



# **MINUTES OF THE COUNCIL MEETING**

**HELD ON**

**MONDAY, 1 FEBRUARY 2010**

---

RELEASED TO THE PUBLIC ON THURSDAY 4 FEBRUARY 2010

---

# Table of Contents

---

Item Number	Page Number
<b>1. PRESENT.....</b>	<b>1</b>
<b>2. APOLOGIES .....</b>	<b>1</b>
<b>3. DISCLOSURES OF CONFLICTS OF INTEREST .....</b>	<b>1</b>
<b>4. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS.....</b>	<b>2</b>
<b>5. REPORTS BY MAYOR AND COUNCILLORS.....</b>	<b>3</b>
5.1 REPORT OF CR. STEVEN TSITAS.....	3
5.2 REPORT OF CR. TIM LAURENCE.....	3
5.3 REPORT OF CR. DIANA ASMAR.....	3
5.4 REPORT OF CR. NICK KATSI.....	3
5.5 REPORT OF CR. STANLEY CHIANG.....	3
5.6 REPORT OF CR. TRENT MCCARTHY .....	4
5.7 REPORT OF THE MAYOR, CR. VINCE FONTANA.....	4
<b>6. PUBLIC QUESTION TIME .....</b>	<b>4</b>
<b>7. CONSIDERATION OF REPORTS .....</b>	<b>5</b>
7.1 INSTRUMENTS OF DELEGATION – SPECIAL COMMITTEES.....	5
7.2 AUDIT COMMITTEE MEMBERSHIP .....	10
7.3 COMMUNITY NEWSPAPER FEASIBILITY .....	14
7.4 COMPETITION LIGHTING – KEON PARK STARS JUNIOR FOOTBALL CLUB.....	17
7.5 LOVE LIVING LOCAL COMPLETION REPORT.....	25
7.6 PASS-OUT POLICY AT AQUATIC CENTRES IN DAREBIN .....	29
7.7 STATUS REPORT ON REPORTS AND ‘GENERAL BUSINESS’ ITEMS OUTSTANDING...33	33
<b>8. URGENT BUSINESS.....</b>	<b>35</b>
<b>9. GENERAL BUSINESS .....</b>	<b>35</b>
9.1 RELOCATION OF DISABLED PARKING BAY IN FRONT OF 804-806 HIGH STREET THORNBURY .....	35
9.2 PROPOSED DAREBIN FRUIT AND VEGETABLE GARDEN COMPETITION .....	35
<b>10. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL.....</b>	<b>36</b>
10.1 TENDER FOR THE LEASE OF THE EDWARDES LAKE PARK BOATHOUSE – CT0997....	37
10.2 EXTENSION OF RECYCLABLES COLLECTION SERVICE CONTRACT – CT0349.....	39
10.3 TENDER FOR THE CONSTRUCTION OF THE ALL ABILITIES PLAY SPACE AT BUNDOORA PARK – CT200912.....	41
10.4 SUPPLY OF FUELS AT RETAIL OUTLETS .....	43
10.5 REPORT OF CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE .....	45
<b>11. CLOSE OF MEETING.....</b>	<b>47</b>

**MINUTES OF THE ORDINARY MEETING OF THE  
DAREBIN CITY COUNCIL HELD AT DAREBIN CIVIC CENTRE,  
350 HIGH ST, PRESTON ON MONDAY 1 FEBRUARY 2010**

---

**THE MEETING OPENED AT 7.02 P.M.**

**1. PRESENT**

*Councillors*

Cr. Vince Fontana (Mayor)  
Cr. Diana Asmar  
Cr. Stanley Chiang  
Cr. Nick Katsis  
Cr. Tim Laurence  
Cr. Trent McCarthy  
Cr. Steven Tsitas

*Council Officers*

Michael Ulbrick – Chief Executive Officer  
Bruce Dobson – Director Corporate Services  
Michael Ballock – Director Development and Amenity  
Geoff Glynn – Director Infrastructure  
Jan Black – Director Communities and Culture  
Libby Hynes – Executive Manager, Environmental Sustainability  
Ray McQuillen – Manager Corporate Governance  
Ron Downes – Council Business Coordinator

**2. APOLOGIES**

It was noted that Cr. Gaetano Greco is on leave of absence. An apology was lodged for the absence of Cr. Morgan.

**3. DISCLOSURES OF CONFLICTS OF INTEREST**

Nil.

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

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. N. Katsis

**THAT** the Minutes of the Ordinary Meeting of Council held on 21 December 2009 be confirmed as a correct record of business transacted.

**CARRIED**

## **5. REPORTS BY MAYOR AND COUNCILLORS**

**MINUTE NO. 40**

### **5.1 REPORT OF CR. STEVEN TSITAS**

Cr. Tsitas reported on his attendance at the following function/activity:

- Australia Day Celebration.

### **5.2 REPORT OF CR. TIM LAURENCE**

Cr. Laurence reported on his attendance at the following function/activity:

- Australia Day Celebration.

### **5.3 REPORT OF CR. DIANA ASMAR**

Cr. Asmar reported on her attendance at the following functions/activities:

- CEO Performance Review Committee meeting.
- Community Newspaper Feasibility Committee meeting.
- Audit Committee Selection Panel.
- Arab Bank Information function.
- Local issues involving residents and traders.

### **5.4 REPORT OF CR. NICK KATSIS**

Cr. Katsis reported on his attendance at the following functions/activities:

- CEO Performance Review Committee meeting.
- Australia Day Celebration.
- Arab Bank Information function.

### **5.5 REPORT OF CR. STANLEY CHIANG**

Cr. Chiang reported on his attendance at the following functions/activities:

- Hunan Chinese Association function.
- Australia Day Celebration.
- Reservoir Structure Plan meeting.

**5.6 REPORT OF CR. TRENT MCCARTHY**

Cr. McCarthy reported on his attendance at the following functions/activities:

- CEO Performance Review Committee meeting.
- Australia Day Celebration.
- Interview with Joy FM regarding the 2010 Midsumma Rainbow Artisans' Market at Northcote Town Hall.
- Event to celebrate Travis Gloury's 200<sup>th</sup> Premier Cricket match at Northcote Cricket Club.
- Constituent issues regarding planning and traffic matters.

**5.7 REPORT OF THE MAYOR, CR. VINCE FONTANA**

The Mayor, Cr. Fontana reported on his attendance at the following functions/activities:

- Australia Day Committee meeting.
- Guest of St. Mary's Church 'Walk through Bethlehem' display.
- St. Aphrem Syrian Orthodox Church Christmas Party.
- Australia Day Citizenship Ceremony and presentation of Darebin Australia Day Awards.
- Audit Committee Selection Panel.
- VicRoads 'RoadSafe Forum' in Footscray.
- Victorian Local Governance Association Mayoral Development weekend.
- Northern Region Indian Seniors' Association joint Australia Day and Indian Republic Day celebrations.
- Darebin Disability Advisory Committee meeting.
- Reservoir Structure Plan meeting.

**6. PUBLIC QUESTION TIME****MINUTE NO. 41**

The Mayor, Cr. Fontana, invited questions from members of the public gallery.

There were no questions submitted from any members of the public in attendance at the meeting.

## 7. CONSIDERATION OF REPORTS

### 7.1 INSTRUMENTS OF DELEGATION – SPECIAL COMMITTEES

MINUTE NO. 42

**AUTHOR:** Manager Customer and Civic Services – Ray McQuillen

**MANAGER:** General Manager Corporate Services – Bruce Dobson

#### BUDGET

**IMPLICATIONS:** Nil

#### SUMMARY:

This report proposes formal delegation of authority by Council to the Planning Committee, Hearing of Submissions Committee, Bundoora Homestead Board of Management and Darebin Aboriginal and Torres Strait Islander Community Council as indicated in the respective Committee Charters endorsed by the Council at its special (statutory) meeting on 7 December 2009.

The respective *Instruments of Delegation* remain in force until revoked or varied by Council resolution.

#### CONSULTATION:

Chief Executive Officer

Director Planning and Development

General Manager Communities and Culture

### COUNCIL RESOLUTION

**MOVED:** Cr. D. Asmar

**SECONDED:** Cr. T. McCarthy

#### THAT:

- (1) Council pursuant to section 86(3) of the Local Government Act 1989 resolves to delegate to the Planning Committee, being a Special Committee established by resolution of the Council, the functions, duties and powers set out in the *Instrument of Delegation* enclosed as **Appendix A** to this report subject to the conditions and limitations specified in that Instrument.

