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AGENDA

Council Meeting to be held
at Darebin Civic Centre,
350 High Street Preston
on Monday, 21 August 2017
at 6.00 pm.

Public question time will
commence shortly after 6.00 pm.

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Agenda

1. MEMBERSHIP

Cr. Kim Le Cerf (Mayor) (Chairperson)

Cr. Steph Amir

Cr. Gaetano Greco (Deputy Mayor)

Cr. Trent McCarthy

Cr. Lina Messina

Cr. Susanne Newton

Cr. Susan Rennie

Cr. Julie Williams

2. APOLOGIES

Cr. Tim Laurence is on an approved leave of absence.

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 7 August 2017 be confirmed as a correct record of business transacted.

5. QUESTION AND SUBMISSION TIME

Members of the public can lodge questions for Council to answer or make a Comment or Submission prior to a specific item listed on the Agenda of an Ordinary Council meeting.

QUESTIONS

Members of the public can ask up to two (2) questions at an Ordinary Council meeting.

Questions submitted online will be responded to in the first instance. If you are not present at the meeting, the Chairperson will read the question and provide a response. The Chairperson may then take questions from members in the gallery.

Any question not answered at the meeting will be taken on notice and a written response will be provided to the person asking the question.

In accordance with the Darebin Governance Local Law, the Chairperson may disallow a question if it:

- is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance; or
- deals with a subject matter already answered; or
- is aimed at embarrassing a Councillor or an officer.

If you are unable to submit your question prior to the Ordinary Council meeting, the Chairperson may take questions from the floor.

SUBMISSIONS OR COMMENTS

Members of the public may make a comment or 2 minute submission on a matter listed on the Agenda prior to the item being debated.

A person who is unable to stay at the meeting until the Agenda item is heard, may make their comment or submission during Question Time.

HOW TO SUBMIT YOUR QUESTION OR MAKE A COMMENT OR SUBMISSION

Members of the public who wish to ask a question, or make a comment or submission to an agenda item, at an Ordinary Council meeting are encouraged to do so in one of the following ways:

- (a) online at darebin.vic.gov.au/questionsandsubmissions by 3pm on the day of the meeting; or
- (b) by email to Q&S@darebin.vic.gov.au; by 3pm on the day of the meeting; or
- (c) in person at the Preston Customer Service Centre, 274 Gower Street, Preston; or
- (d) by mail to PO Box 91, Preston 3072; or
- (e) with a Council officer prior to a Council meeting.

Council meetings can be viewed at the Watch Council and Planning Committee meetings page.

Agenda's will be available for viewing on Council's website at the 'Meeting Agendas and Minutes' page by 5pm, up to 6 days prior to the date of the meeting. Copies are also available at Customer Service centres and libraries.

6. CONSIDERATION OF REPORTS

6.1 SIX MONTH PROGRESS REPORT FOR COMMUNITY ADVISORY COMMITTEES WITH COUNCILLOR REPRESENTATION

Author: Coordinator Council Plan and Performance

Reviewed By: Director Civic Governance and Compliance

Report Background

At the Special Meeting of Council of 14 November 2016, Councillors were appointed to Community Advisory Committees. This report provides a six month progress update on Committee activities from December 2016 to May 2017.

Previous Council Resolution

At its meeting held on 20 October 2014, Council resolved:

'That Council...

(4) That officers report on all Committees to Council every six months.'

At its meeting held on 20 March 2017, Council resolved:

That Council:

- (1) Notes the six month progress reports of the 19 Community Advisory Committees for the period June 2016 to November 2016 as attached in Appendix A to this report.*
- (2) Establishes a Community Advisory Working Group to discuss how to review the advisory committees. The working group will be comprised of the Mayor and any Councillors who wish to participate and will be supported by relevant Council officers. The working group will meet on a regular basis over coming months to develop proposals for Council's consideration at a meeting in June 2017.*

Previous Briefing(s)

This matter has not previously been to a Councillor Briefing.

Council Plan Goal/Endorsed Strategy

Goal 5 – Involving our diverse community

Summary

This report provides a six month progress report for the 19 Community Advisory Committees with Councillor representation for the period December 2016 to May 2017.

The attached Committee reports provide the following information for each Community Advisory Committee:

- Committee Summary
- Progress of key issues/challenges

- Progress of activities/outcomes
- Future plans for the next six months

Recommendation

That Council note the six month progress reports of the 19 Community Advisory Committees for the period December 2016 to May 2017 as attached in **Appendix A** to this report.

Introduction

Council has established a number of Community Advisory Committees to facilitate community participation and input into policy and service development, or to assist with facility, project and event management.

Community Advisory Committees typically comprise one or more Councillors, Council officers and a number of community representatives. The community representatives may be local residents or stakeholders appointed in their own right or representatives of service authorities, support agencies or community organisations.

The progress, advice and recommendations of Community Advisory Committees are reported to Council through formal officer reports (supplemented from time to time by verbal reports by Councillors).

This is the six month progress report for the following Committees:

- Active and Healthy Ageing Community Board
- Darebin Aboriginal Advisory Committee
- Darebin Arts Ambassadors Reference Group
- Darebin Australia Day Committee
- Darebin Bicycle Advisory Committee
- Darebin Disability Advisory Committee
- Darebin Domestic Animal Management Reference Group
- Darebin Education Committee
- Darebin Environmental Reference Group
- Darebin Housing Committee
- Darebin Interfaith Council
- Darebin Women's Advisory Committee
- Darebin Youth Advisory Group
- Edwardes Lake Park Reference Group
- Municipal Emergency Management Planning Committee
- Northland Urban Renewal Precinct Steering Committee
- Preston Business Advisory Committee
- Reservoir Structure Plan Community Reference Group

- Sexuality, Sex and Gender Diversity Advisory Committee

Issues and Discussion

Based on a review for Community Advisory Committees conducted in October 2014, these are the 19 Community Advisory Committees that are to be reported to Council.

Every Committee has its own particular outcomes and challenges. Please see each individual report for details.

Options for Consideration

See each individual report for details.

Financial and Resource Implications

There are no financial implications from this report. All activities and actions are conducted within current budgets.

Risk Management

There are no risks identified in Council's risk management framework that are associated with Advisory Committees.

Policy Implications

Economic Development

Beyond the advisory committees/groups that support economic development, policies, strategies and actions, this report has no economic development implications.

Environmental Sustainability

Over the course of their discussion and deliberation, every advisory committee considers environmental implications as part of its recommendations. Committees with specific environmental terms of reference include the Darebin Environmental Reference Group (DERG) and the Darebin Bicycle Advisory Committee.

Human Rights, Equity and Inclusion

Community Advisory Committees are one of a number of community engagement tools that ensure our community voice, in all its diversity, is reflected in Council's services, programs and activities. They are a successful model for citizen engagement and democratic participation, advancing Council's commitment toward access, equity and inclusion for our community.

Other

There are no other factors that impact on this report.

Future Actions

On 20 March 2017, Council resolved that a working group be established to work on a review of Advisory Committee's for Council's consideration. As a result of the review it is likely that this will be the last Advisory Committee progress report using this format.

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

- Council Minutes – 20 October 2014, 14 November 2016 and 20 March 2017

Attachments

- Six Month Progress Reports for Advisory Committees with Councillor Representations (**Appendix A**) [⇒](#)

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 GIFTS AND HOSPITALITY POLICY 2017**Author:** Council Business and Governance Officer**Reviewed By:** Director Civic Governance and Compliance

Report Background

The *Councillor Code of Conduct 2017* and the *Excellence in Governance - Employee Code of Conduct 2013* provide guidelines on the appropriate handling of offers (whether accepted or declined) of gifts, benefits and hospitality. This Policy consolidates those guidelines and applies to Councillors and Council officers similarly.

Previous Council Resolution

At its meeting held on 18 August 2014, Council resolved:

'That Council adopts the Gifts and Hospitality Policy 2014 attached as Appendix A to this report with the following amendments:

- *At item 6.7 paragraph 2, amend the amount to \$50.*
- *At item 6.8 paragraph 3, add the words 'community events' after working lunches.'*

Previous Briefing(s)

This matter has not previously been to a Councillor Briefing.

Council Plan Goal/Endorsed Strategy

Goal 6 - A well governed Council

Summary

The *Gifts and Hospitality Policy 2017* (the Policy) provides guidance to Councillors and Council officers in addressing any offer, receipt or refusal of any gift, benefit or hospitality by ensuring that:

- A high standard of probity and accountability is maintained;
- Legislative requirements and community expectations are met;
- Council activities are not influenced, or perceived to be influenced, by the receipt of gifts, benefits or hospitality; and
- Gifts that are accepted or declined are properly disclosed and managed.

The Policy applies to all Councillors and Council officers and operates in conjunction with the *Councillor Code of Conduct 2017* and the *Excellence in Governance - Employee Code of Conduct 2013*.

Recommendation

That Council adopts the Gifts and Hospitality Policy 2017 attached as **Appendix A** to this report.

Introduction

Darebin City Council is committed to being open and transparent in its operations to minimise the risk of being placed in a compromising position that may have an adverse effect on its public endeavours and the promotion of trust within the community.

Issues and Discussion

Darebin City Council recognises that Councillors and Council officers will on occasion be offered gifts, benefits and hospitality however it should always be remembered that Councillors and Council Officers perform their roles to ensure the peace, order and good governance of the municipal district, and not to derive undue personal benefit.

Receipt of a gift from a person or organisation can result in a conflict of interest, or a perceived conflict of interest, in a matter. Councillors and Council officers need to familiarise themselves with the conflict of interest provisions of the *Local Government Act 1989* (the Act). The organisation provides support through initiatives such as the Policy and training however it is an obligation, and at the discretion of each Councillor and Council officer to take personal responsibility for their own compliance.

All gifts, benefits or hospitality received by Councillors or Council officers must be declared by completing the relevant *Darebin Gifts Registration Form* (attached as Appendices A – C within the Policy) submitted to the Manager Governance and Corporate Information for inclusion in the *Gifts and Hospitality Register*. The *Gifts and Hospitality Register* will be made available for public inspection in accordance with the provisions of the Act and reported to the Audit Committee on a quarterly basis.

The main change to the 2017 policy is to include clause 6.9 Tickets and Event which identifies when the Darebin Gift and Hospitality form needs to be completed by Councillors and officers.

Options for Consideration

Option 1 - Adopt the *Gifts and Hospitality Policy 2017* without change. This is the preferred option.

Option 2 - Adopt the *Gifts and Hospitality Policy 2017* with changes.

Option 3 - Do not adopt the *Gifts and Hospitality Policy 2017*.

Financial and Resource Implications

Nil

Risk Management

The adoption of the *Gifts and Hospitality Policy 2017* helps ensure that:

- A high standard of probity and accountability is maintained;
- Legislative requirements and community expectations are met;
- Council activities are not influenced, or perceived to be influenced, by the receipt of gifts, benefits or hospitality; and
- Gifts that are accepted or declined are properly disclosed and managed.

Policy Implications

Economic Development

Nil

Environmental Sustainability

Nil

Human Rights, Equity and Inclusion

Nil

Other

The *Gifts and Hospitality Policy 2017* has been developed in accordance with the *Local Government Act 1989*, the *Councillor Code of Conduct 2017* and the *Excellence in Governance - Employee Code of Conduct 2013*.

Future Actions

- The *Gifts and Hospitality Policy 2017* will be included on the Darebin website and Intranet site.

Consultation and Advocacy

Related Documents

- Gifts and Hospitality Policy 2014
- Council Minutes – 21 July 2014
- *Local Government Act 1989*
- *Protected Disclosure Act 2012*

Attachments

- Appendix A Gifts and Hospitality Policy 2017 (**Appendix A**) [⇒](#)

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 URBAN DESIGN FRAMEWORK 2015 ST GEORGES ROAD AND PLENTY ROAD CORRIDORS**Author:** Manager City Design and Strategic Planning**Reviewed By:** Director City Futures and Assets

Report Background

Amendments C136 and C137 sought to implement the land use and built form directions contained in the Urban Design Framework 2015 St Georges Road and Plenty Road Corridors (UDF 2015). The amendments were developed to align with the population demand and dwelling supply anticipated in the Darebin Housing Strategy 2013. The amendments were also developed to encourage housing supply along the public transport corridors of St Georges Road and Plenty Road, with the intent of reducing unintentional growth within the more sensitive and intact residential areas of Darebin.

As part of the approval of Amendments C136 (gazetted 15 September 2016) and C137 (gazetted 1 June 2017), the UDF 2015 was included as a reference document to the Darebin Planning Scheme.

An updated version of the UDF 2015 (**Appendix A**) is now required to be adopted by Council. This current UDF 2015 version updates the previous Council adopted UDF 2013 which now incorporates the views and recommendations of the Independent Planning Panel (panel report released in 2014), views of the community and development industry, and particular changes to align with the Amendments C136 and C137 documents approved by the Minister for Planning.

