6.29 pm to 6.30 pm
2	Principles for Parking on Narrow Streets	No disclosures were made.
3	Asset Performance	No disclosures were made. Mayor absent from 6.49 pm to 6.54 pm.
4	Darebin Business Award for Community Contribution (Ex-Community Awards Program)	No disclosures were made.
5	Springthorpe Estate – On Street Parking	No disclosures were made.
6	Status Report on Outstanding Reports and GB's	No disclosures were made.

The Assembly concluded at 6.58 pm

RECORD COMPLETED BY:	Officer Name:	Jacinta Stevens
	Officer Title:	Director Civic Governance and Performance



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillors Strategic Workshop
	Date:	Monday 19 September 2016
	Location:	Function Room, Darebin Civic Centre
PRESENT:	Councillors:	Cr Gaetano Greco, Cr Bo Li, Cr Trent McCarthy, Cr Julie Williams, Cr Steven Tsitas, Cr Oliver Walsh (from 6.27 pm), Cr Tim Laurence (from 6.43 pm).
	Council Staff:	Rasiah Dev, Katrina Knox, Libby Hynes, Blaga Naumoski (from 6.15 pm to 6.38 pm). Steve Hamilton, Jacinta Stevens (from 6.15 pm to 6.57 pm.) Mandy Bathgate, Nick Matteo (from 6.15 pm to 6.37 pm).
	Other:	
APOLOGIES:		Cr Angela Villella, Cr Vince Fontana (Mayor)

The Assembly commenced at 6.15 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Renaming Batman Electorate and Batman Park Strategy - Verbal	No disclosures were made. Cr Tsitas absent from 6.15 pm to 6.25 pm.
2	Personnel Matter – Response from Local Government Inspectorate	Rasiah Dev declared a conflict citing the matter related to the CEO contract. Rasiah left the briefing at 6.35pm Katrina Knox, Libby Hynes, Blaga Naumoski left the briefing at 6.35pm due to the matter being a personnel matter. Cr Tsitas absent from 6.52 pm to 6.56 pm

The Assembly concluded at 6.57 pm

RECORD COMPLETED BY:	Officer Name:	Katrina Knox
	Officer Title:	Director Community Development

13. REPORTS BY MAYOR AND COUNCILLORS

Recommendation

That Council note the Reports by Mayor and Councillors.

14. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

Nil

15. CLOSE OF MEETING