- (2) Council pursuant to section 86(3) of the Local Government Act 1989 resolves to delegate to the Hearing of Submissions Committee, being a Special Committee established by resolution of the Council, the functions, duties and powers set out in the *Instrument of Delegation* enclosed as **Appendix B** to this report subject to the conditions and limitations specified in that Instrument.
- (3) Council pursuant to section 86(3) of the Local Government Act 1989 resolves to delegate to the Bundoora Homestead Board of Management, being a Special Committee established by resolution of the Council, the functions, duties and powers set out in the *Instrument of Delegation* enclosed as **Appendix C** to this report subject to the conditions and limitations specified in that Instrument.
- (4) Council pursuant to section 86(3) of the Local Government Act 1989 resolves to delegate to the Darebin Aboriginal and Torres Strait Islander Community Council, being a Special Committee established by resolution of the Council, the functions, duties and powers set out in the *Instrument of Delegation* enclosed as **Appendix D** to this report subject to the conditions and limitations specified in that Instrument.
- (5) The *Instruments of Delegation* come into force immediately the common seal of Council is fixed to the Instruments.
- (6) Previous *Instruments of Delegation* which are inconsistent with, or superseded by, these Instruments of Delegation are hereby revoked.

**CARRIED**

## REPORT

### BACKGROUND

Council at its Special (Statutory) meeting on 7 December 2009 established the Planning Committee, Hearing of Submissions Committee, Bundoora Homestead Board of Management and Darebin Aboriginal and Torres Strait Islander Community Council as Special Committees for the 2009/2010 Council year pursuant to section 86 of the Local Government Act 1989 with the purpose, membership, scope of activity and delegated authority as detailed in the respective Committee Charters adopted at that meeting.

Each of the special committees has delegated authority from Council. A formal *Instrument of Delegation* is required.

The respective *Instruments of Delegation* remain in force until revoked or varied by Council resolution.

### CORE ISSUES

#### Planning Committee

The Planning Committee has delegated authority under section 188 of the Planning and Environment Act 1987 to determine applications and minor amendments to Development Plans within the framework set out in the Committee Charter.



The attached *Instrument of Delegation* (refer **Appendix A**) has been prepared in accordance with section 86(3) of the Local Government Act 1989 for Council to formally delegate the required authority to the Planning Committee under section 188 of the Planning and Environment Act 1987.

This *Instrument of Delegation* has been based on a model prepared by Maddocks, Lawyers.

The Planning Committee *Instrument of Delegation* was last reviewed and approved by the Council in February 2009 for the 2008/2009 Council year. A minor change to better reflect the Committee Charter is proposed.

### **Hearing of Submissions Committee**

The Hearing of Submissions Committee has been established to hear and report to Council on submissions received by Council in accordance with section 223 of the Local Government Act 1989.

The Committee has authority to hear any person who has requested to be heard in support of a written submission which the person has made under section 223 of the Local Government Act 1989.

The Committee reports as required to a subsequent meeting of the Council. The Committee also arranges for a separate report on each specific matter heard by the Committee to be submitted for formal consideration by the Council.

The attached *Instrument of Delegation* (refer **Appendix B**) has been prepared in accordance with section 86(3) of the *Local Government Act 1989* for Council to formally delegate the required authority to the Hearing of Submissions Committee.

This *Instrument of Delegation* has been based on a model prepared by Maddocks, Lawyers.

There are no changes to the Hearing of Submissions Committee *Instrument of Delegation* which was last reviewed and approved by the Council in February 2009 for the 2008/2009 Council year.

### **Bundoora Homestead Board of Management**

The Bundoora Homestead Board of Management has been established to manage the operation of Bundoora Homestead Arts Centre. Subject to the limitations outlined in the Committee Charter, the Board (Special Committee) has Council's powers, duties and functions under the Local Government Act 1989 to manage Bundoora Homestead Art Centre.

The attached *Instrument of Delegation* (refer **Appendix C**) has been prepared in accordance with section 86(3) of the *Local Government Act 1989* for Council to formally delegate the required authority to the Bundoora Homestead Board of Management.

This *Instrument of Delegation* has been based on similar instruments prepared by Macquarie Lawyers and Strategists.

There are no changes to the Bundoora Homestead Board of Management *Instrument of Delegation* which was last reviewed and approved by the Council in March 2009 for the 2008/2009 Council year.

**Darebin Aboriginal and Torres Strait Islander Community Council**

The Darebin Aboriginal and Torres Strait Islander Community Council (DATSICC) has been established to undertake activities to support Aboriginal and Torres Strait Islander people in Darebin and provide advice to Council about issues relevant to Aboriginal and Torres Strait Islander people in the City of Darebin. Subject to the limitations outlined in the Committee Charter, the Community Council (Special Committee) has Council's powers, duties and functions under the Local Government Act 1989 to undertake activities to support Aboriginal and Torres Strait Islander people in the City of Darebin.

The attached *Instrument of Delegation* (refer **Appendix D**) has been prepared in accordance with section 86(3) of the *Local Government Act 1989* for Council to formally delegate the required authority to the Darebin Aboriginal and Torres Strait Islander Community Council.

This *Instrument of Delegation* has been based on similar instruments prepared by Macquarie Lawyers and Strategists.

There are no changes to the Darebin Aboriginal and Torres Strait Islander Community Council *Instrument of Delegation* which was last reviewed and approved by the Council in April 2009 for the 2008/2009 Council year.

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

Nil.

**Social Inclusion and Diversity**

Establishment of the Darebin Aboriginal and Torres Strait Islander Community Council with delegated powers goes towards Council's 'Community Wellbeing' goal in the Council Plan 2009-2013 'to place particular emphasis on Darebin's diversity, including Darebin's Aboriginal and Torres Strait Islander residents....'

**Other**

The delegation of Council powers to Committees is a long established practice facilitated and regulated by the Local Government Act to share the decision making load and to develop expertise in particular areas of Council activity. Delegated authority is part of the good governance framework outlined in the *Governing Darebin 2008* policy statement.

Establishment of Council Committees with external members addresses Council's 'Leadership and Engagement' goal in the Council Plan 2009-2013 to 'involve the community in our decision making'

The proposed *Instruments of Delegation* are based on models developed by Council lawyers.

**FINANCIAL IMPLICATIONS**

Nil

**FUTURE ACTIONS**

The *Instruments of Delegation* will be held in the Register of Delegations which is available for inspection by the public.

**RELATED DOCUMENTS**

Planning Committee Charter

Hearing of Submissions Committee Charter

Bundoorra Homestead Board of Management Charter

Darebin Aboriginal and Torres Strait Islander Community Council Charter

*With notice having been given to Councillors on Thursday 28 January 2010, the following substantive report was circulated to Councillors on Friday 29 January 2010.*

**7.2 AUDIT COMMITTEE MEMBERSHIP**

**MINUTE NO. 43**

**AUTHOR:** General Manager Corporate Services – Bruce Dobson

**MANAGER:** Chief Executive Officer – Michael Ulbrick

**BUDGET**

**IMPLICATIONS:** External member allowances are provided for within Council's budget

**SUMMARY:**

The Audit Committee is an Advisory Committee appointed by the Council pursuant to section 139 of the Local Government Act 1989 to assist Council in fulfilling its requirements relating to internal control mechanisms and external reporting requirements. The Committee comprises two Councillors and three external members, one of whom is currently the Chairperson.

With the terms of two of the external members expiring at the end of the 2009 calendar year, Council resolved on 16 November 2009 that a selection process be undertaken and a subsequent report be prepared for Council to consider the appointment of the two external member positions.

The selection process was concluded with interviews on Monday 25 January 2010. This report outlines the process and recommends appointments to the Audit Committee.

**CONSULTATION:**

Audit Committee  
Mayor  
Manager Customer and Civic Services

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. T. Laurence

**THAT** Mr Albert Zago and Mr David Ashmore be appointed as members of Council's Audit Committee for a two year period with the option of a further two year appointment by mutual consent.

**CARRIED**

## REPORT

### BACKGROUND

The Audit Committee is an Advisory Committee appointed by the Council pursuant to section 139 of the Local Government Act 1989 to assist Council in fulfilling its requirements relating to internal control mechanisms and external reporting requirements. The Committee comprises two Councillors and three external members, one of whom is currently the Chairperson.

Ms Merran Kelsall, the Chair of the Committee, was appointed to the Committee in November 2008 for a two year term with the option of a further two year period by mutual consent. The terms of the other two external members, Mr Colin Parker and Mr Albert Zago, expired at the end of the 2009 calendar year.