Previous Council Resolution

This matter has not been the subject of a Council resolution since Amendments C136 and C137 were lodged for approval with the Minister for Planning in 2015.

Previous Briefing(s)

Councillor Briefing – 31 July 2017

Council Plan Goal/Endorsed Strategy

Goal 3 - A liveable city

Summary

The UDF 2015 was developed to set a clear direction for residential and mixed-use growth along the St Georges Road and Plenty Road Corridors (the Corridors). The emphasis of the UDF 2015 is on achieving well-planned intensification through high quality urban design responses that reduce negative off-site impacts.

Although the UDF 2015 has been supported by the Minister for Planning through the approval of Amendments C136 and C137 as a reference document in the Darebin Planning Scheme, the current version of the UDF 2015 has been updated to incorporate the views of the Independent Planning Panel and certain changes made by the Minister for Planning through the approved documents. This current version of the UDF now requires adoption by Council.

Recommendation

That Council:

- (1) Notes the approval of Amendments C136 and C137 by the Minister for Planning.
 - (2) Adopts the Urban Design Framework 2015 St Georges Road and Plenty Road Corridors as a reference document in the Darebin Planning Scheme implemented through Amendment C137, as shown in **Appendix A** to this report.
-

Introduction

Amendments C136 and C137 have been successful in providing clarity and certainty for the community and developers by setting mandatory height controls and strengthening building design requirements for all new development affected by the Amendments. These built form controls have been supported by the guidelines, analysis and explanations encapsulated in the UDF 2015 (**Appendix A**). Since the recommendations of the Independent Planning Panel were released, and resulting from the documents formally approved by the Minister for Planning, the UDF 2015 has now been updated. These updates (known as Version 1.3), are now to be adopted by Council.

Issues and Discussion**Community Consultation Process**

Council invested significantly in engagement activities in 2013 for Amendments C136, C137 and the associated Urban Design Framework (2013). Over 4000 landowners and occupiers located within an approximate distance of 140m either side of the corridor were invited to participate in the process. Open House Community workshops and other community meetings were held between August and October 2013.

The Panel Report dated 31 July 2014 which considered all submissions to Amendments C136 and C137 were reported to Council on 15 September 2014. Overall, the Panel supported the broad strategic intent of the Amendments and the UDF. In particular, the Panel provided strong support for Council's strategic direction in managing immediate future growth along public transport corridors (St Georges Road and Plenty Road), and indicated that the Amendments will 'provide a development control platform that will enable Council to respond to development pressures over many years to come'.

Urban Design Framework 2015 St Georges Road and Plenty Road Corridor

The UDF 2015 reflects Council's aspirations for high quality design outcomes for apartment style developments along the St Georges Road and Plenty Road transport corridors. The first section of the Framework Plan contains urban design strategies dealing with:

- Sustainability;
- Land use;
- Local identity and character;
- Built form;
- Sensitive interfaces;
- Amenity;

- Public realm; and
- Movement and transport.

The second part of the Framework sets out a vision in the form of a Preferred Future Outcome and provides guidelines specific to each precinct along the corridors. This section of the document works as a further reference to the Design and Development Overlays (DDO16, DDO3 and DDO17), to progress Council's vision to better balance higher density development with managing off-site amenity impacts.

The primary changes to the UDF 2015 bring the document into alignment with the approved C136 and C137 documents, and the UDF is now presented within a single document for both the Plenty Road and St Georges Road corridors, rather than the original separate documents for each corridor, as recommended by the Independent Planning Panel.

Sustainability

It is acknowledged that through the approved Design and Development Overlay (DDO16 and DDO17) documents, the Minister for Planning did not support specific Environmentally Sustainable Design (ESD) requirements. These requirements were removed by the Minister for Planning, with the knowledge that Council has prepared and submitted to the Minister for approval, Amendment GC42. Amendment GC42 will introduce a high level of ESD requirements through a local planning policy, and once gazetted into the Darebin Planning Scheme, will serve the same purpose as the requirements originally drafted into the DDO16 and DDO17.

The UDF 2015 draws on the overarching ESD objectives of the State Planning Policy Framework (SPPF), Darebin's Municipal Strategic Statement and Darebin Council's corporate goals and provides further guidance for Council officers, the community and developers when making decisions on planning permit applications.

Options for Consideration

Option 1 – That Council adopt the Urban Design Framework 2015 St Georges Road and Plenty Road Corridors as a reference document to the Darebin Planning Scheme.

Option 2 – That Council do not adopt the Urban Design Framework 2015 St Georges Road and Plenty Road Corridors as a reference document to the Darebin Planning Scheme.

Financial and Resource Implications

The approval of Amendments C136 and C137, in addition to the UDF 2015 are expected to have a positive impact on the resource and administrative costs of Council's Statutory Planning Unit. These documents provide a clear set of guidelines and a greater level of certainty to the community and the development sector of Council's expectations in regards to residential development. There are clear benefits in having mandatory maximum height controls in place and will likely result in a reduced number of applications contested at VCAT. This in turn would therefore reduce lengthy timeframes in negotiating outcomes with developers and the community and will have a positive impact on the resource and administrative cost of the responsible authority.

Risk Management

If the UDF 2015 is not adopted there is a risk that:

- The Darebin Planning Scheme will reference an unadopted document which will reduce the statutory weight placed on the UDF, particularly when VCAT is required to make a decision on a planning application. If there is no clear version of the UDF for Council and applicants to use, there may be a possibility that an applicant may choose to use the 2013 adopted version.
- Built form expectations developed within the UDF 2015 will be weakened.

Policy Implications

Economic Development

Amendments C136 and C137 implement a mix of zones that will facilitate opportunities for the establishment of new local businesses along the strategic transport corridors. The proposed increased residential density along the corridors will have the flow-on effect of increasing the local catchment, often within a short walking distance of many facilities further supporting local businesses.

Environmental Sustainability

The UDF 2015 is consistent Council's policy framework and in line with:

- Going Places – Darebin Transport Strategy 2007 – 2027
- Darebin City Council Climate Change Action Plan (2007 – 2009)
- Darebin Community Climate Change Action Plan
- Green Business Attraction Strategy 2012

Although the particular sections around environmental sustainability were removed by the Minister for Planning as part of the approved Design and Development Overlay documents, the UDF 2015 retains important Environmentally Sustainable Design measures to assist in guiding future development. This section on 'sustainability' draws on:

- a) Neighbourhood sustainability
- b) On-site sustainability
- c) Built form

Human Rights, Equity and Inclusion

The Amendments and UDF, in collaboration with a variety of other cross-council policies, provides for a range of universal solutions and design responses that consider the human rights, equity and inclusion of the entire community

Other

There are no other factors which impact on this report.

Future Actions

Once adopted the document will be published on Council's website and distributed for use by Statutory Planners, Developers and the Community.

Consultation and Advocacy

The UDF 2015 is based on a number of community consultation and engagement events over the past four years, including a thorough analysis by the Independent Planning Panel in 2014.

Related Documents

There are no other related documents.

Attachments

- Urban Design Framework 2015 - St Georges Rd Plenty Rd Corridors (**Appendix A**) [⇒](#)

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 PROPOSED LEASE TO TELSTRA AT JOHN HALL RESERVE, BUNDOORA**Author:** Property Manager**Reviewed By:** Director Operations and Environment

Report Background

This report provides Council with information on the outcome of preliminary negotiations with Telstra Corporation Ltd (Telstra) into the proposed establishment of a mobile base station together with the provision of sports field lighting at John Hall Reserve shown on the site plan in **Appendix A**. The report seeks Council approval to commence statutory procedures for a lease with Telstra.

Previous Council Resolution

At its meeting held on 17 March 2014, Council resolved:

“That Council

- (1) Authorise the Manager, Assets and Properties to provide a letter on behalf of Council, in its capacity as public land manager, consenting to Urbis acting on behalf of Telstra to submit a planning permit application for the proposed installation of a telecommunications facility at John Hall Reserve, Reservoir and that such consent be provided subject to the following conditions:*
 - a. Telstra undertake electromagnetic energy (EME) testing before and after any proposed installation (subject to approval of the planning permit).*
 - b. Telstra is to include sports field lighting on the proposed installation (at cost to Telstra) in accordance with a lighting design that is prepared to Council’s satisfaction.*
 - c. The proposed installation of a combined sports field lighting/telecommunications pole is at a location mutually agreed between Telstra and Council (subject to approval of the planning permit).*
 - d. Consult with winter and summer users of the ground in relation to the lighting design.”*

Previous Briefing(s)

Councillor Briefing - 24 July 2017

Council Plan Goal/Endorsed Strategy

Goal 2: We will improve the wellbeing of people in our community by providing opportunities for them to live their lives well.

Strategy 2.2: We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.

Summary

This report provides the history and background relating to the proposed establishment of a mobile base station together with the provision of sports field lighting at John Hall Reserve shown on the site plan in **Appendix A** (the Reserve), as well as the outcome of preliminary negotiations with Telstra into the proposal and the lease.

In 2014 Council received an enquiry from Telstra expressing interest in establishing a mobile base station on Council land at the Reserve. Initial consultation between relevant internal stakeholders and Telstra representatives confirmed the proposed location and a contribution towards provision of sports field lighting at Telstra's cost.

At its ordinary meeting on 17 March 2014, Council authorised the Manager, Assets and Properties to provide a letter on behalf of Council, consenting to Urbis acting on behalf of Telstra to submit a planning permit application. A planning permit was issued on 18 January 2016.

This report seeks Council approval to commence statutory procedures to lease the land to Telstra for the installation of a telecommunications facility in return for the installation of one sportsfield lighting pole and rental over the 25 year total period of the lease.

Recommendation

That Council:

- (1) Commences the statutory process, under section 190 and section 223 of the *Local Government Act 1989*, to give effect of its intention to enter into a lease with Telstra Corporation Ltd for the installation of a telecommunications facility at John Hall Reserve.
- (2) Gives public notice under section 190 and section 223 of the *Local Government Act 1989* seeking public submissions in relation to Council's intention to enter into a lease with Telstra Corporation Ltd in the appropriate newspaper.
- (3) Notes any public submission that requests to be heard in relation to their submission will be presented at a Hearing of Submissions Committee meeting prior to a further report being presented to Council for a final decision.

Introduction

In 2014 Council received an expression of interest from Telstra proposing the establishment of a mobile base station (Base Station) together with the provision of sports field lighting at John Hall Reserve which is located at 188 Dunne Street, Bundoora as shown on the attached plan in **Appendix A** (the Reserve).

Consultation between relevant internal stakeholders and Telstra representatives confirmed that the proposed Base Station installation would be incorporated into the sports field lighting plan, forming part of one of the light poles, for the Reserve. The sports field lighting pole would be in accordance with a plan approved by Council and at Telstra's expense.

At its ordinary meeting of 17 March 2014, Council authorised the Manager, Assets and Properties to provide a letter on behalf of Council, consenting to Urbis acting on behalf of Telstra to submit a planning permit application.

A planning permit was issued on 18 January 2016 that provides for the installation of a Base Station/sports field light pole, also includes a condition requiring “the operator undertake electromagnetic energy testing and provide a report by a qualified professional demonstrating compliance with the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003*”.

To formalise the parties’ agreement to the proposal, Telstra is seeking a long term lease.

Issues and Discussion

Council has standard lease and licence agreements which apply to the various use types of its properties and Telstra has agreed to use the standard lease relating to this type of occupation.

The following ‘in principle’ terms and conditions have been agreed to:

- Term of Lease
10 Years with 3 options of 5 years each (for a total period of 25 years).
- Rent
\$24,000 per annum (excluding GST), payable annually in advance. The rent would be increased annually by 3% on each anniversary of the commencement date during the Term with market reviews every five years.
- Permitted Use
Provision of a telecommunication facility including installation, inspection, maintenance, construction, excavation, replacement, repair, renewal, alteration, upgrade, cleaning, operation, access to and from, and removal of facility on the land at the end of the term (excluding the sports field lighting pole which would revert to Council).
- Installation Costs
Telstra to pay all costs associated with the planning, construction and installation of the telecommunication facility and all costs associated with the installation of one sports field lighting pole including Council’s consultant fees and any necessary permit requirements.

Options for Consideration

Option 1 – Abandon the Proposal

Council could resolve to abandon the proposal and take no action. If the proposal is abandoned and the status quo remains, it would be contrary to the planning permit D/44/2015 issued by Council on 18 January 2016 and would result in the planned lighting of the sports field not being undertaken at this time. This may result in Council having to fund the whole of the sports field lighting plan at a later stage.

Option 2 – Commence the Statutory Procedures (recommended)

Council could resolve to commence the statutory process to enter into a lease with Telstra for the installation of a telecommunications facility at John Hall Reserve. The statutory process would provide Council with the opportunity to obtain further insight into the overall views of surrounding property owners and the community prior to any decision being made to lease the land to Telstra to enable the installation of the mobile base station and sports field lighting.

Financial and Resource Implications

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

Costs associated with undertaking the statutory process would be funded from existing allocations.