In accordance with a Council decision on 16 February 2009, independent members of the Audit Committee receive an allowance of \$4,000 per annum, and the Chair of the Committee receives \$6,000 per annum, with the next review of allowances scheduled to take place as at 1 January 2011.

Council resolved on 16 November 2009 to call for expressions of interest for the positions through public advertisement and direct representations, to seek applications from suitably qualified people for appointment to Council's Audit Committee, including appointments on a 'pro bono' basis. Council also resolved that a selection process be undertaken and that a subsequent report be prepared for Council to consider the appointment of the two external member positions.

### CORE ISSUES

The Audit Committee plays an important role in assisting Council with its oversight of financial management, risk management, internal controls and external reporting. It forms a key part of Council's governance framework. The external members on the Audit Committee require a high level of expertise and commitment to fulfil their role.

#### Calling for expressions of interest

Advertisements calling for expressions of interest to the Audit Committee positions were placed in *The Age* newspaper on Saturday 5 December 2009 and in the Preston and Northcote Leader papers on 8 December 2009. In seeking direct representations, a copy of the advertisement and the Audit Committee Charter were forwarded to the major professional bodies – The Institute of Chartered Accountants, Australian Society of Certified Practising Accountants, Institute of Internal Auditors and Institute of Company Directors. These organisations were asked to forward details of the opportunity to their members.

Both the advertisement and direct representation to the professional bodies highlighted that an annual allowance may be payable to external members and, in seeking applications, Council would also consider appointments on a pro-bono basis. The advertising was successful with 24 applications being received by the closing date of Friday 18 December 2009.

#### Selection process

A selection panel was established comprising the Mayor, Cr Vince Fontana, a Councillor member of the Audit Committee, Cr Diana Asmar, and the General Manager Corporate Services, Bruce Dobson.

A total of 24 applications were received and were reviewed against criteria including the level of qualifications, business and Committee / Board experience and knowledge of local government. Only one of the applicants expressed an interest in undertaking the role on a pro-bono basis, however this applicant was not shortlisted due to their lack of overall experience compared with other applicants.

The selection panel held interviews with four applicants on 25 January 2010 and, following consideration of the applications and interviews, has recommended the appointment of Mr Albert Zago and Mr David Ashmore to the Audit Committee.

Information about Mr Zago and Mr Ashmore has been circulated separately to Councillors.

## **POLICY IMPLICATIONS**

### **Environmental Sustainability**

In providing its oversight role, the Audit Committee considers a range of areas and oversees the program of work undertaken by Council's internal auditors. An internal audit review looking at Council's response to climate change and measurement of carbon emissions was undertaken in the 2009 year and a follow-up review at a later stage has been requested by the Committee.

### **Social Inclusion and Diversity**

In providing its oversight role, the Audit Committee considers a range of areas and oversees the program of work undertaken by Council's internal auditors. An internal audit review of Council's approach to social inclusion including consultation, training and decision making processes is currently planned for the 2011 year and is included on the three-year internal audit plan.

### **Other**

The Audit Committee plays an important role in supporting Council in its promise in the Council Plan 2009-2013 of being a *democratic and accountable local government*. In particular, the Committee supports Council's goal of *leadership and engagement*, through the strategy of *governing the municipality in a transparent and accountable manner, and providing regular and accurate reporting to the community*.

## **FINANCIAL IMPLICATIONS**

Audit Committee independent members are currently paid an annual allowance of \$4,000 per annum, with the Chair receiving \$6,000 per annum. These allowances are provided for within Council's budget and are to be reviewed as at 1 January 2011.

## **FUTURE ACTIONS**

The first meeting of the Audit Committee for 2010 is currently scheduled to be held on 3 March 2010. An induction process will be undertaken for Mr Ashmore to further familiarise himself with Darebin and the Audit Committee in advance of that meeting.

**RELATED DOCUMENTS**

Minutes of the Council meeting held on 16 February 2009  
Minutes of the Council meeting held on 16 November 2009

## 7.3

**COMMUNITY NEWSPAPER FEASIBILITY****MINUTE NO. 44**

**AUTHOR:** Manager Communications and Public Affairs - Trisha Love

**MANAGER:** General Manager Corporate Services - Bruce Dobson

**BUDGET**

**IMPLICATIONS:** Additional future budget may be required once Council has determined the feasibility of a community newspaper.

**SUMMARY:**

On 21 December 2009 Council resolved to form a community newspaper feasibility committee and appointed Councillors Fontana, Asmar and Laurence as Councillor Representatives. The committee intends to investigate the production and distribution of a monthly Darebin community newspaper. A formal Expression of Interest (EOI) / Tender procurement process will be required to source possible suppliers. The EOI is intended to be released in February 2010.

**CONSULTATION:**

Benchmarking undertaken with a number of other Local Governments.

**COUNCIL RESOLUTION**

**MOVED:** Cr. T. Laurence

**SECONDED:** Cr. D. Asmar

**THAT** Council note this progress report on the work of the community newspaper feasibility committee.

**CARRIED**

**REPORT****BACKGROUND**

On 21 December 2009 Council resolved to form a community newspaper feasibility committee (the committee) and appointed Councillors Fontana, Asmar and Laurence as Councillor representatives.

The committee intends to investigate the production and distribution of a monthly Darebin community newspaper. This would include the creation of a brief for production and distribution, calling for expressions of interest, short listing potential suppliers, developing recommendations on adjustments to the budget, considering funding models and recommending a final supplier.

Council requested a report back to the first Council meeting in February 2010.



**CORE ISSUES**

The committee held two meetings in December 2009 and discussed the scope of the project. The community newspaper is envisioned as being a monthly publication with an A4 page size and 8 pages per edition. A total of 60,000 copies would be distributed each month, with 3 different, ward based, covers with content from Council and community event information.

**Benchmarking**

A number of other Councils produce a monthly newsletter, and a benchmarking exercise undertaken in early 2010 with 5 other Councils has provided insight into considerations within the feasibility assessment.

Consideration will need to be given to:

- How to achieve the short production timelines of 4 to 6 weeks required for a monthly publication
- Content and sign off processes and procedures
- How multicultural content is included
- How community content is included
- Whether advertising from community agencies or appropriate organisations is possible
- Staff resources required
- The budget required.

Given the likely size of the expenditure to produce and distribute a monthly newspaper, a formal EOI / Tender procurement process is required under the Local Government Act 1989.

The committee determined that an EOI process would be undertaken to seek interest from suppliers in producing the community newspaper. An EOI will allow Council to test the market for what suppliers are available, what quality level is possible, and what suppliers can do, before shortlisting possible suppliers for a more detailed Tender process and selection.

An EOI Brief is currently being prepared and will allow for 2 options / models:

- Sourcing an organisation who can do the entire project
- Sourcing an organisation who can do parts of the project, with additional staff resources required.

**Services scoped within the EOI**

There are a number of specific services required to create a community newspaper, including: publication management; advertising sourcing and management; writing; promotion and community engagement; proofreading; photography; translations and multicultural content; graphic design; printing; creating alternative formats; distribution and evaluation.

The EOI Brief will request information about each of these services from potential suppliers.

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

The committee has determined to continue to use environmentally friendly paper stock, in line with Council's environmental purchasing objectives.

**Social Inclusion and Diversity**

The committee has determined to include consideration of translations and multicultural content as part of the EOI Brief. The level of translated content has increased in the Darebin News over the last year and the Darebin News is included for review within the development of the CALD Communications Strategy.

**Other**

Nil.

**FINANCIAL IMPLICATIONS**

Additional future budget may be required once Council has determined the feasibility of a community newspaper.

**FUTURE ACTIONS**

- The creation of an EOI Brief for further consideration by the community newspaper feasibility committee
- EOI out for consideration by suppliers in February 2010
- Assessment of responses and consideration of feasibility by the committee
- Committee shortlist for Tender process.

**7.4 COMPETITION LIGHTING – KEON PARK STARS JUNIOR FOOTBALL CLUB****MINUTE NO. 45****AUTHOR:** Acting Manager Leisure Services – Susan Hecker**MANAGER:** General Manager Community Assets and Leisure – Geoff Glynn**BUDGET****IMPLICATIONS:** Nil**SUMMARY:**

This report summarises the Sport and Recreation Victoria (SRV) Community Facility Funding program and responds to the questions raised on 18 May 2009 during ‘Public Question Time’ and deferred Council Reports of 15 June 2009, 6 July 2009 and 30 November 2009. The focus of this report is in relation to the Keon Park Stars Junior Football Club and their request for competition lights at JC Donath Reserve.