Risk Management

Risks associated with each option are covered under the analysis of each option.

Policy Implications

Economic Development

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

Environmental Sustainability

The planning permit includes a condition requiring Telstra to undertake electromagnetic energy testing and provide Council with a report by a qualified professional demonstrating compliance with the *Radiocommunications (Electronic Radiation – Human Exposure) Standard 2003*.

The sports field lighting has been designed to comply with current Australian Standards and Council policy.

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

- Arrange for the statutory process for the proposed lease to be undertaken pursuant to the provisions of section 190 and section 223 of the *Local Government Act 1989*.
- A further report be presented to Council following the outcome of the statutory process for the proposed lease to Telstra for the installation of a telecommunications facility at John Hall Reserve.

Consultation and Advocacy

- Council Departments
- Maddocks Lawyers
- Telstra Consultants

Related Documents

- *Local Government Act 1989*
- Planning Permit D/44/2015
- Council Minutes – 17 March 2014

Attachments

- Site Plan (**Appendix A**) [⇒](#)

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 CLIMATE EMERGENCY PLAN**Author:** Manager Environment and Community Outcomes**Reviewed By:** Director Operations and Environment

Report Background

In accordance with the Council resolution of 20 March 2017, the draft Climate Emergency Plan (CEP) was released for community consultation from late May to July 2017. This report summarises the community feedback, the proposed changes in the CEP based on this feedback and presents the final draft CEP for consideration of Council adoption.

Previous Council Resolution

At its meeting held on 20 March 2017, Council resolved:

'That Council:

- (1) Adopt the proposed consultation process for the draft Climate Change Action Plan and require that officers, in consultation with Councillors, revise the draft Climate Change Action Plan to better emphasise and respond to the declared Climate Emergency before the draft is released for consultation.*
- (2) Receive a further report following consultation.'*

Previous Briefing(s)

Councillor Briefings – 20 February 2017 and 10 August 2017

Council Plan Goal/Endorsed Strategy

Goal 1 - A sustainable city

This plan replaces the following previously endorsed strategies

- Climate Change Action Plan
- Community Climate Change Action Plan
- Climate Change and Peak Oil Adaptation Plan

Summary

Council has recognised that we are in a state of climate emergency that requires urgent action by all levels of government, including by local councils. A draft Climate Emergency Plan was released for community consultation between 22 May 2017 and 3 July 2017. Consultation included public meetings, feedback from reference groups and on line feedback.

This report summarises the community feedback and the proposed changes incorporated in the Climate Emergency Plan (**Appendix B**) for consideration of Council adoption.

Recommendation

That Council:

- (1) Adopts the Darebin Climate Emergency Plan attached as **Appendix B** to this report.
 - (2) Signs up to the Covenant of Mayors for Climate and Energy, in full knowledge of the commitments set out in the official Commitment Document attached as **Appendix C** to this report.
 - (3) Signs up to TAKE2 Victoria's collective climate change pledge.
-

Introduction

In 2007 and 2009 Council adopted the Climate Change Action Plans for Council operations and for the community respectively, with the Climate Change and Peak Oil Adaptation Plan adopted in 2009. These strategies were reviewed with consultation over 2016 and Council considered a draft Climate Change Action Plan in March 2017.

Following the Council resolution on 20 March 2017, this draft was revised in consultation with Councillors to better emphasise and respond to the declared Climate Emergency. A draft CEP was then released for community consultation between 22 May 2017 and 3 July 2017. The consultation process is summarised in the Consultation and Advocacy section of this report below and a more detailed report is provided in **Appendix A**.

Council has recognised that we are in a state of climate emergency that requires urgent action by all levels of government, including local councils. The revised draft CEP (**Appendix B**) outlines the ambitious action and advocacy Council will take across the following nine key directions:

1. Climate Emergency mobilisation and leadership
2. Energy efficiency
3. Renewable energy and fuel switching
4. Zero emissions transport
5. Consumption and Waste minimisation
6. Fossil fuel divestment
7. Adaptation and resilience
8. Engaging the community
9. Darebin Energy Foundation

The section below identifies key consultation themes raised and changes made to the draft CEP in response to community feedback.

The draft CEP includes the commitment to sign up to:

- The Covenant of Mayors for Climate and Energy - an international alliance of cities and local governments promoting and supporting voluntary action to combat climate change. **Appendix C** details the Council commitments required to join the covenant. These are in accordance with Council's proposed Climate Emergency Plan and Council have set higher targets than required in line with Council's Climate Emergency approach and

- TAKE2 which is Victoria's collective climate change pledge initiative created by the state government to be part of Victoria's action on climate change. **Appendix D** includes optional actions to be identified by Council on signing up. Council is already undertaking most of these actions.

Issues and Discussion

The community has responded very positively to the plan and the opportunity to provide feedback and engage with Council on climate emergency mobilisation. A sample of the positive feedback follows:

"Today I am proud our Council has declared a climate emergency and is taking action (no plastic bags, sustainable transport, healthy green spaces, renewables And I'm proud it's the Nonnas of our north that are leading the charge on installing solar."

"Implementing this plan will be a good start - strong leadership by Council can be a powerful support for local community action."

A number of changes have resulted in the draft CEP (Appendix B) based on the community feedback received. This is provided in more detail in Appendix A which outlines responses for each key issue raised. Key themes and changes are outlined below.

Key Feedback themes

Feedback theme # 1 - Calls for stronger, clearer targets on emissions as well as stronger monitoring, evaluation, reporting and improvement including involving the community in this process

Consistent feedback on the CEP was that Council needs to set clear targets for emissions reduction for Council operations and community emissions with matching timelines. It was expressed that the targets were not clear and the community wants and needs to know how Council is progressing on its goals and targets. As a result the following corporate and community emissions targets are included in the revised draft CEP. This is based on Council's previously adopted zero net emissions goals for 2020 which are aspirational, with additional greenhouse reduction and renewable energy goals which are based on action within the CEP.

Corporate emissions goals	Target	Timeline	Baseline
Gross greenhouse emissions	50% reduction	2022	2006-2007
Net greenhouse emissions	0 net emissions (carbon neutrality)	2020	n/a
On-site renewable energy generation	440KW additional capacity	2022	n/a
Community emissions goals	Target	Timeline	Baseline
Net greenhouse emissions	0 net emissions (carbon neutrality)	2020	n/a
Negative emissions (drawdown)	To be determined	2022	To be determined
Double solar PV installed in Darebin – from 19 MW to 38 MW	Add an additional 19 MW solar	2021	19MW

It is recommended Council continue to aim for zero greenhouse gas emissions for our Council and community. The draft CEP also commits Council to take action required to draw down our share of the greenhouse emissions already in the atmosphere. It is recognised that Council will not be able to achieve this without urgent leadership and action from other levels of government.

It is proposed that Council develop a detailed carbon management plan for Council corporate emissions by September 2018. The plan will either confirm or adjust our previously stated corporate goal of reaching zero net emissions by 2020.

Similarly it is proposed that Council commence the development of a 'carbon drawdown' plan for Community emissions by September 2018 and in conjunction with the Darebin Energy Foundation complete the plan by September 2019. This is part of a staged approach with a long-term goal of achieving negative emissions (i.e. producing zero net emissions and in addition drawing down further emissions). The plan will either confirm or adjust the stated community goal of reaching zero net emissions by 2020.

One of the proposed actions in the CEP is joining the Covenant of Mayors as discussed above. A requirement for participating councils is to establish and report on Darebin's community greenhouse gas emissions inventory on an annual basis. As a result, Council can broaden awareness of the municipality's emissions profile, and effectively communicate with the community regarding progress on implementation of the Climate Emergency Plan.

Feedback theme # 2 - Call for stronger community engagement and mobilisation and more detail on the 'how' of the Climate Emergency work

There were calls for stronger focus and clarity on the advocacy work around climate emergency mobilisation. Individual advocacy work was clearly identified in the respective directions in the Climate Emergency Plan. This has been strengthened throughout the CEP. Darebin's Strategic Advocacy Framework will facilitate Council develop specific advocacy initiatives which may include:

- Large-scale, Darebin Council-led campaigns
- Participation in alliance-led campaigns
- Sustained, ongoing and opportunistic advocacy: articulation of our position on the Climate Emergency at every relevant forum or opportunity
- Responsive advocacy (e.g. commenting on relevant government reviews, policy directions, news and events).

The development of the Darebin Energy Foundation will also support community engagement and mobilisation.

Feedback theme # 3 - Call for sustainable food to have higher recognition in the plan, specifically encouraging vegetarian and vegan diets

A number of responses related to this issue and it is acknowledged that the whole-of-life-cycle carbon footprint of our community's food consumption is significant.

There are several existing Council strategies and plans that include aims to reduce the climate impact of food.

- The Urban Food Production Plan aims to support the creation of local food systems in Darebin (as well as across other Melbourne urban and peri-urban areas and regional Victoria) to reduce reliance on globalised carbon intensive food systems.
- The Waste and Litter Strategy also addresses minimisation of food wastage.

- One of the guiding principles in Council's Food Security and Nutrition Strategy is to: *Promote environmental sustainability through localised food production, sustainable food choices and food waste management strategies to support the future food security of the municipality against the impacts of broader factors such as climate change and peak oil.*

Through the proposed Climate Emergency review of all existing Council policies and programs, consideration will be given to how education and promotion around low carbon dietary choices can best be effected, building on these existing strategies. These messages can also be enhanced and made more prominent in existing environmental education offerings, as well as through a new Environmental Engagement Strategy. This could include encouraging people to increase the proportion of plant-based foods in their diet, and reducing foods that have high impacts on both health and the environment.

Under the proposed CEP Council's focus, measuring and reporting will align with the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC) - the international standard for cities reporting on carbon. Due to the frameworks adopted by this protocol, when applied it enables separate accounting of all greenhouse gas emissions produced within the geographic boundary of a city. As a result, Council's attention will be focused on the greenhouse emissions associated with the disposal and waste management elements of food.

This feedback has resulted in broadening of the Key Direction 5 as outlined below.

Feedback theme # 4 - Call for the impact of consumption, materials and embodied energy to be better addressed in the Plan

The whole-of-life-cycle carbon footprint of the materials that are consumed within Darebin are also significant. Under this plan Council's focus, measuring and reporting will align with the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories (GPC) - the international standard for cities reporting on carbon. As with food, Council's attention will be focused on the greenhouse emissions associated with the disposal and waste management elements of those materials.

Through a number of programs such as Sustainable Homes and Communities Program (SHCP) Council engages with the community to facilitate reduced consumption and embodied energy in various goods. SHCP for example has run workshops on renovating and building sustainable homes and provided advice on products which have lower embodied energy. This can also be considered in procurement practice and policy.

This feedback has resulted in broadening of the Key Direction 5 as outlined below and specific actions relating to embodied energy have been incorporated into Key Direction 2 Energy efficiency.

Key changes and considerations in the updated draft CEP

The following provides a summary of the key changes and responses based on the 9 key directions:

Key Direction # 1 – Climate emergency mobilisation and leadership

There were a number of calls for greater clarification of what is meant by a state of climate emergency and how Darebin proposes to engage the local community, businesses and other sectors of government.

In response introductory text has been updated to include more information about tipping points and illustrate the nature of the climate emergency. Opportunities to engage and work with the community, businesses have been clarified (energy efficiency, renewables and adaptation directions) and will be developed post adoption of the Plan.

The development of a flagship Climate Emergency campaign, including a conference, is one of the key actions of Direction 1. The new Darebin Energy Foundation will also be able to contribute to the leadership area.

There has been mixed feedback on the use of the term 'climate emergency' with some describing it as essential and other calling it 'disempowering' or 'a joke' or 'beyond Council's scope'. Climate emergency mobilisation sentiment was generally received more positively and can be woven through Council communications and engagement on this topic. Without avoiding the realities of the climate emergency, Council will need to find creative ways to engage and empower residents and businesses to respond positively to the emergency challenge.

Key Direction # 2 – Energy efficiency

The main issue of concern is the poor performance of existing homes and new housing. New housing and renovations are required to be built to 6 star rating, but due to poor building practices, lack of industry upskilling, no monitoring and verification, limited home owner knowledge and an absence of State Government regulation, most consumers are only getting a 3-4 star performing home.

The current Darebin Planning Scheme amendment GC42 mandates best practice across a range of ESD principles including energy efficiency. This local planning policy is currently awaiting ministerial approval and will provide Council with some traction to require better development outcomes. A sentiment expressed by a few residents was that Council should be policing the inspection and monitoring of building to ensure all homes are built to required standard. This is beyond Council's scope and capacity. Council will advocate for industry training, consumer education and State Government led monitoring and verification to ensure housing is built to specified standards.

In relation to embodied energy issues as raised above in Feedback theme # 4, specific advocacy around this issue has been included in action under this direction. The Council Environmentally Sustainable Design review and procurement policy will also facilitate Council to reduce embodied energy in products and services Council purchases.

Key Direction # 3 – Renewable energy and fuel switching

There was overwhelming support for the goal to double solar in Darebin from 19MW to 38MW and an expanded Solar Saver program for low income households.

Council will continue to install solar on its own buildings to reduce electricity consumption and emissions. With the capacity to incorporate electricity trading this would increase the capacity that Council has to install solar cost effectively on its own buildings.

An issue was raised as to whether Council may be double counting emissions reduction from solar PV installation. Council in its operations only includes the reduction in electricity (behind the meter) which is reflected in reduction electricity emissions. In relation to community residential emissions, electricity consumption data is also collected from the distributor information of electricity consumption of household and business, which does not include solar exported to the grid.

There was a desire for the Solar \$aver program to become available to rental households. The split incentive between landlord and renter is acknowledged as a significant challenge. Council is keen to actively work with landlords and rental associations to more effectively engage rental properties in the expanded Solar \$aver program and will also work with the new Darebin Energy Foundation and other entities on community renewable energy projects.

Concern about not purchasing GreenPower

Consultations during 2016 had indicated limited support for Council to purchase carbon offsets and the purchase of GreenPower to get to carbon neutrality. In 2016-17 purchasing GreenPower for Council's buildings cost over \$300,000. One submission challenged this view and proposed that Council should continue to purchase GreenPower as the most effective way to purchase additional renewable energy.

The commonly held community view was that these funds could currently be better spent on advocacy, local energy efficiency and renewable energy generation and exploring alternative renewable energy purchasing.

Council is working on a plan to investigate and implement alternative renewable energy purchasing arrangements. Council has just received notice that it will receive funding from New Energy Jobs Fund to explore some of these alternative renewable purchasing mechanisms with the other nine Northern Alliance Greenhouse Action (NAGA) councils and NAGA.

The proposed carbon management and drawdown plans will consider GreenPower purchase in future years.

Key Direction # 4 – Zero emissions transport

Generally submissions were supportive of this direction, noting that more infrastructure is required to support cycling, walking and public transport (PT) options in the municipality.

There were a number of suggestions that council needed to support the slowly emerging electric vehicle industry through the provision of public charging points and modelling purchasing of electric vehicles in Council fleet. One elders group was interested in the idea of a bulk-buy for electric bikes, which can be explored by Council.

There were no significant changes proposed to this section as a result of consultation.

Key Direction # 5 – Consumption and waste minimisation

In order to respond to concerns about a lack of focus on food, materials, consumption and embodied energy as discussed in the sections above, this key direction has been expanded to include consumption more broadly (including food, materials and embodied energy).

There was interest in soft plastic recycling and declaration of a ban on single-use plastics, plastic bags, and junk mail and reducing excessive packaging. Council's resolution on this issue in June 2017 has responded to this interest and provided council commitment to act and advocate on this issue.

A number of respondents requested the option of recycling 'waste food' collection. Darebin is presently establishing a small trial of collecting food waste in green organics waste collection. The results of this trial will inform further action.

Key Direction # 6 – Fossil fuel divestment

Feedback was received to expand divestment to beyond fossil fuels including animal agriculture. This is not included specifically in the draft CEP but may be considered as more information becomes available on these issues through reviews.

Key Direction # 7 – Adaptation and resilience

There is a desire for a higher tree canopy target and greater retention of trees in general. There was also a desire for Council to plant more trees in parks and public spaces to compensate for loss of trees with increasing housing densities.

The establishment of the Darebin Nature Trust was commended and it was hoped that this would improve access to green pockets of land and provide edible gardening and address biodiversity issues.

Key Direction # 8 – Engaging the community

Some of the feedback regarding engaging the community centred around addressing a particular issue such as meat free diet, reducing consumption, more awareness around embodied energy. (Detailed in Feedback theme 3 and 4 above.)

There was feedback that Council could engage more with the culturally and linguistically diverse (CALD) communities on the climate emergency and practical options for these communities around home energy efficiency, solar and sustainable transport. This feedback has been taken on board and the implementation of the plan will focus on engaging CALD communities.

There were some good suggestions on how Council can provide positive feedback to the community and incentivise participation in the climate emergency work, including through the use of 'story telling'.

Key Direction # 9 – Darebin Energy Foundation

The commitment to establish a Darebin Energy Foundation was not well understood. There were concerns that Council might be unnecessarily replicating existing structures/services eg Moreland Energy Foundation. It was not understood that Council had already undertaken research and resolved to establish the foundation. The most consistent feedback was that the foundation was overly focused on energy and the climate emergency should remain the primary focus. The suggestion was made that Darebin Energy Foundation should be renamed the Darebin Climate (Emergency) Foundation. This is proposed to be considered during the establishment of the Darebin Energy Foundation in coming months.

Options for Consideration

The key proposed changes are discussed above and incorporated into the draft CEP in **Appendix B**. A key Council consideration is the continuation of the zero net emissions targets for 2020. Unless there are some significant government and community changes the community target is aspirational and is unlikely to be achieved. (It is currently estimated that \$11 million would be required to offset community emissions to zero) Nevertheless in a Climate Emergency context we are committing to take all actions possible to reduce and drawdown our emissions.

The development of a detailed carbon management plan for Council corporate emissions is proposed to be undertaken over the following year which will review the corporate goal of reaching zero net emissions by 2020 which will determine Council's treatment of offsets for corporate emissions.

Similarly the development of a 'carbon drawdown' plan for Community emissions on 2019-2020 will review the community goal of reaching zero net emissions by 2020.

Signing up to the Covenant of Mayors for Climate and Energy includes commitments detailed in **Appendix C**. This will standardise reporting in line with other covenant councils and is consistent with best practice. The commitments are in accordance with the draft CEP which sets higher targets than required.

Signing up to the state government TAKE2 pledge commits Council to taking action on climate change and involves selecting options from the list detailed in **Appendix D** to be included on the TAKE2 website. Council is already undertaking most of these actions. This promotes Council action and provides information to councils and communities across Victoria about Council's programs and action.

Financial and Resource Implications

The current budget allocation for climate change strategy implementation is \$427,000 including \$127,000 direct programs and \$300,000 for purchase of GreenPower (paid across the organisation as part of electricity purchase.)

The Plan recommends that this funding is maintained but reapportioned in line with recommended strategic directions. The proposed breakdown of costs is included in the following table and is proposed to be reviewed in the 2018 – 2019 budget considerations following further definition of the Darebin Energy Foundation (DEF) activities and budget.

Project	Comments	Operational cost
Solar \$aver preparation and promotion	Includes 1 year position (to be reviewed after final DEF model adopted) and \$30,000 program funds.	\$112,000
Extension of business program including school and community energy programs	Includes 1 year position (to be reviewed after final DEF model adopted) and \$40,000 program funds.	\$140,000
NAGA and Covenant of Mayors memberships	Annual membership fees	\$30,000
Climate Emergency Conference	Includes venue and equipment costs (internal journal)	\$35,000
Electric vehicle and car share action	A report will be considered by council regarding actions in February 2018	\$25,000
Climate Emergency Review of all programs and policies	This is expected to be a 3 year program and these funds will address key components and provide a framework.	\$40,000
Promotions and education information	General advertisements, promotions, graphic design,	\$25,000
Advocacy programs	May take the form of independent reports and reviews and publicity.	\$20,000
		\$427,000

These allocations relate to the key pillars of the program. Additional budget considerations for future years include:

- \$20 million for the expansion of the Solar Saver program, with this divided into two \$10 million programs proposed for consideration in the 2018–2019 and 2020–2021 budgets. Recruitment and special scheme administration would be undertaken in the preceding year. The majority of these funds would be recouped from the special rates scheme but costs of borrowing and forgone interest will be a direct cost to Council.
- Capital funding to be considered in annual budget considerations including:
 - Council building energy efficiency fund - \$1 million is proposed over the 5 year plan period. These works would have a minimum 10 year payback in reduced energy costs.
 - The 440kw solar proposed for council buildings is estimated to cost \$660,000 over the 5 year plan period. These installations would average a 7 year payback in reduced energy costs.

Risk Management

Declaring a climate emergency recognises the severity of the risk in not keeping temperatures below 1.5°C. If action is not taken to reduce emissions the average annual number of days above 35 °C experienced in Melbourne is likely to increase from 9 days currently to up to 26 days by 2070. The resulting local impacts of climate change will likely include:

- Increased cost of food, utilities, fuel and insurance.
- More deaths from heat and other severe weather events.
- Damage to homes, roads, power and water supplies from severe weather events.
- Increased health impacts due to poorer air quality.
- Increased use of, and therefore strain on, emergency and community support services.
- More frequent water restrictions, impacting on household-level water supplies, agricultural supplies and parks and wildlife.

Policy Implications

Economic Development

Most countries have recognised the financial benefits of moving to a low carbon economy and the higher risks of not acting on climate change. Many global companies and financial institutions are driving change as they see the future as a low or zero carbon economy with many emerging market opportunities.

Actions and programs within the draft strategy seek to work with local businesses to reduce emissions and improve resilience.

Environmental Sustainability

Implementation of the CEP will assist the Darebin community to mobilise and respond to the Climate Emergency, reduce energy use and greenhouse gas emissions and to adapt to the already built in impacts of climate change.

Human Rights, Equity and Inclusion

The CEP intends to specifically target disadvantaged and vulnerable members of the community. The impacts of climate change are disproportionately felt by these community members. The CEP also aims to ensure that Darebin's diverse community is given the opportunity to fully engage in action and programs.

Other

There are no other factors which impact on this report.

Future Actions

- A Council hosted free screening of 'An Inconvenient Sequel: Truth to Power' followed by a Climate Emergency panel is being held on 5 September 2017.

Subject to Council resolution

- Adopt the Climate Emergency Plan.
- Join the Covenant of Mayors (formerly Compact of Mayors) and Victorian Government Take2 Climate Pledge (Council recently joined Climate Council Cities Power Partnership 19 July 2017).
- Prepare a report on expansion of the Solar Saver program (September 2017).
- Develop a carbon management plan for Council emissions (September 2018).
- Develop a carbon drawdown plan for Community emissions (September 2019).

Consultation and Advocacy

Consultation during the review has included three phases:

The first two phases were included in the previous council report with phase one focusing on engaging specific groups in the climate change action review (August to September 2016) and phase two engaging the broader community on the review (between 14 November and 11 December 2016). Extensive internal consultation was undertaken across the organisation.

Following the release of the Draft Climate Emergency Plan (CEP), a third and final phase of community consultation was undertaken between 22 May 2017 and 3 July 2017. The CEP and consultation avenues were advertised online and in the local papers. A total of 165 people attended a range of consultations including:

- Three public meetings - Reservoir Community Learning Centre, Preston Library and Northcote Town Hall (29 attended)
- Individual consultations were held with - Bicycle Advisory Committee, Darebin Climate Action Now, Darebin Ethnic Communities Councils, Darebin Environment Reference Group, East Preston Community Action Group, Keon Park Children's Hub, Kookaburra Club, Vietnamese Elders Group, Women's Advisory Committee, Reservoir Neighbourhood community lunch, and Transition Darebin.

The Climate Emergency Plan page of the "Your say Darebin" website had 1,502 visits with 116 'engaged visitors' – unique visitors who did something. Council received a number of questions on the Q & A page. Council received 8 substantial written submissions to the Draft Climate Emergency Plan.

A summary of consultation and feedback, with officer response is included in **Appendix A**.

The key issues raised in the consultation have been addressed in the “Issues and discussion” section of the report above.

Related Documents

- Climate Change Action Plan
- Community Climate Change Action Plan
- Climate Change and Peak Oil Adaptation Plan
- Council Minutes – 20 March 2017

Attachments

- Consultation Response Summary (**Appendix A**) [⇒](#)
- Darebin Climate Emergency Plan (**Appendix B**) [⇒](#)
- Covenant of Mayors Commitment Document (**Appendix C**) [⇒](#)
- TAKE2 for Local Government Action Plans (**Appendix D**) [⇒](#)

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 LIFELONG LEARNING STRATEGY REFERENCE GROUP MEMBERSHIP**Author:** Strategy and Business Advisor**Reviewed By:** Director Community Development

Report Background

This report is in response to a Council Resolution from its meeting held on 19 June 2017, which endorsed the establishment of a Reference Group to support the development of a Lifelong Learning Strategy.

Previous Council Resolution

At its meeting held on 19 June 2017, Council resolved:

'That Council

....

(2) endorses the establishment of a Darebin Lifelong Learning Strategy Reference Group and the Terms of Reference attached ... to this report.'

Previous Briefing(s)

Councillor Briefing – 22 May 2017

Council Plan Goal/Endorsed Strategy

Goal 2 - Opportunities to live well

Summary

This report outlines the expression of interest and assessment process and provides information on the proposed membership of the Lifelong Learning Strategy Reference Group.