The Keon Park Stars Junior Football Club (the club) has been lobbying to replace the training lights to competition lighting standard at JC Donath Reserve, Oval 1 for over five (5) years. The Club has seven (7) registered junior teams and one (1) U19 football team, also Lalor Park Stars Women’s Football Club share the facilities.

The Council has submitted applications to SRV in years 2004, 2005 and 2006. All of these applications have been unsuccessful as they have not met the State Government funding criteria. In 2009/2010, Council resolved to submit an application for competition lights 100 lux luminaire at JC Donath Reserve. A formal outcome from the State Government regarding this grant is awaited.

There are no grounds in Darebin that have lights suitable for playing night-time competition for Australian Rules Football. Due to the high cost of providing competition lights, the Sport in the North Strategy (under review) gives direction that should Council install any competition lights it should occur at the Grade 1 facilities ie. Preston City Oval and Bill Lawry Oval.

This report also responds to other questions raised at the Council meeting held on 18 May 2009. In addition to this Council requested a further report on 6 July 2009 following information provided by Mr John Nugent concerning the original report. (See **Appendix A** for responses to Mr Nugent).

**CONSULTATION:**

Keon Park Stars Junior Football Club  
Northern Football League

**RECOMMENDATION**

**THAT** Council:

- (1) Refer any funding consideration of competition lights at J.C. Donath Reserve to the Darebin Leisure Strategy which is currently under development and due for Council adoption in July 2010.
- (2) Refer the issue of the provision of competition lighting at sporting ovals to the development of the new Darebin Leisure Strategy to validate the needs and costs of the infrastructure as compared with other priorities.

**COUNCIL RESOLUTION**

**MOVED:** Cr. T. Laurence

**SECONDED:** Cr. S. Chiang

**THAT** consideration of the matter be deferred until the outcome of Council's funding application to Sport and Recreation Victoria for competition lights at J.C. Donath Reserve is known.

**CARRIED**

**REPORT****BACKGROUND**

At the Council meeting held on 18 May 2009, Council requested a further report on the proposed lighting project for the Keon Park Stars Junior Football Club (the Club).

Specifically, Council requested that officers report back to Council within 4 weeks with an outline of a funding submission for SRV sports grants later this year and that the report should detail:

- Darebin Council's long standing support for the Keon Park Stars Junior Football Club's light project.  
The high levels of socio-economic disadvantage in the area
- The importance of anchoring under 19 games to secure a strong pathway for all junior teams and the viability of the Keon Park club.
- The critical danger of kids losing access to Australian Rules Football in this corner of Darebin without this project.
- The initial cost estimate as supplied by the Club.
- Details of capital works funding to Keon Park Stars Junior Football Club over the past 10 years.

On 15 June 2009 Council deferred the Council Report and requested answers to questions raised by Mr. John Nugent on behalf of the Club which are included as an attachment to this report – see **Appendix A**.

Council has more than 120 sporting clubs utilising 30 pavilions and approximately 90 playing fields across the municipality. Council plays a major role in the provision of sport through the community facilities and assets provided for use to these clubs.

The installation of competition lighting at sports grounds results in additional use and requires significant additional capital and operational resourcing to support this increased use. Costs foreseen would be increased turf maintenance program, additional facilities such as bins and seating and improved pavilion infrastructure. In addition to this, Australian Standards recommend lighting of 150lux minimum if developing a showpiece club night football venue where viewing expectations of spectators are taken into account.

There are no grounds in Darebin that have lights suitable for playing night-time competition for Australian Rules Football. Due to the high cost of providing competition lights, the Sport in the North Strategy (under review) gives direction that should Council install any competition lights it should occur at the Grade 1 facilities ie. Preston City Oval and Bill Lawry Oval.

The Leisure Strategy preparation is underway and whilst it is too early to state what the recommendations for this project will be, resource allocation for competition lights at Council sports ovals may not be considered a high priority given the capital investment required. A strategic approach to planning for sports infrastructure is required which will allow for the significant funds and capital planning that is required.

On 6 July 2009 the (then) new Council Report was deferred, the Council resolution being:

*That Council defer this report and consider this item when Council has more information regarding the recently announced \$271,000 in Federal stimulus funding.*

On 30 November 2009, an updated report was considered by the Council. Council resolved:

*That consideration of the matter be deferred until the first Council meeting in February 2010.*

## **CORE ISSUES**

### **Sport Recreation Victoria funding (SRV) - Community Facility Funding Program**

The SRV Community Facility Funding program provides opportunities for both Council and community groups to receive funds that further participation in sport and recreation. The funding guidelines are made available in September/October each year and community groups can make an application to Council first. The grant applications are then prioritised and forwarded to the State Government for consideration. SRV allows Councils to submit a funding application for one aquatic or major project (over \$250,000) and three minor projects (under \$250,000) on an annual basis. The funding provided by SRV needs to be matched by Council through its capital funding program. The grants are competitive and the objectives of the program are to:

- Respond to identified community need and issue
- Increase or in certain cases maintains participation in sport and recreation
- Is supported by other local, sub-regional or regional planning studies.
- Includes innovative, sustainable and environmentally friendly project components.

The SRV funding applicants are then assessed on the basis of meeting the above criteria along with our own criteria. Darebin City Council criteria include:

- Project is informed by a strategic sporting document ie. Sport in the North
- Increases participation of people from our disadvantaged communities ie. people with disabilities, Culturally and Linguistically diverse and Aboriginal and Torres Strait Islander people.
- Addresses any equity issues around Council funding received by recipients in the past ie. has Council funds spent on a particular group and how does this compare with other applicants.

These grants are highly sought after and contested. Keon Park Stars Junior Football Club has submitted applications to Council to install lights for night time matches to be played at Donath Reserve on five (5) occasions. On 3 occasions, the Keon Park Stars Junior Football Club application has been forwarded to SRV. The application has been unsuccessful on each of these occasions. Council recently resolved to submit for the 2009/2010 year.

Each year new applications from community groups emerge along with Council's own priority for supporting and providing for sport and recreation in the City of Darebin. For example, Council has been successful with applications for funding Reservoir and Northcote Leisure Centre developments, the implementation of master plans for district parks such as HP Zwar Reserve and Edwardes Lake Park, re-surfacing of the athletics track at Edwardes Lake Park and tennis facility upgrade at Lakeside Tennis Club. These grants provide opportunities for all our community groups to develop proposals that meet their business planning objectives and to be involved in community development. The SRV funding program is the one major funding source for sport and recreation opportunities across the State and therefore careful planning and priority is needed to ensure funding success.

### **Socio-Economic Status of Reservoir/ Keon Park**

The Australian Bureau of Statistics defines the Index of Socio-Economic Disadvantage as a general indicator that summarises the economic and social resources of people and households within an area.

According to the 2006 SEIFA Preliminary Report, Darebin ranks as the fifth most disadvantaged municipality out of the 31 municipalities in metropolitan Melbourne. However, it is worth noting that there are differences between the northern and southern end of the municipality with the northern end reporting higher levels of socio-economic disadvantage than the southern end.

Keon Park is located in the Reservoir East precinct as identified by Strategic Planning. This precinct is located in the northern part of Darebin and covers 15.90 square kilometres. This precinct is most residential in nature and has a population of 23,000 residents. This precinct has a larger proportion of residents aged 17 years and under, and over 50 years and than does the City of Darebin as a whole. Reservoir East is also characterised by its significant Aboriginal and Torres Strait Islander population and proportionally the Indigenous population makes up 1.2 per cent of Reservoir East populations. (Figures based on Local Area Precinct Profile – Reservoir East, 2002).

In providing an analysis of open space provision in the Reservoir East area, the criteria used to assess open space are: quantity of open space, distribution throughout the municipality and size of open space. According to Darebin's Open Space Strategy 2007 – 2017, the Reservoir East precinct, open space in this area meets or exceeds this criteria. Reservoir East has good overall coverage of neighbourhood parks within 500 metres walkability distance. Upgrades have occurred in several parks including J C Donath Reserve. A Master plan for JC Donath Reserve was adopted in 1998.

A more detailed study would need to be developed to ascertain the link between socio-economic status and the link between availability and prevalence of sport and recreation opportunities. This more detailed analysis is not included as part of the scope of this report.