Recommendation

That Council endorses the membership for the Lifelong Learning Strategy Reference Group as follows:

- Amrita Chandra
- Basil Papageorge
- Donna White
- Georgia Symons
- Katherine Bussey
- Muhammet Ali
- Peter Bartley
- Shanthy Antony
- Annette Davis
- Colleen Duggan
- Elizabeth Branigan
- Graham Stevenson
- Millie Law
- Neridah Baker
- Sandro Serio

Introduction

Lifelong learning can be described as 'formal and informal learning opportunities throughout people's lives to foster the continuous development and improvement of knowledge and skills needed for employment and personal fulfilment'.

The *Council Plan 2017–2021* articulates Council's commitment to expand lifelong learning opportunities, to enable local people to learn, develop their interests and secure good quality work.

The *2017/2018 Action Plan* states that Council will develop a comprehensive lifelong learning strategy that incorporates Council, community and educational services, programs and activities.

To actively support community and learning sector engagement in the development of the Lifelong Learning Strategy, Council endorsed the establishment of a Lifelong Learning Strategy Reference Group.

Issues and Discussion

The purpose of the Reference Group is to provide advice, feedback, support and guidance to Council on the development of the Darebin Lifelong Learning Strategy 2017–2021. Given the nature of the task, this Reference Group will be strategically focused.

Expressions of Interest

The call for Expressions of Interest commenced in June 2017 through various channels:

- Emails were sent to members of Darebin's advisory committees and reference groups, school representatives and Darebin Libraries eNewsletter subscribers asking recipients to consider an expression of interest or forward the information to any colleagues or contacts who may like to be involved.
- A Darebin News item appeared in the *Northcote Leader* (5 July) and *Preston Leader* (4 July) with a follow-up column item (page 5) in the *Northcote Leader* (19 July) and *Preston Leader* (18 July).
- A feature item was included on the Darebin Council website and in the Latest News of the 'Your Say' section. Council's Facebook and LinkedIn social media channels supported targeted promotion efforts with relevant Facebook items shared on the Darebin Libraries and Youth Services pages.

Assessment Process

Council received 58 applications for the Reference Group by the 21 July 2017 closing date. Applications covered a range of demographics as indicated in the table below.

The evaluation panel consisted of the Community Renewal Officer and the Strategy and Business Advisor, Community Experience and Learning who assessed the expressions of interest against the selection criteria.

The Membership section of the Terms of Reference states that:

Reference Group membership will be open to those interested in the provision of lifelong learning opportunities in the City of Darebin.

The Reference Group will consist of:

- *At least one (1) nominated Darebin Councillor. A Councillor will Chair the Reference Group;*
- *Up to fifteen (15) community, agency and learning organisation representatives who live, work, study or provide lifelong learning in Darebin; and*
- *Two (2) Council officers, and others as required, who can implement actions to address issues raised by the Reference Group.*

Apart of Councillors and officers, the Reference Groups membership should not exceed fifteen (15).

The Reference Group should reflect as far as possible the diversity of the Darebin community in terms of gender, age, sexuality, cultural and linguistic background, employment status, education and income levels, and associated learning industry/sector. This will be a key consideration in the selection and recruitment of members. The Reference Group will seek to build and reflect diversity within the membership and be inclusive in practice.

	Applicant profile (58)	Reference Group profile (15)
Gender		
Female	72%	67%
Male	28%	33%
Age		
18–25	2%	7%
26–40	21%	27%
41–60	52%	47%
61+	22%	13%
Diversity		
Identified themselves as an Aboriginal or Torres Strait Islander	–	–
Identified themselves as of CALD background	34%	33%
Identified themselves as a person with a disability	10%	7%
Identified themselves as GLBT	7%	20%
Live, work, study and/or provide lifelong learning in Darebin		
Live	91%	80%
Work	26%	40%
Study	7%	7%
Provide lifelong learning	26%	40%
Suburb		
Alphington	3%	–
Bundoora	2%	7%
Fairfield	7%	–

	Applicant profile (58)	Reference Group profile (15)
Kingsbury	3%	7%
Northcote	10%	7%
Preston	34%	27%
Reservoir	17%	13%
Thornbury	14%	20%

Note: not all applicants answered all questions so not all percentages total 100%

Options for Consideration

Recommended membership

The recommended membership for the Darebin Lifelong Learning Strategy Reference Group has been selected to reflect gender balance as well as age, cultural and linguistic background, and associated industry/sector. Proposed members are:

- Amrita Chandra
- Annette Davis
- Basil Papageorge
- Colleen Duggan
- Donna White
- Elizabeth Branigan
- Georgia Symons
- Graham Stevenson
- Katherine Bussey
- Millie Law
- Muhammet Ali
- Neridah Baker
- Peter Bartley
- Sandro Serio
- Shanthi Antony

The proposed Reference Group members cover a wide variety of interests, experience and learning sectors, including Department of Education and Training; learning transformation; community development; neighbourhood houses; university of the third age (U3A); digital education; corporate learning and development; volunteering; early childhood development and parenting; arts and music; primary, secondary, tertiary and vocational education and training; social welfare; and policy development.

Financial and Resource Implications

There are no financial implications from this report. Activities to support the Reference Group will be conducted within operational budgets.

Risk Management

There are no risks identified in Council's risk management framework that are relevant to this report.

Policy Implications

Economic Development

Council's commitment to lifelong learning is an important aspect of building community capacity, connections and employability, and, as a result, contributes to increased economic development opportunities.

Engagement and consultation with businesses, and education and lifelong learning providers is included in the community consultation and engagement plan. Proposed Reference Group members include representatives of these sectors.

Environmental Sustainability

Council currently delivers environmental sustainability lifelong learning opportunities through various departments and approaches. This delivery and focus will continue as part of a new Lifelong Learning Strategy.

Human Rights, Equity and Inclusion

The community consultation and engagement process to develop the Strategy, including the establishment of the Strategy Reference Group, is aligned with Council's commitment to bringing the ideas of our diverse community into our decision making and will be undertaken in alignment with Council's Equity and Inclusion Planning and Audit Tool.

Other

There are no other factors which impact this report.

Future Actions

- Convene the Darebin Lifelong Learning Strategy Reference Group
- Undertake community consultation and engagement
- Draft Darebin Lifelong Learning Strategy

Consultation and Advocacy

- Acting Executive Manager Community Experience and Learning
- Community Renewal Officer

Related Documents

- Council Minutes – 19 June 2017
- Darebin Lifelong Learning Strategy Reference Group Terms of Reference

Attachments

Nil

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 LANGUAGE AIDE AND MULTILINGUAL TELEPHONE LINE REVIEW 2017**Author:** Manager Customer Service**Reviewed By:** Director Community Development

Report Background

This report is in response to a resolution made at the Council meeting held on 13 February 2017 that Council provides a report into the Review of the Language Aide Program and Multilingual Telephone Line.

Previous Council Resolution

At its meeting held on 13 February 2017, Council resolved:

'That Council:

- (1) Notes the report on Multilingual Language Services.*
- (2) Council reviews the draft Terms of References for the review of the language Aide Service and the scoping brief of the proposed audit of language skills in the organisation.'*

Previous Briefing(s)

This matter has not previously been to a Councillor Briefing.

Council Plan Goal/Endorsed Strategy

- Goal 2 - Opportunities to live well
- Goal 5 - Involving our diverse community

Summary

A review was conducted of the Language Aide Program and Multilingual Telephone line (**Appendix B**).

The review provided a range of recommendations including the following:

- Improved recruitment and training in line with the NAATI guidelines.
- Further alignment of Language Aide profile with the results of the 2016 ABS Census.
- Improvements to the telephony routing and reporting functions.

To ensure a continuous improvement approach the 2016 census data will be used to target high use languages to inform future development of the service. This will be conducted primarily through focus groups.

Recommendation

That Council notes this report and the recommendations of the Language Aide and Multilingual Telephone Line Review.

Introduction

Established in March 2000, the Language Aide program utilises the skills of bilingual Council staff to provide communication assistance to residents and other customers and stakeholders. The purpose of the Language Aide program is to facilitate equal access and participation in Council services and programs by people from culturally and linguistically diverse (CALD) communities. It is an important service which assists Council to achieve its commitment to a cohesive, included and engaged community. In 2016, a review of the Language Aide program was a key recommendation of the Customer Service Model Review. The recommendation required that the outcome of the review improve its functionality and overhaul face to face and phone data collection systems. The review has been completed and the report is attached (**Appendix B**).

Issues and Discussion

Key findings:

- The 2016 ABS Census indicates that as a group, 10,678 Darebin residents have identified themselves as having a low level of English proficiency. A total of 54,334 (37%) Darebin residents report speaking a language other than English at home.
- Low English Proficiency residents are about 20 times less likely to make a telephone call to Council than the overall population.
- The majority of this group speak, in order of highest number with low-level English proficiency Italian, Greek, Mandarin, Arabic, Vietnamese, Macedonian and Cantonese.
- 72% of all Language Aide interactions over 2015/16 were handled internally
- 74% of all Language Aide interactions over 2016/17 were handled internally
- 59% of Customer Service staff are registered Language Aides across 19 languages
- LOTE user satisfaction has not statistically changed from 2014/15 to 2015/16
- 55.7% of respondents to the Annual Community Survey from a CALD household are aware of the MTL service.

Options for Consideration

Recommendations for the review include:

- Implement pre-certification training identified by NAATI for as an opt-in option for existing Language Aides and as mandatory for new Language Aides.
- Implement the testing system being developed by NAATI which is based on the Common European Framework of Reference for Languages as an opt-in option for existing Language Aides and as mandatory for new Language Aides.
- Work towards creating a significant and inclusive plan to integrate Indigenous language into the Language Aide program and include this as part of Council's Aboriginal Action Plan 2017-2019.

- Implement suggested telephony changes to the routing of MTL calls and use of prime agents.
- Ensure that the internal and external communications and training plan is refined and implemented. This should include communication via the intranet, website and updates in the knowledge management system.
- Implement and communicate within the organisation all key Language Aide policy and guidelines changes including adoption of the training, recruitment and remuneration recommendations.

Financial and Resource Implications

The EBA stipulates the level of allowance to be paid to a Language Aide and the criteria and process used to determine this payment. Proposed changes to this model will have no impact on the current budget.

Risk Management

There are no identified risk management implications.

Policy Implications

Economic Development

There are no identified economic development implications.

Environmental Sustainability

There are no identified environmental sustainability implications.

Human Rights, Equity and Inclusion

The Language Aides Policy and Guidelines aligns with the Darebin Equity and Inclusion Policy goals, which commit Council to be inclusive and responsive to the needs and aspirations of local communities through its services, programs and civic structures. This policy is implemented through an internal and external communications and training plan.

Other

There are no other factors which impact on this report.

Future Actions

- Implement findings of the Language Aide and Multilingual Line Review 2017.
- Utilise the data from the 2016 census to continue to improve services by targeting high use languages primarily through focus groups.

Consultation and Advocacy

- Surveys were sent to all of Council's advisory committees, Council staff and the Language Aide support team.
- A telephone survey was performed on Language Aide service users

Council staff and external organisations consulted:

- Manager Advocacy and Communication

- Marketing and Projects Coordinator
- Brand and Design Specialist
- Diverse Communication and Engagement Advisor
- Coordinator Equity and Diversity
- Team Leader – Web Services
- Aboriginal Liaison Officer
- Manager, People and Development
- Business Support Accountant – Community Development
- Research Officer - Community Engagement and Demographics
- Language Aide Support Team
- Northern Region Councils
- Department of Premier and Cabinet (Victorian Multicultural Commission)
- National Accreditation Agency for Translators and Interpreters (NAATI)
- University of Melbourne (School of Languages and Linguistics, Language Testing Research Centre)
- RMIT (School of Global, Urban and Social Studies)
- Monash University (School of Languages, Literatures, Cultures and Linguistics)
- Department of Immigration and Border Protection (Translating and Interpreting Services)

Related Documents

- Council Minutes – 13 February 2017

Attachments

- Language Aide and MTL Review 2017 Terms of Reference (**Appendix A**) [⇒](#)
- Language Aide and MTL Review Final Report July 2017 (**Appendix B**) [⇒](#)
- Draft Policy and Guideline 2017-2020 (**Appendix C**) [⇒](#)

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 ARTS PARTNERSHIPS INITIATIVE 2017-2018**Author:** Manager Creative Culture and Events**Reviewed By:** Director Community Development

Report Background

This report advises Council of the successful recipients of the 2017-2018 Arts Partnership Initiative. Fourteen partnerships have been recommended following an assessment process and Council endorsement of the partnerships is noted.

Previous Council Resolution

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

Previous Briefing(s)

Councillor Briefing – 31 July 2017

Council Plan Goal/Endorsed Strategy

Goal 2 - Opportunities to live well

Darebin Arts Strategy 2014-2020

Summary

In May 2017 applications were sought from artists and arts organisations to collaborate with the City of Darebin as part of the annual program, Arts Partnerships Initiative. Thirty-one expressions of interest were received, an increase by eight from the 2016-2017 partnership round.