### **Australian Rules Football in Darebin**

The code of Australian Rules Football has been a traditional sport played in the City of Darebin reflecting the social demographic of the municipality. However, over the past decade there has been a change of sporting patterns reflecting new interests and community diversity. It is difficult to pinpoint one particular reason why there may be changing patterns in Australian Rules football participation rates. However, generally speaking it is fair to say our current Darebin clubs are strong entities. In a 9 year period there has been one loss of an Australian Rules Football Club (Kingsbury Football Club) at John Hall Reserve.

Current statistics provided through the Northern Football League have established the following club information:

Division 1 – 10 clubs, 9 with U19 teams.

Division 2 – 14 clubs, 11 with U19 teams.

Darebin based clubs that have U19 teams are West Preston Lakeside FC at Moore Park, Northcote Park FC at Bill Lawry Oval and Keon Park Stars Junior FC. Keon Park Stars Junior FC are the only Junior club in Darebin that has an U19 team. As a comparison of club teams in the local area, the West Preston Lakeside FC based at JE Moore Park has 1 U19, 2 U17, 10 Juniors and Auskick program. It is a strong club providing a pathway for junior players to expand into a Senior competition if desired.

The fluctuation with participation numbers in Australian Rules Football is often attributed to a number of factors. These include:

- The health and strength of the club Committee and club culture.
- The number of clubs (Senior and Junior) within a confined catchment area and whether close proximity results in less players at one club than another.
- The level of demographic change and competition to spend the discretionary leisure dollar within family and social groups.

The Northern Football League has stated that they would like to establish a night time U19 competition for their clubs, however there is currently a lack of suitable venues available across several municipalities. At the moment the U19 competition is played on Saturday mornings and if appropriate venues were made available, there is no guarantee that it would result in greater participation levels. Without detailed analysis of the viability of U19 night time competition, it is difficult to draw conclusive evidence there is a real need or desire for this type of competition.

A change from day time competition (Saturday mornings) to night time competition (Friday night) may not suit everyone and may result in less participation than more. In addition, there is no evidence to suggest that without competition lights at JC Donath Reserve, that the club will be in danger of young people losing access to Australian Rules football in this area of Darebin.

**Competition lights and cost at JC Donath Reserve**

As part of the discussions with the club over the past 6 months, the club has requested that lights be provided at 200 lux luminaire, then changing their request to 150 lux luminaire and subsequently to 100 lux luminaire. According to the Australian Standards provided through the football and netball lighting guide produced by the Department of Planning and Community Development, the lighting standard for amateur level competition should be delivered at 100 lux but strongly suggests 150 lux as a minimum. In addition, Australian Standards also provide that the light poles should be 25-30 metres high to deliver the expected lighting standard and to provide uniformity across the oval.

The club has written to officers and provided a scope of works in March 2009 for meeting their request. The scope of the competition lights proposal included:

- Preparatory work associated with power upgrade
- Supply and installation of 4 x 25m light poles
- Supply and installation of 7 light fittings per pole
- Supply of power to the scoreboard.

A quotation for the above works has been received and the cost estimate is \$301,000 (excl GST). The club has suggested that they could provide \$9,091 as part-contribution towards this project.

At the Council meeting held on Monday 21 September 2009, it was resolved that Council endorse the submission for construction of 100 lux lighting at JC Donath Reserve for consideration by SRV as part of the Community Facility Funding Program (Minor Facilities) 2010/2011. The most recent quote obtained is for \$270,000 (excl GST) broken down as follows:

- Construction of 100 lux lighting - \$200,000 (excl GST)
- Power Upgrade - \$45,000 (excl GST)
- Contingencies - \$25,000 (excl GST).

SRV have advised that announcements of successful submissions will be made from October 2009 onwards.

**Sport in the North Strategy**

Sporting facility provision and improvements is guided by Council's Sport in the North Strategy. Under this system, Council's sporting facilities are rated according to the facilities provided. JC Donath Reserve is rated as a Grade 2 facility. The majority of our grounds are rated as Grade 2 as they are designed for middle and senior grade competition.

There are no grounds in Darebin that have lights suitable for playing night-time competition for Australian Rules Football. Due to the high cost of providing competition lights, the Sport in the North Strategy gives direction that should Council install any competition lights it should occur at the Grade 1 facilities ie. Preston City Oval and Bill Lawry Oval.

The new Leisure Strategy (in preparation) will guide Council in its decision making around the provision of sport and recreation in Darebin. The new Leisure Strategy will enable Council to prioritise our sport and recreation needs into the future and assist us in determining the need and demand for competition lights for any sporting activity.



**Council investment for Keon Park Stars Junior Football Club**

In 1998, Council adopted the JC Donath Reserve Master Plan which, resulted in a number of improvements. Park Masterplans are developed in consultation with the community and stakeholders and provide a plan for the parks future development should Capital funds be made available. Given the significant capital input required to implement Masterplan they are staged over many years and Council officers ensure that throughout the consultation process the community and stakeholders are made aware of this.

A range of improvements have been made to facilities used by the Keon Park Stars Junior Football Club over the past 10 years. A financial estimate of these works amount to around \$500,000 with the largest financial investment relating to the pavilion expansion at \$240,000. Improvements include:

- Installation of coaches boxes
- Installation of seating
- Training light upgrades
- Training light repairs
- General landscaping improvements (not specific to the club)
- Redevelopment of the pavilion utilised by the club
- Capital contribution to upgrading training lights
- Contribution to the design for a scorer's box
- Discretionary operating grant to the Club.

**Regional and Local Community Infrastructure Fund**

Guidelines for the Regional and Local Community Infrastructure Fund were released in September and projects were nominated for this funding at the Council meeting on 16 November 2009.

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

If competition lights, are provided, at any of our sporting venues, there will be an increase in greenhouse gas emission. Due diligence around this aspect of the project has not been conducted, however, according to our Climate Action Change Plan - June 2007 to 2010, street lighting is the largest ommitter of greenhouse gases. The key principles that drive our Climate Change Action Plan are to reduce green house emissions, conserve energy and provide energy efficiency. Increased electrical use will have a greater impact on both utility costs and a greater environmental impact.

**Social Inclusion and Diversity**

Australian Rules Football competition and sport in general provides opportunities for social inclusion and diversity. Sport by its nature is often a mechanism for social engagement and community building. The Keon Park Stars Junior Football Club provides opportunities for young people to play sport and for adults to engage in club operations.

**Other**

Under Sports in the North, provision for night matches is theoretically only provided at Grade 1 facilities ie. Bill Lawry Oval and Preston City Oval due to the high cost of providing this infrastructure. Grade 1 facilities are made available for elite matches and competition. Council has provided Preston Oval and Northcote Park to this standard for Australian Rules Football. Whilst the facilities used by Keon Park Stars Junior Football Club meet Grade 2 requirements, the improvements requested are in keeping with a Grade 1 facility. Council's current sporting strategy does not provide for the development of further Grade 1 facilities within the municipality.

Given Council's policy framework and the development of new Leisure Strategy in 2009/2010, the Council expenditure for competition lights cannot be justified at this time.

**FINANCIAL IMPLICATIONS**

Nil

**FUTURE ACTIONS**

To review current sports infrastructure and the provision and /or need for competition lights as part of the development of a new Leisure Strategy for the City of Darebin.

**RELATED DOCUMENTS**

Climate Change Action Plan – June 2007 to June 2010

Sport in the North – 1999 by Jeavons and Jeavons.

**Appendix A** – Answers to questions raised by Mr John Nugent – Keon Park Stars Junior Football Club

**7.5 LOVE LIVING LOCAL COMPLETION REPORT****MINUTE NO. 46****AUTHOR: Transport Strategy Coordinator - Ben Grounds****MANAGER: Manager Transport Management and Planning - Nick Mazzarella****BUDGET****IMPLICATIONS: \$300,000 (2006-2009) from Council  
\$300,000 (2006-2009) from Department of Transport  
Within Budget****SUMMARY:**

This report summarises the achievements of the Love Living Local project.

Love Living Local was a three-year (2006-2009), \$600,000 travel behaviour change project, jointly funded by Council and the Department of Transport (DoT), through the TravelSmart program. It was, at the time, a trial project for DoT in size, scope and lifespan. The TravelSmart program has since incorporated elements from Love Living Local into many other TravelSmart projects.

The project continued Darebin's innovative and leading-practice implementation of the objectives of the Darebin Transport Strategy.