The initiative enables Council to reach out to new communities, particularly hard to reach, through facilitating new local creative and artist-led collaborations.

Recommendation

That Council:

- (1) Endorses the recommended Arts Partnerships for 2017-2018.
 - (2) Endorses the establishment of annual service agreements for two long standing Darebin based cultural heritage organisations, the Darebin Brass Band and Preston Symphony Orchestra.
-

Introduction

The Arts Partnerships Initiative is a commitment of the Darebin Arts Strategy 2014-2020. The initiative is designed to enable new artistic partnerships that have a primary focus on reaching Darebin's hard to reach priority communities.

The initiative has two investment streams enabling local partnerships:

- Stream One: Project Partnerships.
- Stream Two: Key Cultural Organisations.

The program provides Council a three-fold outcome:

1. Facilitating and fostering new local creative and artist-led collaborations;
2. Increasing community access to and participation in the arts;
3. Establishing and maintaining local networks between Council and the creative sector, between Council and hard to reach communities.

Issues and Discussion

- Twenty applications were received for Stream One: Project Partnerships, and eleven applications for Stream Two: Key Cultural Organisations.
- Expressions of Interest opened Tuesday 16 May 2017 and closed Wednesday 14 June 2017. The initiative was promoted through various communications channels supported by a comprehensive marketing and communications plan.
- The guidelines noting the criteria is at **Appendix A**.
- Successful applicants will be informed in late August upon Council endorsement of the recommended partnerships.
- Partnerships will be realised between September 2017 and June 2018.
- The selection panel included internal and external representatives.
- The list of recommended partnerships in 2017-2018 is at **Appendix B**.
- Arising from the assessment process was the recognition and recommendation that two long standing Cultural Heritage organisations; Darebin Brass Band and Preston Symphony Orchestra would benefit from an alternative investment stream that supports their annual operational costs and infrastructure needs through an annual service agreement rather than a partnership agreement. For future years this could be a longer term proposition that transition these agreements to triennial investment models with key performance outputs determined annually.

Options for Consideration

Two options are being noted for endorsement:

- Eight projects have been recommended for support for a total of \$61,860 for Stream One – Project Partnerships. Four organisations have been recommended for support for a total of \$26,500 for Stream Two – Key Cultural Organisations.
- Development of an alternative investment arrangement for two long standing Darebin based Cultural Heritage Organisations, namely the Darebin Brass Band and Preston Symphony Orchestra. Annual service agreements will detail the full contribution Council currently makes both in-kind and financial funded through existing operating budgets infrastructure support.

Financial and Resource Implications

Delivery of the Arts Partnerships Initiative is within 2017-2018 operating budget. Additional funds have been allocated through the Creative Culture and Events operating budget to facilitate to support the formulation of new annual service agreements with the Preston Symphony Orchestra and Darebin Brass Band.

Risk Management

This initiative is designed and delivered in alignment with Council's risk management framework.

Policy Implications

Economic Development

In May 2016, Geografia was commissioned to conduct an impact study of the economic value and social benefit of the arts and creative sector in Darebin:

"The Arts and Creative sector ... contributes to economic, social and community development; and this is in addition to the purely aesthetic value. It is, quite simply, a nation building activity. Moreover, local government has a recognised role, and relatively straight forward reason, for supporting arts and creative activity in the community."

Environmental Sustainability

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

Human Rights, Equity and Inclusion

Human Rights that relate to this paper include:

- Your right to freedom of thought, conscience, religion and belief
- Your right to freedom of expression
- Your right to taking part in public life
- Cultural rights

These rights are supported when community members and artists have the resources, time and tools to engage and collaborate. This initiative offers artists and community members a platform for this expression.

Other

There are no other policy impacts related to this report.

Future Actions

- Notifications to successful artists and organisations.
- Contractual agreements with relevant parties.
- Artistic Partnerships implemented across the municipality.

Consultation and Advocacy

- An extensive marketing and communications plan unpinned the application process for this initiative.
- The initiative has been developed from commitments noted in the Darebin Arts Strategy 2014-2020 that was designed and developed after extensive community consultation in 2013.

Internal Departments Consulted and Engaged:

- Families, Diversity and Community
- Aged and Disability

Related Documents

- Darebin Arts Strategy 2014-2020

Attachments

- Arts Partnerships Initiative Guidelines (**Appendix A**) [⇒](#)
- Recommended Arts Partnerships Initiative 2017-2018 (**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.

6.9 TENURE EXTENSION TO AN INDEPENDENT EXTERNAL MEMBER TO THE AUDIT COMMITTEE**Author:** Manager Corporate Risk and Audit**Reviewed By:** Director Corporate Services

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 responsibilities relating to risk management and financial management, control and reporting requirements. The Committee comprises of two Councillors and three external members, one of whom is appointed the Chairperson.

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 - A well governed Council

Summary

At the Council Meeting held on 5 November 2014, the appointment of Mr Terry Richards as an independent external member to the Audit Committee was resolved. Council determined that Mr Terry Richards' appointment to the Audit Committee be for a three year term (expiring December 2017) with the option of a further one year term (expiring December 2018) by mutual consent.

As Mr Terry Richards' three year term will end in December 2017, it is proposed to extend his appointment, as per contract arrangements, for a further one year.

Recommendation

That Council:

- (1) Resolves to extend the appointment of Mr Terry Richards' position as an independent external member of Council's Audit Committee for an additional one year, as per contract arrangements.
 - (2) Resolves to have the Director Corporate Services write a letter to Mr Terry Richards informing him of the additional year to his tenure as an independent external member of Council's Audit Committee, expiring December 2018.
-

Introduction

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 responsibilities relating to risk management and financial management, control and reporting requirements. The Committee comprises of two Councillors and three independent external members, one of whom is currently the Chairperson

Issues and Discussion

The Audit Committee plays an important role in assisting Council with its oversight of financial management, risk management, internal controls and independent external reporting. It forms a key part of Council's governance framework.

Independent external members are appointed by Council with an appropriate balance of local government regulatory knowledge, finance, and audit or management experience. Members of the Audit Committee require a high level of expertise and commitment to fulfil their role. In accordance with the Special (Statutory) Council meeting on 14 November 2016, independent external members are to be appointed for a minimum two year term with an option for a further two year term by mutual consent.

At the Council Meeting held on 5 November 2014, the appointment of Mr Terry Richards as an independent external member to the Audit Committee was resolved. Council resolved that Mr Richards' appointment to the Audit Committee be for a three year term (expiring December 2017) with the option of a further one year term (expiring December 2018).

The position to extend Mr Terry Richards' appointment for an additional one year term has been proposed due to the current arrangements of our independent external members. Ms Lisa Tripodi was newly appointed in August 2016 for a three year term and Mr Michael Said's tenure ended in April 2017, with his replacement yet to be confirmed. Mr Terry Richards has demonstrated extensive expertise in his role of independent external member to the Audit Committee over the three years with particular regulatory, finance, risk and audit management knowledge of Darebin City Council. Therefore extending his position for an additional one year term will ensure continuity of knowledge and direction for Council to achieve its outcomes.

Options for Consideration

1. Council supports to extend Mr Terry Richards appointment as an independent external member of Council's Audit Committee for an additional optional one year term (expiring December 2018).
2. Council does not support the extension of Mr Terry Richards' appointment for an additional optional one year; rather seek expressions of interest to appoint a new independent external member to the Audit Committee effective from January 2018.

Financial and Resource Implications

- Independent External Audit Committee members for 2017 are paid an allowance of \$1,435 and the Chairperson \$1,819.50 per meeting. These costs are in accordance with current budget and have no financial implication upon the appointment of a new independent external member.
- Any costs incurred for advertising for an independent external member of the Audit Committee will remain within current budget, if required.

Risk Management

As Mr Michael Said's replacement remains vacant at this point in time, it is important to ensure the current continuity of knowledge and expertise from the independent external members of the Audit Committee is maintained.

In the absence of extending Mr Terry Richards' tenure could also increase the risk of not having a quorum (three members – including one or more Councillors) to hold an Audit Committee Meeting. In recent times, recruiting for an independent external member to the Audit Committee has proven to be time consuming and challenging.

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

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

If Council resolves to support the extension of Mr Terry Richards' appointment for an additional optional one year term as an independent external member of the Audit Committee, the Director Corporate Services will write to Mr Terry Richards on behalf of the Council to formally inform him of his extended tenure.

Consultation and Advocacy

- Director Corporate Services

Related Documents

- Audit Committee Charter
- Council Meeting minutes 5 November 2014

Attachments

Nil

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.

6.10 WALKER STREET, NORTHCOTE: SUBMISSION TO THE SOCIAL HOUSING RENEWAL STANDING ADVISORY COMMITTEE**Author:** Manager City Design and Strategic Planning**Reviewed By:** Director City Futures and Assets

Report Background

The Victorian Government announced the *Homes for Victorians* strategy in March 2017, a \$2.7 billion program of investment into housing and homelessness initiatives. Through the *Homes for Victorians*, the government has also committed to the Public Housing Renewal Program (PHRP) which provides \$185 million of funding towards redeveloping a number of ageing public housing estates into more vibrant, better connected, mixed-tenure neighbourhoods where people can live in housing that is safe and secure. Public housing estates identified for redevelopment will likely comprise of a mix of public and private tenure, and each estate must be designed to increase the current number of social housing dwellings by at least 10 per cent. Through this process, the Department of Health and Human Services (DHHS) has identified Walker Street as a Stage One redevelopment site given its locational proximity to services and infrastructure, and ageing walk-up buildings. The buildings were constructed in the 1960s without lifts and with poor internal amenity for residents, poor public safety and internal circulation, and limited environmental sustainable design measures.

Based on the information supplied by DHHS to the TraffixGroup to prepare the Traffic Engineering Assessment for Walker Street, Northcote a yield of 222 dwellings out of the current 87 dwellings is contemplated for the site. This will increase public housing on the site by at least 10 percent to achieve 95 public dwellings (43 percent) and 127 private dwellings (57 percent) for the Walker Street site. It is of concern that only 5 of the 222 dwellings are proposed as three bedroom dwellings whilst 90 dwellings will be two bedroom and 127 will be one bedroom dwellings, based on the Traffic Engineering Assessment Report. Housing diversity is an essential component to realise an exemplary residential development.

For public housing estates where planning scheme amendments are required to facilitate the future renewal and redevelopment of the land, the Minister for Planning has appointed a Standing Advisory Committee, known as the 'Social Housing Renewal Standing Advisory Committee' to provide advice on the suitability of planning proposals. The Minister for Planning has commenced a planning scheme amendment process to rezone the land at Walker Street and to apply built form and design controls to the land. Council officers have prepared a detailed submission (**Appendix A**) to the Advisory Committee, providing a critical analysis on the documents exhibited, and within the parameters of the Advisory Committee's Terms of Reference (**Appendix B**).

Previous Council Resolution

At its meeting held on 15 May 2017, Council resolved:

'That Council advocate that:

- (1) *The State Government replace all public housing currently at Walker Street Estate and add provision for at least 50% additional public housing tenants on the site.*

- (2) *The entire site remain predominantly for public housing, with some social and affordable housing (as defined by 80% or less of the median income paying less than 30% of their income in rent)'*
- (3) *Genuine consultation takes place with the residents of Walker Street, the local community and Darebin City Council.*
- (4) *Any redevelopment of the site be sensitive to the residential zoning of the site.*
- (5) *All dwellings at Walker Street Estate have at least 7.5 star energy rating.*
- (6) *Write an open letter to the state members of Northcote and upper housing members representing Northern Metropolitan Region outlining Council's position and seeing a meeting to advocate for a better outcome for both current public housing tenants and for those who are on public housing waiting lists'.*

Previous Briefing(s)

Councillor Briefing – 31 July 2017

Council Plan Goal/Endorsed Strategy

Goal 1 - A sustainable city

Goal 2 – Opportunities to live well

Goal 3 – A liveable City

Goal 5 – Involving our diverse community

Council strategies

- Darebin Housing Strategy 2013-2033
- Responding to Housing Stress: A local action plan 2013

Summary

This report provides a summary of the draft submission prepared (**Appendix A**) which responds to the Terms of Reference provided to the Social Housing Renewal Standing Advisory Committee. It also provides the context of social housing in Darebin, the increasing need to continue advocacy efforts to ensure that the provision of social and affordable housing across the municipality meets the growing needs of a diversifying community.

Recommendation

That Council:

- (1) Endorses the submission to the Social Housing Renewal Standing Advisory Committee regarding the proposed Planning Scheme Amendment at Walker Street, Northcote, as presented in **Appendix A**.
 - (2) Officers submit the submission to the Social Housing Renewal Standing Advisory Committee for consideration before 5pm Friday 25 August 2017.
-

Introduction

The Social Housing Renewal Standing Advisory Committee (the Standing Advisory Committee) was appointed by the Minister for Planning, to provide advice on the suitability of planning proposals to facilitate the renewal and redevelopment of existing public housing

estates. The Social Housing Renewal program also provides a requirement to increase the supply of social housing within these estates by increasing the existing number of dwellings by an additional 10%.

Following receipt of submissions and verbal presentations made at the public hearing, the Advisory Committee will make recommendations to the Minister for Planning based on the stated Terms of Reference (**Appendix B**).

In the case of Walker Street, the Standing Advisory Committee is required to provide recommendations to the Minister for Planning on the proposed rezoning of the site, in addition to the suitability of the proposed Development Plan Overlay (DPO), and the potential impact of the development on the Merri Creek as assessed under the existing Environmental Significance Overlay (ESO). A draft submission prepared to address the proposed Planning Scheme Amendment, and responding to the Terms of Reference is provided in **Appendix A**.

Issues and Discussion

Walker Street and the social housing need in Darebin

Darebin Council has a strong history in driving and developing place based community programs and resources across public housing estates in Darebin. Community development programs at Walker Street in particular, are primarily led by Council, however, are delivered in conjunction with Jika Jika services, Your Community Health, Victoria Police, the Public Tenants of Victoria Association (PTVA), and the Metropolitan Fire Brigade (MFB). Tenants at the site currently benefit from a range of programs and community services which include a homework club, a bread program (donations made by local bakeries to tenants), support in cultural celebrations, and other educational workshops for tenants. Many of these programs and facilities provide the tenants with a strong sense of place and community, and are important aspects in their overall livelihoods and community participation.

Currently, the estate provides 87 dwellings, which accommodates approximately 250 residents, some of which have lived in the estate since 1976. Given the number of years in which many of these tenants have lived in the estate, in addition to the particular personal circumstances in which they find themselves, it is significant to understand the potential impacts of relocating some of the tenants from familial surroundings. Council is currently unaware of how these issues will be dealt with by DHHS, and have been provided with very limited information on the process for relocating individual tenants. In redeveloping the site for a mix of public and private tenure, it is important that retention and enhancement of such public services and facilities are preserved, and such community facilities (such as the VPTA Meeting Room) be designed into any future development.

While it is considered the public housing renewal project will deliver benefits with regard to increasing the standard of housing made available to public housing tenants, the submission notes that there are also a number of concerns about the future intended outcome for the site. These concerns relate to both social and planning issues which have arisen due to combining the planning scheme amendment process with the relocation of public housing tenants. Although unintended, combining this process has unfortunately created confusion and anxiety for the public housing tenants. Given the desire of DHHS to proceed with combining the planning scheme amendment process with the relocation of tenants it is incumbent upon the Minister for Planning to change the Terms of Reference to include the social issues which will and have inevitably arisen.

The Walker Street site has been identified for redevelopment given its large size (1.06ha), the dilapidated condition of the buildings, and its locational advantages close to social services, infrastructure and facilities. Such services, facilities and infrastructure include proximity to Northcote High School, important local community facilities including healthcare

and personal support networks, and a variety of key public transport nodes. It is also acknowledged that the Walker Street estate currently consists of older style public housing buildings that are rundown and have high maintenance costs.

The buildings are multi-storey 'walk-ups' with no lifts, and as the dwellings were constructed in the 1960s, they have low internal amenity, in addition to low environmental sustainable design measures. The lack of mechanical lift facilities renders the development inaccessible or difficult to access for people with limited mobility, families with small children, and older Victorians.

In order to facilitate the future redevelopment of the land (including increasing the number of social housing units on the land), DHHS are proposing a planning scheme amendment, to rezone the land and provide particular design requirements and parameters for future development. Following a review of the planning scheme amendment documents exhibited, Council has prepared a submission to the Standing Advisory Committee (**Appendix A**), in accordance with the Terms of Reference prepared by the Minister for Planning.

Proposed Planning Scheme Amendment

The submission provided in **Appendix A** to this report provides a thorough analysis of the proposed planning scheme amendment, including recommended changes to the exhibited documents for the Advisory Committee's consideration. The proposed changes to the Darebin Planning Scheme are provided in the table below:

Existing provisions	Proposed changes
Neighbourhood Residential Zone (Schedule 1)	Mixed Use Zone
Developer Contributions Plan Overlay (Schedule 1) – <i>now expired</i>	Development Plan Overlay
Environmental Significance Overlay (Schedule 1)	<i>Proposed to retain</i>
	Parking Overlay
Darebin City Council is the responsible authority	Minister for Planning is the responsible authority in Clause 61.01.
	Apply the 'Areas of Urban Intensification' designation on the Strategic Framework Plan in Clause 21.01-6
	Change the designation on the Strategic Housing Framework Plan in Clause 21.03-1 from 'Minimal Housing Change Area' to 'Substantial Change Area'
	Change the designation on the Strategic Housing Framework Plan in Clause 21.03-1 from 'Minimal Housing Change Area' to 'Substantial Housing Change Area'
	Add reference to the redevelopment of the Walker Street Site in Clause 22.05 (High Street Corridor Land Use and Urban Design)

Consultation

The time and information provided by DHHS to consult on this project has been limited. The exhibition process for the Walker Street site planning scheme amendment commenced on 2 August 2017 and submissions are invited between 2 August 2017 and 30 August 2017 to be submitted to the Standing Advisory Committee by 5pm on 30 August 2017.

The exhibition process included information sessions for public housing tenants only, and a public information session for the broader community (which was attended by 5 residents) and information posted on the website for the exhibition period.

This consultation process followed previous consultation undertaken by DHHS which produced the phase one and two engagement reports undertaken by 'KJA engaging solutions'. Phase one process sought to inform and consult residents and key stakeholders about the public housing renewal program and gather information about people's values and aspirations for the renewed estate. Whilst phase two engagement program was informed by a sketch plan which reflected phase one feedback. These reports are publicly available as part of the proposed planning scheme amendment process, found on the DELWP website at www.planning.vic.gov.au/shrp

Recommendations to the Standing Advisory Committee

Based on the submission and discussion provided in **Appendix A**, the specific recommendations which will be made to the Standing Advisory Committee are summarised below:

- Council generally supports the proposed housing change framework within the Darebin Planning Scheme from 'minimal' to 'substantial' (discussed p.8-9 of the attached submission).
- Council raises concerns over the suitability of the proposed Mixed Use Zone (MUZ), as any commercial activity (other than a small café that would cater to the immediate surrounding residential catchment), would potentially undermine the existing viability of existing neighbourhood activity centres surrounding the site.
- Council generally support the proposed use of the DPO, however notes that there is a number of discrepancies between the Design Framework and the DPO. There are a number of positive design elements contained within the Design Framework, which are not translated into the content of the DPO. As the Design Framework holds no statutory status, Council is concerned that some of these design elements will be lost. Council's discussion around the DPO is analysed on p.10-12 of **Appendix A**.
- Council supports the focus on active transport in the DPO13 and suggests that consideration should be given to off-site traffic management treatments on local streets to further enhance pedestrian safety and accessibility.
- Council calls on any future developer to work collaboratively with Public Transport Victoria (PTV) and VicRoads to realise potential opportunities in improving the surrounding transport network by creating wider, safer and more attractive crossings. Transport management is discussed in further detail on p.12-14 of **Appendix A**.
- Council supports applying a Parking Overlay PO1 to the site.
- Council supports a pedestrian path along the creek edge, however notes that the maintenance responsibilities for the Merri Creek environs must be resolved moving forward.
- Council supports the retention of all high value trees and some of the more significant trees listed as medium retention value in any future design proposal for the site.

- Council supports the provision of a centrally located open space area to accommodate a playground as indicated in the Design Framework and a through path to the new pedestrian trail along the Merri Creek.
- Council supports the requirement of the development plan to address wider features such as maximising natural light and ventilation within apartments, corridors, carparks and communal spaces of the multi-unit residential development. This approach supports Council's commitment to zero greenhouse emissions by 2020 for both Council and the community in accordance with the Draft Darebin Climate Change Action Plan March 2017 and the Climate Emergency Plan 2017.
- Council does not support the proposal for the Minister for Planning to act as Responsible Authority. Council provides significant local knowledge about the site and the needs of future residents, that it would be best placed to act as the Responsible Authority.

Recommendations for further Advocacy

Given that Council is concerned about the broader social implications of the development, outside of the limited Terms of Reference prepared by the Minister for Planning, the following key recommendations for Advocacy are summarised below:

- That Council requests the Minister for Planning to amend the Social Housing Renewal Advisory Committee Terms of Reference or provide an opportunity for the important social issues to be considered in advance of major decisions being made in relation to the redevelopment of this site.
- That Council requests the Minister for Housing to require community services at the Walker Street site, including; child care facilities, outdoor play-space areas, recreation facilities, homework clubs and after school programs, to be integrated within the development to assist in supporting a highly integrated, safe, accessible, affordable and secure neighbourhood for all residents.
- That Council requests the Minister for Housing includes mandatory inclusions that meets requirements for existing tenants around diversity of stock including larger 3 bedroom units and aging in place options.
- That Council requests the Minister for Housing to commit to supporting and facilitating strong public participation of affected stakeholders in the planning, assessment, development and management of public and community housing at Walker Street.
- That Council requests the Minister for Housing to expedite the Planning and Building Legislation Amendment (Housing Affordability and Other Matters) Bill 2017 through the Parliament of Victoria to insert a definition of social and affordable housing within the *Planning and Environment Act 1987*.
- That Council requests the Minister for Housing to support alternative and innovative financial models to fund social housing, such as grants through the Victorian Property Fund for Common Equity Housing.
- That Council requests the Minister for Housing to commit to constructing suitable public housing units to accommodate dislocated Walker Street residents within close proximity of the site to minimise likely disruption to existing residents and to support the residents in maintaining their existing networks and attachments to community, educational, and social facilities.

Options for Consideration

Option 1: That Council endorse the draft submission as shown in **Appendix A**.

Option 2: That Council endorse the draft submission as shown in **Appendix A**, subject to specific changes.

Option 3: That Council do not support the submission.

Financial and Resource Implications

Preparation of the submission has been completed within existing resource allocation, however presentation of the submission to the Advisory Committee may require external representation. This would have a likely financial implication of up to \$10,000.

Risk Management

If Council does not endorse or support the draft submission, Council officers will not have the delegation to present a submission to the Standing Advisory Committee in October, and therefore will not be a stakeholder or party to discussions or negotiations regarding any future planning controls for the site.

Policy Implications

Economic Development

There are no economic development implications associated with this submission.

Environmental Sustainability

Through the urban renewal of the social housing estate, the sustainability of the building will be of a higher standard, improving the internal amenity for residents. The submission emphasises that an effective approach to achieving sustainable development is through energy efficiency.

Human Rights, Equity and Inclusion

The submission presented in **Appendix A** addresses the broader issues of housing affordability and social housing, as important elements of people, place and identity in planning. The submission emphasises the importance of achieving a sufficient amount of public and affordable housing units to meet the growing needs of a diversifying community, and the concept of 'affordable living' (as referenced in Darebin's *Responding to Housing Stress: A Local Action Plan 2013-2017*). In addition, the submission highlights the important involvement of the whole community in achieving positive planning outcomes for all.

Future Actions

- Council officers will submit the submission to the Standing Advisory Committee, in its current form or as amended by Councillors.
- Council officers or their representatives will verbally present the submission to the Standing Advisory Committee as advised by the Department of Environment, Land, Water and Planning.
- Continued advocacy to ensure that the City of Darebin can provide a suitable number of public and affordable housing units across the municipality that encourage a higher

standard of living, to provide adequate services and infrastructure that meet the needs of the community and to ensure that the City can enhance liveability for all.

Consultation and Advocacy

- Manager Advocacy and Communication
- Executive Director City Plan and Transformation
- Coordinator Equity and Diversity
- Community Planner
- Community Development Officer
- Coordinator Bushland Management
- Coordinator Arboriculture Planning
- Team Leader Transport Strategy

Related Documents

- Council Minutes – 15 May 2017

Attachments

- City of Darebin Submissions to the Social Housing Renewal Standing Advisory Committee (**Appendix A**) [⇒](#)
- Terms of Reference - Social Housing Renewal Standing Advisory Committee (**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.

6.11 RESIDENTIAL PARKING PERMIT POLICY 2017**Author:** Manager Health and Compliance**Reviewed By:** Director Civic Governance and Compliance

Report Background

This report is to seek Council's endorsement of the *Residential Parking Permit Policy 2017*.

Previous Council Resolution

At the Council meeting dated 3 July 2017, Council resolved:

“That Council defers the report on the Resident Parking Permit Policy 2017 to the next practicable Council meeting”.

Previous Briefing(s)

Councillor Briefing dated 10 August 2017.

Council Plan Goal/Endorsed Strategy

Goal 3 - A liveable city

Summary

Historically, the issuing of parking permits has been seen as an operational function therefore the parking permit policy has not been subject to any previous Council resolution. Council has however, been responsible, through the annual budget process, to adopt the fees associated with the issuing of permits. The fees for the 2017/2018 financial year were approved by Council on 22 June 2017.