Love Living Local encouraged travel mode behaviour change, by focussing on local living (which also has many benefits for local economies), and by using innovative, international best practice approaches. The project was place-based and ran in Preston in year 1, Thornbury and Fairfield in year 2 and Reservoir in year 3.

The project enjoyed many and wide-ranging successes through initiatives including street parties, a photography competition, urban art, infrastructure instalment, way-finding signage, and new tenant information kits. Evaluation showed increases in walking, cycling, and public transport use, reductions in car use, better social connections with neighbours, and the project garnered some very positive press and developed a number of useful community resources.

**CONSULTATION:**

During the course of the project, many groups were consulted, including:

**Internal**

- Transport Management and Planning
- Community Health and Safety

**External**

- Darebin Bicycle Users Group
- East Reservoir Neighbourhood Renewal Project

- Residents
- Shoppers (Fairfield and Thornbury)
- Traders (Preston, Thornbury, Fairfield)
- Schools
- Real Estate Agents

### COUNCIL RESOLUTION

**MOVED:** Cr. T. McCarthy

**SECONDED:** Cr. D. Asmar

**THAT:**

- (1) Council note this report on the completion of Love Living Local and the positive outcomes it achieved.
- (2) The Love Living Local concepts be reinforced in future travel behaviour change activities.

**CARRIED**

### REPORT

#### BACKGROUND

The Darebin Transport Strategy outlines an approach to transport planning that ensures a healthy, equitable and sustainable transport system in Darebin into the future. Council has a strong background and leadership role in sustainable transport, which has enabled Council to leverage external funding since 2003 (Travel Smart funding from the Department of Transport).

Love Living Local was a trial project which further used international best practice and innovative approaches to travel behaviour change. Love Living Local encouraged residents to utilise their local centres. Coupled with this was the aim of reducing car use, which for travelling short distances to these centres was particularly undesirable.

#### CORE ISSUES

Love Living Local completed a significant range of activities and initiatives. Some of these activities were:

- New tenants sustainable transport kits distributed through real estates
- Investigations into home delivery in both Preston and Fairfield
- Personal travel planning
- School Travel Plans
- Local periodical bulletin
- Footpath stencils

- Directional signs
- Bike riding training
- Photography competition
- Bike repair and distribution
- Street parties
- Bike infrastructure (parking, lanes)
- Urban art developed with youth and local residents (Reservoir).

Measuring community-based travel behaviour change is difficult and is best done over a long period of time. Nonetheless, a number of methods of evaluation were used during the course of the project, which yielded some great successes, eg:

- Walking to Fairfield centre increased by 5%
- Driving to Fairfield centre decreased by 4%
- Residents rated the directional signs, footpath stencils and bulletin all very high for both clarity and usefulness
- Of those who were aware of the directional signs, footpath stencils and bulletins, 10 – 13 percent changed their travel behaviour because of those things
- Cycling on Broadway (Reservoir) increased by 270% after the installation of cycle lanes
- 79% of street party attendees reported the parties were good or very good at promoting sustainable transport
- 76% of street party attendees reported the parties were good or very good for getting to know their neighbours.

Anecdotal feedback from residents and partners in the project was also very positive. Additionally, the project garnered some very good media in the local *Leader* and *Northern Weekly* newspapers.

Council has presented on the successes and challenges of this innovative project to a number of audiences, including the TravelSmart Collegiate, Councils' internal behaviour change network, and the Darebin Health Steering Committee. An article also appeared in *Planning News October 2009*.

**Appendix A** contains the overall final report for Love Living Local, which contains further detail.

## **POLICY IMPLICATIONS**

### **Environmental Sustainability**

The successful delivery of Love Living Local was a large, important, and innovative step for increasing the environmental sustainability of Darebin's residents, particularly concerning transport. Transport is the second largest source of carbon emissions for residents (*Victorian Climate Change Green Paper, 2009*). By encouraging residents to change transport modes we are helping reduce the impact of transport, as well as helping residents increase their resilience for Peak Oil.

**Social Inclusion and Diversity**

Improving the use of sustainable transport in Darebin increases the equity and affordability of transport options for our residents. The private motor vehicle is the most expensive mode of transport, and so it disfavours the most disadvantaged sections of our community. Love Living Local promoted and encouraged shorter trips and those by non-private car modes – these are often more convenient and healthy modes of travel for those unable to drive (CALD community members are over-represented in this segment of our community).

Walking in particular has been shown to have a positive affect on the way residents interact with their local communities and neighbourhoods. Vehicular traffic often has the opposite effect, reducing the amenity of a neighbourhood and restricting opportunities for neighbourly interactions.

**Other**

Love Living Local initiatives and outcomes contributed to the achievement of several elements of the Council Plan, including Community Wellbeing, Liveability and Regeneration, Environmental Sustainability, and Prudence and Prosperity.

**FINANCIAL IMPLICATIONS**

\$300,000 (2006-2009) from Council

\$300,000 (2006-2009) from Department of Transport

Within Budget

**FUTURE ACTIONS**

- Continue promotion of the success of Love Living Local
- Reinforce Love Living Local concepts in future travel behaviour change programs

**RELATED DOCUMENTS**

- Love Living Local year 1 report to Department of Transport, June 2009
- Love Living Local year 2 report to Department of Transport, June 2009
- Love Living Local year 3 report to Department of Transport, June 2009
- Love Living Local final report to Department of Transport, June 2009
- **Appendix A** – “Love Living Local” Umbrella Final Report to Department of Transport

**7.6 PASS-OUT POLICY AT AQUATIC CENTRES IN DAREBIN****MINUTE NO. 47****AUTHOR: Contracts Manager Leisure Services – Don Nicholson****MANAGER: General Manager Community Assets and Leisure – Geoff Glynn****BUDGET****IMPLICATIONS: Nil****SUMMARY:**

Council resolved on 16 November 2009 that Council officers negotiate with the YMCA Management of the Northcote Aquatic and Recreation Centre (NARC) to facilitate pass-outs to patrons on request. Council also requested that a report be provided regarding pass-out policies at other aquatic facilities within Darebin.

Discussions with aquatic centre managers in Darebin and around Melbourne identified that most implement a No Pass-Out policy but are flexible in allowing patrons to briefly exit and re-enter the venue for legitimate reasons.

Following analysis of the issues, and consultation and advice from the Centre Managers of Northcote Aquatic and Recreation Centre (NARC) and the Reservoir Leisure Centre (RLC), it was found that the implementation of a pass-out policy would not significantly improve the service provided to patrons. There would also be a number of potentially negative impacts on aquatic centre operations.

**CONSULTATION:**

Centre Manager Reservoir Leisure Centre

Centre Manager Northcote Aquatic and Recreation Centre

Coburg Leisure Centre, Croydon Leisure and Aquatic Centre, Prahran Aquatic centre, Maribyrnong Aquatic Centre, Melbourne Sports and Aquatic Centre (MSAC).

**COUNCIL RESOLUTION****MOVED: Cr. S. Tsitas****SECONDED: Cr. N. Katsis**

**THAT** aquatic and leisure centres in Darebin continue to implement a No Pass-Out policy while retaining flexibility in allowing patrons to briefly exit and re-enter for legitimate reasons.

**CARRIED**

**REPORT****BACKGROUND**

Council resolved on 16 November 2009 that Council officers negotiate with the YMCA Management of the Northcote Aquatic and Recreation Centre (NARC) to facilitate pass-outs to patrons on request. Council also requested that a report be provided regarding pass-out policies at other aquatic facilities within Darebin.

Council queried why venues such as the Melbourne Cricket Ground (MCG) implement a pass-out system whereas there is currently a No Pass-Out policy at the Northcote Aquatic and Recreation Centre.

**CORE ISSUES**

Pass-out systems operate at sporting venues such as the MCG, Etihad Stadium, Rod Laver Arena as well as clubs and entertainment venues where significant entry fees are charged. Pass-out systems allows patrons to exit venues for short periods and then re-enter without incurring an additional entry charge.

The rationale for implementing a pass-out system is based on:

- Patrons needing to exit the premises to retrieve forgotten items from vehicles or from their home if in close proximity
- Patrons needing to move vehicles in restricted parking areas
- Patrons wishing to exit the premises to smoke
- Patrons wishing to meet friends or family at a designated outdoor location due the difficulty or inconvenience of locating somebody within a large venue
- Patrons requiring particular essential items (foods, medicines) not available within the venue
- Patrons wishing to briefly escape the noise, heat or crowding within a venue.

A pass-out system is predicated on the assumption that it is unreasonable to charge patrons an additional entry fee to re-enter a venue after exiting for a short period of time.

Discussions were held between the Contracts Manager Leisure Services and the Centre Managers of both aquatic centres in Darebin, the Northcote Aquatic and Recreation Centre (NARC) and the Reservoir Leisure Centre (RLC), about their respective policies in relation to pass-outs. Both the Northcote Aquatic and Recreation Centre and the Reservoir Leisure Centre have a No Pass-Out policy.

A No Pass-Out policy applies to casual facility users who have the ability to enter for an unlimited period on any given day for relatively little cost. Amenities provided at the Centres (toilets, food, drinks, etc) minimises the need for patrons to exit and re-enter the venue.

While NARC and RLC do not have a formal Pass-Out system, reception staff are flexible in allowing casual patrons to briefly exit and re-enter the venue at no charge for legitimate reasons such as to retrieve forgotten items or to purchase particular items at nearby outlets, such as hot food, if unavailable at the venue.



A number of aquatics centres in the Melbourne metropolitan area were contacted and asked about their respective procedures in relation to pass-outs. Most have a No Pass-Out policy but have adopted a system similar to that of NARC and RLC, with reception staff allowing casual patrons to briefly exit and re-enter the venue at no charge for legitimate purposes. Prahran Aquatic Centre implements a 10 minute pass-out system, primarily to allow patrons to move vehicles parked in the surrounding 2 hour parking zones.

Both NARC and RLC are smoke-free. The implementation of a pass-out system would encourage smoking in areas adjacent to the facility and especially around high traffic areas such as entrances. Leisure and aquatic centres, with strong emphasis on health and fitness, are keen to minimise smoking. This was emphasised by nearly all aquatic centres contacted.

If the impetus for a pass-outs policy is based on people wishing to smoke, consideration may be given to establishing a designated smoking zone in an inconspicuous, low traffic area within the centre grounds. This would need to be explored in the context of how smokers are catered for across Council facilities. RLC allows patrons to briefly exit and return to the venue to smoke at the discretion of reception staff.

Following analysis of the issues, and consultation and advice from the Centre Managers of RLC and NARC, the implementation of a Pass-Out policy is not recommended.

The implementation of a pass-out policy is unlikely to significantly improve the service provided to patrons as:

- There is currently flexibility for patrons to approach reception staff to briefly exit and re-enter the facilities for legitimate reasons
- Patrons may bring in food, drink and any other essentials not provided by the Centre
- Ample unrestricted parking is available to patrons at both NARC and RLC
- Crowding, excessive noise and heat such as experienced at indoor clubs and bars is not an issue at aquatic venues like NARC and RLC that provide ample outdoor areas
- The difficulties in locating or meeting friends and family are not present as they are at larger venues or stadiums
- There is the opportunity for patrons who wish to undertake multi-visits to Centres on any particular day to take up a range of Centre memberships or purchase multi-visit passes.

There are a number of potential negative impacts on centre operations associated with adopting a pass-out system:

- Offering pass-outs provides people with the opportunity to consume alcohol or recreational drugs while not in view of staff. People under the influence of alcohol or other drugs have an increased risk of drowning or becoming a public nuisance
- Regulating and ejecting unruly or anti-social patrons is complicated if the opportunity is provided to exit the venue and return at a later time
- Effectively monitoring and regulating a Pass-Out system during peak periods would not be feasible. This was emphasised by all the aquatic centres contacted
- Offering pass-outs may encourage smoking at Leisure Centres, and especially in high traffic areas such as entrances
- Casual patrons gain member benefits if able to repeatedly exit and enter the facility

- An increased likelihood of patrons evading paying entry fees leading to potential loss of revenue.

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

There are no policy implications relating to Environmental Sustainability.

**Social Inclusion and Diversity**

Aquatic Centres in Darebin provide the opportunity for families and individuals to spend extended periods enjoying recreation relatively cheaply in comparison to other forms of entertainment. There is no evidence that implementing a pass-out policy would improve social inclusion and diversity.

**Other**

Nil.

**FINANCIAL IMPLICATIONS**

Adopting a Pass-Out policy may negatively affect Centre and Council revenue due to potential entry fee evasion.

**FUTURE ACTIONS**

The Contracts Manager Leisure Services will review the service provided for smokers in the context of how smokers are catered for across Council facilities and discuss with the aquatic centre managers in relation to feedback received by smokers at the respective venues.

**RELATED DOCUMENTS**

Council Minutes – 16 November 2009

**7.7 STATUS REPORT ON REPORTS AND 'GENERAL BUSINESS' ITEMS OUTSTANDING**

**MINUTE NO. 48**

**AUTHOR:** Council Business Coordinator – Ron Downes

**MANAGER:** General Manager Corporate Services – Bruce Dobson

**BUDGET  
IMPLICATIONS:** Nil

**SUMMARY:**

This report provides a summary of the status of reports and 'General Business' items outstanding as at December 2009.

**CONSULTATION:**

Executive Management Team

**COUNCIL RESOLUTION**

**MOVED:** Cr. T. McCarthy  
**SECONDED:** Cr. S. Tsitas

**THAT** the status report on Reports and 'General Business' items outstanding as at December 2009, attached as **Appendix A** to this report, be received and noted.

**CARRIED**

**REPORT**

**CORE ISSUES**

The status of outstanding reports and actions requested by Council resolution is reported to Council monthly.

A schedule of the reports and actions outstanding as at December 2009 is attached as **Appendix A**.

The list of reports requested includes items raised by Councillors under 'General Business'.

Items are deleted from the list once the report or action has been completed and the completed status has been noted by the Council.

**POLICY IMPLICATIONS**

**Environmental Sustainability**

Nil.

**Social Inclusion and Diversity**

Nil.

**Other**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**FUTURE ACTIONS**

The next status report will be submitted to Council at its meeting on 1 March 2010.

**RELATED DOCUMENTS**

Minutes of previous meetings of the Council.

**8. URGENT BUSINESS**

Nil.

**9. GENERAL BUSINESS****9.1 RELOCATION OF DISABLED PARKING BAY IN FRONT OF  
804-806 HIGH STREET THORNBURY**

**MINUTE NO. 49**

**COUNCIL RESOLUTION**

**MOVED: Cr. D. Asmar**  
**SECONDED: Cr. T. McCarthy**

**THAT** officers provide an update on the relocation of the disabled parking bay in front of 804-806 High Street Thornbury to enable the traders to place tables and chairs on the footpath.

**CARRIED**

**9.2 PROPOSED DAREBIN FRUIT AND VEGETABLE GARDEN  
COMPETITION**

**MINUTE NO. 50**

**COUNCIL RESOLUTION**

**MOVED: Cr. T. Laurence**  
**SECONDED: Cr. T. McCarthy**

**THAT** Council officers report back to Council on the feasibility of creating a city-wide competition for the best fruit and vegetable gardens with a view to engaging our diverse community and recognise gardeners with a community prize.

**CARRIED**

## 10. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

### CLOSE OF MEETING

**MOVED:** Cr. S. Chiang

**SECONDED:** Cr. S. Tsitas

**THAT** in accordance with section 89(2) of the Local Government Act 1989, Council resolves to close the meeting to members of the public to consider the following items which relate to contractual matters and personnel matters:

- 10.1 Tender for the Lease of the Edwardes Lake Park Boathouse – CT0997
- 10.2 Extension of Recyclables Collection Service Contract - CT0349
- 10.3 Tenders for the construction of the All Abilities Play Space at Bundoora Park – CT200912
- 10.4 Supply of Fuels at Retail Outlets
- 10.5 Report of Chief Executive Officer Performance Review Committee.

**CARRIED**

The meeting was closed to members of the public at 7.38pm.

*The Council considered and resolved on Report Item 10.1 (Tender for the Lease of the Edwardes Lake Park Boathouse – CT0997), Report Item 10.2 (Extension of Recyclables Collection Service Contract - CT0349), Report Item 10.3 (Tenders for the construction of the All Abilities Play Space at Bundoora Park – CT200912), Report Item 10.4 (Supply of Fuels at Retail Outlets) and Report Item 10.5 (Report of Chief Executive Officer Performance Review Committee) which had been circulated to Councillors on Thursday 28 January 2010 with the Council Agenda Paper or Friday 29 January 2010.*

### RE-OPENING OF MEETING

**MOVED:** Cr. S. Chiang

**SECONDED:** Cr. N. Katsis

**THAT** the meeting be re-opened to the members of the public.

**CARRIED**

The meeting was re-opened to members of the public at 9.30pm.