To ensure there is full transparency across policies that affect the local community, this policy was recently reviewed and is being presented to Council for consideration and endorsement.

Recommendation

That Council endorses the *Resident Parking Permit Policy 2017* attached as **Appendix A** to this report.

Introduction

In 2004, Sinclair Knight Merz (SKM) were commissioned to provide a review of the Resident Parking Scheme and to develop a new simpler scheme that is more reflective of the community needs while providing future direction of the scheme.

The “Review of the Darebin Resident Parking Permit Scheme 2004“ was developed to replace the parking permit scheme in Darebin that was developed in 1997 covering the previous municipalities of Northcote and Preston.

The key objective of parking schemes is to provide on-street car parking preference for residents by restricting the ability of other road users to park their cars in the area for any length of time, or at all. In most areas it appears to be accepted that residents should have priority access to the available parking spaces.

The majority of resident parking permits schemes in Australia and elsewhere have been initiated in areas where on-street parking is a scarce resource. These areas are usually inner city (older) neighbourhoods, where the streets were not designed to accommodate large numbers of cars. The worst affected areas are generally those close to major traffic attractors, such as retail precincts, business areas, entertainment precincts or large facilities for example sports grounds.

The key objective of these parking schemes is to provide on-street car parking preference for residents by restricting the ability of other road users to park their cars in the area for any length of time, or at all. In most areas it appears to be accepted that residents should have priority access to the available parking spaces.

Issues and Discussion

Residential Parking Permits are available for eligible residents to be exempt from parking restrictions in timed parking areas, or residential permit zones. A permit allows parking in close proximity to the primary residential property, but does not guarantee a parking space nearby.

Eligibility

To be eligible for a residential parking permit the following needs to be satisfied:

- Be a resident of a property within the City of Darebin where parking restrictions apply (i.e. Permit Zone or time restrictions of one hour parking or greater).
- Provide proof that the property is the primary residence.
- Make payment of the prescribed fees.

Number of Residential Parking Permits

The Policy divides properties into two zones to differentiate between shop-top and single lot dwellings (refer to Table 1 below).

Zone A incorporates all shop-top residences along defined shopping precincts and are eligible for a maximum of one permanently affixed permit where no off street parking is available.

Zone B incorporates single lot dwellings in areas with significant parking congestion and are eligible for a maximum of two permits which can be any combination of transferable or affixed permits.

Table 1

	Zone A	Zone B
Off Street Parking	0	1
No Off Street Parking	1	2
Temporary Permits	3	4

Cost of Permits

- Council charges annual fees for Residential Parking Permits as per the schedule of fees adopted annually through the Council budget. For 2017, the fee for the first permit is \$40 and \$60 for a second permit.
- New applications received after 1 October receive a 50% discount on the annual fee.
- Fees for temporary, lost and stolen permits will be set at the same rate as permit one and are not eligible for pension discount.
- Fees and charges are available from the City of Darebin, 274 Gower Street Preston or from the Darebin website www.darebin.vic.gov.au.

The following concession card holders are entitled to receive a 50% discount on the annual fee:

- Pensioner Concession Card
- Department of Veteran's Affairs (DVA) Gold Card
- Department of Veteran's Affairs (DVA) Gold Card specifying War Widow
- Department of Veteran's Affairs (DVA) Gold Card specifying TPI
- Department of Veteran's Affairs Pensioner Concession Cards

Once approved, Council does not issue fee refunds unless Council has been required to cancel the permit due to a change in a law or regulation that impacts the conditions upon which the permit was issued.

Commercial Use

Residential Parking permits are not available for properties rated as commercial or properties used for commercial purposes.

If a property is rated as commercial or mixed use and is claimed to be the primary place of residence an inspection of the property, if required, is undertaken by an authorised council officer before an application can be approved.

Commercial business operators, Boats, Caravans, Trailers and Heavy or Long Vehicles (Trucks, Buses, etc.) or unregistered vehicles, are not eligible for Residential Parking Permits.

NOTE: Parking Permits for Residents of New Developments

Parking permits are not available for any new developments including residential, mixed use, commercial or industrial developments.

A new development under this Policy is a property that:

- Was not lawfully available for occupation on 20 December 2004
- Has increased or will increase the number of dwellings, or, in the case of mixed use, industrial or commercial development, which has increased or will increase the number of separate properties on a site.

Options for Consideration

Council endorses the “*Residential Parking Permit Policy 2017*”. This is the recommended option.

Council endorses the “*Residential Parking Permit Policy 2017*” with amendments. This option is not recommended.

Financial and Resource Implications

During the 2016/2017 financial year residential parking permits yielded approximately \$83,000. Previous financial years have yielded \$61,000 (2015/2016), \$59,400 (2014/2015).

Approximately one hour each day is spent by the Business Support Officer in issuing Residential Parking Permit and maintaining the associated database.

Risk Management

There are no factors in this report which impact upon risk management.

Policy Implications

Economic Development

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

Environmental Sustainability

The Resident Parking Permit Policy considers the continued development of the city and implements a mechanism whereby permits will not be available to new developments if, since 2004, they increase the occupancy on a parcel of land. This mechanism ensures the feasibility of the scheme into the future and also encourages new developments to either provide off street car parking, or be situated close to public transport.

Human Rights, Equity and Inclusion

The Resident Parking Permit Policy will supplement and support Council’s overarching obligation to ensure equitable access to the limited on street parking resource around key community assets such as shopping areas around High Street and Station Street.

The Policy endeavours to provide fair access for residents to their homes in areas where parking restrictions have been implemented.

Other

There are no other factors which impact on this report

Future Actions

- The *Residential Parking Permit Policy 2017* will be made available on Council's website.
- Civic Compliance will review the Resident Parking Permit Policy every two years to ensure that the policy is achieving its goals and purpose.

Consultation and Advocacy

- Community Reference Group
- Community Survey
- Sinclair Knight Merz (SKM)
- Manager Health and Compliance
- Acting Manager Transport and Public Spaces
- Team Leader Engineering
- Team Leader Traffic Services
- Business Support Officer - Business and Performance

Related Documents

- Council Minutes – 7 June 2004 and 3 July 2017
- *Residential Parking Permit Scheme 2004*

Attachments

- Resident Parking Permit Policy 2017 (**Appendix A**) [⇨](#)

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.

6.12 PROCUREMENT POLICY**Author:** Coordinator Procurement and Contracts**Reviewed By:** Director Civic Governance and Compliance

Report Background

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 3 October 2016, whilst also taking into account additional Council resolutions made since 12 December 2016.

Previous Council Resolution

At its meeting held on 12 December 2016, Council resolved:

- (1) *'That Council Considers changes to the Procurement Policy to strengthen Section 6 (Social Procurement) to:*
 - (a) *Deliver a 'youth employment' dividend (eg. 10% of all work to be provided to apprentices and trainees), as recommended by the Northern Youth Employment Taskforce.*
 - (b) *Provide further employment opportunities for refugee and asylum seeker community members.*
 - (c) *Encourage and promote the engagement of Aboriginal businesses, organisations and individuals; and*
 - (d) *Achieve improved sustainability and environmental outcomes for the Darebin community.*
- (2) *Receives further recommendations for changes to the policy from the Future Infrastructure and Services Working Group (subject to it being established) to be considered at a Council meeting in March.*
- (3) *Receives a further report before October 2017 to consider the following changes to the local business framework in Appendix A to ensure that where available three local quotes are always sought and that the local content weighting be lifted from 10% to 20%.*

Previous Briefing(s)

This matter has not previously been to a Councillor Briefing.

Council Plan Goal/Endorsed Strategy

Goal 6 - A well governed Council

Summary

On an annual basis Council is required to review its procurement policy and submit it to Council for approval. The Procurement Policy 2016 was endorsed at the Council Meeting held on December 12, 2016. This annual procurement policy update will also address outstanding Council resolutions.

Recommendation

That Council:

- (1) Endorses the Procurement Policy dated August, 2017 attached as **Appendix A** to this report.
 - (2) Notes in accordance with the *Local Government Act 1989*, the Procurement Policy must be endorsed annually. The next scheduled update will be presented to Council in August 2018, unless requested earlier.
-

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 its procurement policy.

Issues and Discussion

The following outlines the key additions and alterations made to the Procurement Policy:

- Section 3, addition of best practice principles, including the strengthening of value for money and the approach to achieve value for money and Council objectives
- Section 3.1, reference to the use of Council's e-Tendering portal
- Section 4.1, inclusion of responsible financial management
- Section 4.2, alteration to threshold requirements and procurement responsibilities
- Section 4.3, inclusion of Procurement Policy exemption categories
- Section 4.9, inclusion of record keeping responsibilities
- Section 5, removal of "Darebin Plus" component allowing for greater weight to be given to businesses within the Darebin municipality
- Section 6, strengthening of the social procurement commitment which addresses Council resolutions
- Section 8, inclusion of sustainable procurement principles, including but not limited to, Council's commitment to reduce, reuse and recycle materials locally, and complying with ESD standards
- Section 10, centralised procurement section has been removed

Options for Consideration

The procurement policy has been reviewed and updated to reflect Council's resolutions. In particular section 6, Social Procurement has been strengthened to include the delivery of a 10% youth employment dividend, employment opportunities for refugees/asylum seekers and promotion and engagement of Aboriginal business.

Section 8, Sustainable Procurement has been included to address Council resolution to achieve improved sustainability outcomes for our community.

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 next annual procurement policy will occur next August 2018.

Consultation and Advocacy

- Chief Executive Officer
- Director, City Future and Assets
- Director, Operations and Environment
- Director, Community Development
- Director, Civic Governance and Compliance
- Director, Corporate Services
- Executive Manager, City Plan and Transformation
- Manager, Strategic Asset Management
- Manager, Transport and Public Places
- Manager, City Works
- Manager, Environment and Community Outcomes

Related Documents

- *Local Government Act 1989*
- Darebin Industry Participation Policy
- Local Business Framework
- Environmental Purchasing Code
- Disability Access and Inclusion Policy
- Contract Management Guidelines
- Procurement Guidelines
- Council Minutes – 3 October and 12 December 2016

Attachments

- Procurement Policy - August 2017 (**Appendix A**) [⇒](#)

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 PETITIONS, NOTICES OF MOTION AND GENERAL BUSINESS

Nil

8. NOTICES OF MOTION**8.1 EDWARDES LAKE WATER QUALITY****Councillor: Gaetano GRECO****NoM No.: 336**

Take notice that at the Council Meeting to be held on 21 August 2017, it is my intention to move:

***That** Council receive a briefing in October on Edwardes Lake water quality and contamination issues and options for future improvements in water quality.*

Notice Received: 8 August 2017**Notice Given to Councillors 14 August 2017****Date of Meeting: 21 August 2017**

8.2 NO LOCAL EXTINCTIONS**Councillor:** Trent MCCARTHY**NoM No.:** 337

Take notice that at the Council Meeting to be held on 21 August 2017, it is my intention to move:

***That** Council develops a 'No Local Extinctions' policy and receives a further report on a draft policy and options for implementation, including through the Darebin Nature Trust, the development of a new Open Space Strategy and the review of the Darebin Planning Scheme.*

Notice Received: 8 August 2017**Notice Given to Councillors** 14 August 2017**Date of Meeting:** 21 August 2017

9. URGENT BUSINESS

10. GENERAL BUSINESS

Nil

11. PETITIONS

12. REPORTS OF STANDING COMMITTEES

Nil

13. RECORDS OF ASSEMBLIES OF COUNCILLORS

13.1 ASSEMBLIES OF COUNCILLORS HELD

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* (the Act) 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:

- NURP Steering Committee – 27 July 2017
- Councillor Briefing Session – 31 July 2017
- Darebin Environmental Reference Group (DERG) – 2 August 2017
- Darebin Interfaith Council Committee Meeting – 3 August 2017
- Darebin Disability Advisory Committee – 7 August 2017

Recommendation

That the record of the Assembly of Councillors held on 27 and 31 July and 2, 3 and 7 August and attached as **Appendix A** to this report, be noted and incorporated in the minutes of this meeting.

Related Documents

- *Local Government Act 1989*

Attachments

- Assembly of Councillors - 21 August 2017 (**Appendix A**) [⇒](#)

14. REPORTS BY MAYOR AND COUNCILLORS

Recommendation

That Council note the Reports by Mayor and Councillors.

15. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

The Chief Executive Officer, pursuant to section 77(2)(c) of the *Local Government Act 1989* (the Act), has designated the following items to be confidential:

15.1 Civil Construction Works Panel – Contract 2017100

This item is designated confidential because it is a contractual matter pursuant to section 89(2)(d) of the Act.

CLOSE OF MEETING

Recommendation

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 items designated confidential by the Chief Executive Officer.

RE-OPENING OF MEETING

Recommendation

That the meeting be re-opened to the members of the public.

16. CLOSE OF MEETING