*(When the meeting was re-opened, all Officers except the Manager Corporate Governance, Ray McQuillen, had left the meeting)*

**CONFIDENTIAL****10.1 TENDER FOR THE LEASE OF THE EDWARDES LAKE  
PARK BOATHOUSE – CT0997****MINUTE NO. 51****AUTHOR: Acting Manager, Asset Strategy – Anita Craven****MANAGER: General Manager Community Assets and Leisure – Geoff Glynn****BUDGET  
IMPLICATIONS: Nil.****SUMMARY:**

Tenders have been called for the lease of the Edwardes Lake Park Boathouse, Edwardes Lake Park, Reservoir for the purposes redeveloping the building and conducting a café / restaurant from the premises.

This report provides the outcome of the tender for the lease of the Edwardes Lake Park Boathouse (CT0997).

**Council deferred consideration of this item when it was previously submitted on 16 November 2009 and 21 December 2009.**

**CONSULTATION:**

General Manager Community Assets and Leisure

Property Manager, Property Management

Project Officer, Major Projects

Jones Lang LaSalle

**RECOMMENDATION**

**THAT** the Council Resolution be made available to the public but the report remain confidential.

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. T. McCarthy

**THAT** the following Council Resolution:

*“That consideration of this matter be deferred until the Council meeting on 1 March 2010 and that officers report back with details of plans and financials submitted by the short listed tenderers.”*

be made available to the public but the report remain confidential.

**CARRIED**



**CONFIDENTIAL****10.2 EXTENSION OF RECYCLABLES COLLECTION SERVICE  
CONTRACT – CT0349**

MINUTE NO. 52

**AUTHOR: General Manager Environment and Amenity –Libby Hynes****MANAGER: Chief Executive Officer – Michael Ulbrick****BUDGET****IMPLICATIONS: Within current budget****SUMMARY:**

In March 2003 Thiess Services Pty Ltd was awarded the Recyclables Collection Services Contract (CT0349) and the Recycling Receivals Contract (CT0350). These contracts commenced in September 2003 for a period of 7 years with an option of extension available of up to two 6 month periods.

The contract for Recycling Receivals has already been extended for a further year and it is now recommended that the Recycling Collection Services Contract (CT0349) be extended for the optional year to September 2011 prior to inviting tenders concurrently for both recycling services in late 2010.

**On 21 December 2009, Council deferred consideration of this item to this meeting on 1 February 2010 to enable further information and discussion, the further information to include costing and financial models.**

**CONSULTATION:**

Thiess Services Pty Ltd  
Customer Service Unit  
Procurement and Contracting Unit  
Environmental Services Unit  
Environmental Strategy Unit  
General Manager City Services  
Metropolitan Councils

**RECOMMENDATION**

**THAT** the Council Resolution be made available to the public but the report remain confidential.

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. T. McCarthy

**THAT** the following Council Resolution:

*“That:*

- (1) Council, authorise the General Manager Environment and Amenity to exercise the option within the current contract with Thiess services, and negotiate a 1 year extension for the provision of Recyclables Collection Services until 7 September 2011.*
- (2) A further report be presented to Council prior to retendering the service in late 2010.”*

be made available to the public but the report remain confidential.

**CARRIED**

---

**CONFIDENTIAL****10.3 TENDER FOR THE CONSTRUCTION OF THE ALL ABILITIES PLAY SPACE AT BUNDOORA PARK – CT200912****MINUTE NO. 53****AUTHOR: Acting Manager Bundoora Park - Tim Hosier****MANAGER: General Manager Community Assets and Leisure - Geoff Glynn****SUMMARY:**

One of the recommendations contained in the Bundoora Park Master Plan as adopted by Council in 1998, was the development of a major adventure playground in Bundoora Park for the wider community.

This report recommends the acceptance of a revised tender for the construction of Stage 1 of the All Abilities Play Space at Bundoora Park.

**CONSULTATION:**

Ward Councillors

Chief Executive Officer

Local Member of Parliament

General Manager City Services

Manager Capital Works

Manager Open Space Planning

Manager Darebin Parks

Sport &amp; Recreation Victoria

Department of Planning and Community Development

Playground Design Engineer

Education Program for Infants and Children (EPIC)

Down Syndrome Association of Victoria

Concord Special School

La Trobe University

Royal Children's Hospital

Baltara Special School

Croxtton Special School

Association for Children with a Disability

**RECOMMENDATION**

**THAT** the Council Resolution be made available to the public but the report remain confidential.

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. T. McCarthy

**THAT** the following Council Resolution:

*“That:*

- (1) Council resolves to enter into an agreement with Haylen Group Pty Ltd for the construction of an All Abilities Play Space at Bundoora Park at a cost of \$602,164.75 excluding GST for stage one of this project.*
- (2) Council delegate authority for signing of contract documents to the General Manager, Community Assets and Leisure.”*

be made available to the public but the report remain confidential.

**CARRIED**

**CONFIDENTIAL****10.4 SUPPLY OF FUELS AT RETAIL OUTLETS****MINUTE NO. 54****AUTHOR: Coordinator Procurement and Contracting – David Cecala****MANAGER: General Manager Corporate Services – Bruce Dobson****BUDGET****IMPLICATIONS: Within budgeted allocation****SUMMARY:**

Tenders have been called for the supply of fuels at retail outlets. The contract involves the provision of fuel cards for use by Council Officers to refuel motor vehicles, plant and equipment (excludes bulk fuel purchases). Strategic Purchasing (SP) as tendering agents, were engaged to conduct the tendering process on behalf of its 79 member Councils with the new contract commencing in February 2010 for a three year term, with the option of a further two year term.

This report recommends that the tender submission of BP Australia be accepted by Council.

**CONSULTATION:**

Strategic Purchasing

Chief Financial Officer

Fleet Coordinator

Executive Management Team

**RECOMMENDATION**

**THAT** the Council Resolution be made available to the public but the report remain confidential.

**COUNCIL RESOLUTION**

**MOVED:** Cr. D. Asmar  
**SECONDED:** Cr. T. McCarthy

**THAT** the following Council Resolution:

*“That:*

- (1) Council resolves to nominate BP Australia as the preferred supplier for supply of fuels at retail outlets under a Master Agreement, for a three year term commencing 1 February 2010, with the option of a further two year term.*
- (2) The General Manager Corporate Services be authorised to finalise and execute the contract documentation”*

be made available to the public but the report remain confidential.

**CARRIED**

**CONFIDENTIAL****10.5 REPORT OF CHIEF EXECUTIVE OFFICER PERFORMANCE  
REVIEW COMMITTEE****MINUTE NO. 55****AUTHOR: Manager Customer and Civic Services – Ray McQuillen****MANAGER: General Manager Corporate Services – Bruce Dobson****BUDGET****IMPLICATIONS: Nil****SUMMARY:**

The Chief Executive Officer Performance Review Committee is an Advisory Committee of the Council.

A meeting of the Committee was held on 21 December 2009.

This report presents the Committee's report of that meeting and presents procedural recommendations for consideration by the Council.

**CONSULTATION:**

Mayor, Cr Vince Fontana

Members of CEO Performance Review Committee

Chief Executive Officer

Manager Organisation Development

**RECOMMENDATION**

**THAT** the Council Resolution and the report remain confidential.

**COUNCIL RESOLUTION**

**MOVED:** Cr. T. Laurence  
**SECONDED:** Cr. S. Tsitas

**THAT** the following Council Resolution:

*“That:*

- (1) The report of the Chief Executive Officer Performance Review Committee meeting held on 21 December 2009 (adjourned to 22 December 2009), attached as **Appendix A** to this report, be received.*
- (2) The revised process and timetable for the CEO recruitment process attached as **Appendix B** to this report, be endorsed.*
- (3) Council formally delegates authority to the Chief Executive Officer Performance Review Committee to undertake the CEO recruitment in accordance with the revised process and timetable endorsed by the Council in recommendation (2) above.*
- (4) Council, pursuant to section 77(2)(b) of the Local Government Act 1989 resolves that its resolution of 16 November 2009:*

*“That upon expiration of the Chief Executive Officer’s current contract, the position be filled following advertising in accordance with the Local Government Act 1989”*

*is not (no longer) confidential information.”*

be made available to the public but the report and the additional Council Resolution remain confidential.

**CARRIED**



**11. CLOSE OF MEETING**

The Council meeting closed at 9.33pm.