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AGENDA OF THE COUNCIL MEETING

Held on Monday 3 December 2018

Public question time will
commence shortly after 6.00pm.



ACKNOWLEDGEMENT OF TRADITIONAL OWNERS AND ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES IN DAREBIN

Darebin City Council acknowledges the Wurundjeri people as the traditional owners and custodians of the land we now call Darebin and pays respect to their Elders, past, present and future.

Council pays respect to all other Aboriginal and Torres Strait Islander communities in Darebin.

Council recognises, and pays tribute to, the diverse culture, resilience and heritage of Aboriginal and Torres Strait Islander people.

We acknowledge the leadership of Aboriginal and Torres Strait Islander communities and the right to self-determination in the spirit of mutual understanding and respect.



English - Agenda

This is the Agenda for the Council meeting. For assistance with any of the agenda items, please telephone 8470 8888.

Arabic

هذا هو جدول أعمال اجتماع المجلس. للحصول على المساعدة في أي من بنود جدول الأعمال، يرجى الاتصال بالرقم 8470 8888.

Chinese

这是市议会会议议程。如需协助了解其中的任何议项，请致电8470 8888。

Greek

Αυτή είναι η Ημερήσια Διάταξη (Agenda) της συνεδρίασης του Δημοτικού Συμβουλίου. Για βοήθεια σε οποιοδήποτε θέμα της ημερήσιας διάταξης, παρακαλούμε τηλεφωνήστε στο 8470 8888.

Hindi

यह काउंसिल की बैठक के लिए एजेंडा है। एजेंडा के किसी भी आइटम के साथ सहायता के लिए कृपया 8470 8888 पर टेलीफोन करें।

Italian

Questo è l'ordine del giorno per la riunione municipale. Per assistenza su uno dei punti dell'agenda chiamate il numero 8470 8888

Macedonian

Ова е дневен ред за состанокот на Советот на Општината. За помош за било која точка од дневниот ред, ве молиме телефонирајте на 8470 8888.

Somali

Kani waa ajandaha kulanka Golaha Degmada. Wixii caawima ah oo ku saabsan qodob kasta oo ka mid ah ajandaha fadlan la xiriir tel: 8470 8888.

Vietnamese

Đây là chương trình buổi họp của Hội đồng Thành Phố. Muốn biết thêm các thông tin về chương trình buổi họp, xin hãy gọi số 8470 8888.

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Agenda

1. MEMBERSHIP

Cr. Susan Rennie (Mayor) (Chairperson)
Cr. Steph Amir
Cr. Gaetano Greco
Cr. Kim Le Cerf
Cr. Trent McCarthy
Cr. Lina Messina
Cr. Susanne Newton (Deputy Mayor)
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 November 2018 and the Special Meeting of Council held on 26 November 2018 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. PETITIONS

7. URGENT BUSINESS

8. CONSIDERATION OF REPORTS

8.1 DAREBIN ELECTRONIC GAMING MACHINE POLICY AND ACTION PLAN 2018- 2022

Author: Manager Equity and Wellbeing

Reviewed By: General Manager Community

PURPOSE

To seek Council's endorsement of the Darebin Electronic Gaming Machine Policy and Action Plan 2018-2022.

EXECUTIVE SUMMARY

The 2018-22 Darebin Electronic Gaming Machine Policy and Action Plan reflects Council's commitment to reducing harm associated with Electronic Gaming Machine (EGM) gambling, providing greater player protection and giving communities a greater voice in any new planning and licensing applications.

The primary focus of this policy is the reduction of harm caused by EGMs. The secondary focus is the reduction of harm caused by online gambling and sports betting using the internet and mobile apps. The policy will be enacted through four priority areas and strategies that seek to maximise Council's investment and influence, and provide a structure to guide future actions.

- 1. Legislation and Regulation:** To exercise the full extent of Council's regulatory and legislative mandate to minimise harm from EGMs.
- 2. Advocacy:** Council will continue to be recognised as a state wide leader in driving changes to reform those systems and structures that cause gambling-related harm to the Darebin community.
- 3. Organisational Alignment:** Council will take a whole of organisation approach to minimising harm, acknowledging that all our activities can contribute to minimising harm.
- 4. Evidence Research Data:** Council will develop a strong, robust and defensible evidence base that will enhance Council's capacity to effectively influence the location, management and operation of EGMs in the municipality and contribute to broader evidence base.

The policy includes exceptions and graduated guidelines for groups and clubs who do not wish to negotiate a transition plan. These elements have been informed by the findings of the impact assessment survey and public exhibition period.

Recommendation

That Council:

1. Endorses the Darebin Electronic Gaming Machine Policy and Action Plan 2018 - 2022.

BACKGROUND / KEY INFORMATION**Previous Council Resolution**

This report is in response to the resolution from the Council Meeting held on 5 June 2017:

That:

- (1) Council will not provide sporting grounds, Council venues or use of Council property to any sporting clubs, community groups, organisations or associations who directly operate or own EGM's in Darebin or elsewhere.*
- (2) Council Leases and agreements are revised to include this provision.*
- (3) Any sporting club, community group, organisation or association that operate or own EGM's will be ineligible for community grants, financial assistance or in kind support from Council.*
- (4) Any sporting club, community group, organisation or association that receives sponsorship or grants (in-kind or cash) from poker machine revenue will have Council grants, in-kind support and funding reduced by the amount and level of funding and/or in-kind support received from EGM sources.*
- (5) All Council's grants programs, contracts, MOU's, procurement guidelines, sponsorship policy and other relevant agreements are revised to include these provisions.*
- (6) Council support any Darebin club that wishes to divest themselves of EGMs to develop a transition plan in order that they may continue to access Council facilities and resources and provide a community benefit to their members.*
- (7) Council request officers undertake an audit / impact assessment of those sporting clubs, community groups, organisations, associations or Council programs that will be affected in practical and reputational terms in order to inform any future transition plan and budget implications.*
- (8) Council write to all sporting clubs, community groups, organisations, associations to advise them of this motion and of Council's intention to reduce the harms of EGM's in the community.*
- (9) Council acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised.*
- (10) Council writes to relevant advocacy groups, neighbouring councils and peak bodies seeking their public support for this approach.*
- (11) Council writes to all local MPs (state and federal, upper and lower houses) and the Ministers for Gambling Regulation, Sports and Recreation, Local Government, Health and the Prevention of Family Violence seeking their public support for Council's approach and a matched commitment by the Victorian and Commonwealth Governments to ensure that taxpayer funds are not provided to groups, clubs, organisations or associations involved in EGMs or benefitting from EGM revenue.*
- (12) Council includes an item on this issue in the advocacy section of its website and publishes responses from the organisations and elected representatives outlined above.*

In addition, Council at its meeting on 12 February 2018 resolved as follows:

That Council:

- (1) *Provides in principle endorsement of the Draft Darebin Electronic Gambling Machine Policy 2018 – 2022.*
- (2) *Provides endorsement of the Draft Darebin Electronic Gambling Machine Policy 2018 – 2022 for public comment and community feedback.*

COMMUNICATIONS AND ENGAGEMENT

Consultation

To assess the potential impact of the policy a total of 297 audit surveys were sent to Darebin clubs and community associations in receipt of Council support. This comprised:

- 140 agencies receiving cash grants under Darebin Community Grants Program.
- 62 agencies receiving facility hire subsidies under Council's Community grants Program.
- 25 agencies receiving support under Darebin Council's Creative Cultures program.
- 70 clubs receiving support under Darebin Council's sport and recreation programs.

In addition, face to face consultation has also occurred with 19 Seniors Clubs receiving support (cash and in-kind) through Council's Funding and Support program. All of Senior Citizens Clubs were contacted in September 2018 seeking a meeting to discuss the draft policy and determine support required.

The draft Darebin Electronic Gambling Policy and Action Plan 2018 – 2022 was open for public comment and community feedback from February – March 2018. The draft was provided to:

- 34 Community based agencies in Darebin
- 12 Hotels and RSL's that operate EGM's in Darebin
- 41 members of the Local Government Working group On Gambling (VLGA)
- 19 members of the Local Government Gambling Alcohol and Other Drugs Issues Forum (MAV)
- All Darebin Council Advisory Committees
- 21 Council Officers.

The draft document was also available for feedback on Council's website.

One response was received from the Northcote Football Club. Northcote Park Football Club's submission argued that Council did not engage with the community prior to passing the resolution on 5 June 2017; that Council did not exercise procedural fairness and natural justice; and that the policy decision was beyond the scope of Council's powers under the *Local Government Act 1989*.

Legal advice was sought in response to this submission in May 2018. The legal opinion in summary was that Council was not required to afford procedural fairness in the above circumstances, as Council was simply articulating a policy position. However, when the time comes for Council to consider whether and on what terms a further licence is granted to Northcote Football Club, procedural fairness must be applied and the club must be given opportunity to be heard.

Council officers met with Northcote Park Football Club to provide this information. Officers will continue to work with the club to progress the development of a transition plan.

The outcomes of the survey and consultation period are discussed in further detail below and have been used to inform the Graduated policy guidelines and policy exceptions outlined in the Electronic Gaming Machine Policy and Action Plan 2018-2022.

Communications

A detailed communication plan has been developed to accompany the Policy and Action Plan. The key messages include:

- In Darebin, gambling through Electronic Gaming Machines (EGMs) continues to be directly associated with the greatest harms to individuals, their families and the general community with \$80M lost every year and is reflected in a range of poor socioeconomic and health indicators.
- This impact is felt most strongly by our most disadvantaged neighbourhoods. This compounds the disadvantage and health inequity experienced by these communities, causing significant social harm for individuals, families and communities.
- Local government can play a key role in reducing the harm caused by gambling through regulation, advocacy and community development. Local government must also demonstrate leadership through our organisational alignment and seek to divest our relationship with organisations and companies who derive earnings from gambling losses.
- Council will provide support to any Darebin club that wishes to divest themselves of EGMs to develop a transition plan in order that they may continue to access Council facilities and resources and provide a community benefit to their members.
- Council will acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised.
- In addition to supporting clubs requiring transition plans, Council will continue to work with all clubs, groups and organisations to build their understanding of the policy rationale and strengthen their capacity to reduce the harm associated with EGM gambling.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

The policy recognises the significant harm caused by EGMs to the wellbeing of our community and that EGM losses contribute to the poor health and wellbeing outcomes experienced by some Darebin residents. It reflects and supports the intention of the 2017-21 Health and Wellbeing Plan.

Environmental Sustainability Considerations

There are no Environmental Sustainability considerations pertaining to this report or the 2018-22 Darebin Electronic Gaming Machine Policy and Action Plan.

Equity, Inclusion and Wellbeing Considerations

The policy recognises that the impact that Darebin's EGM losses are most strongly felt by neighbourhoods who already experience disadvantage and health inequity. By seeking to reduce the harm caused by EGMs the policy will contribute to the wellbeing and equity objectives of Council.

Cultural Considerations

The policy and action plan is likely to have minimal impact on cultural life of the city. An assessment from Creative Culture and Events indicates that there is no evidence for Council intervening in the current arrangement between musicians and music groups and may perform in EGM venues.

Economic Development Considerations

A 2006 report by the South Australian Centre for Economic Studies found that gambling activities in the hospitality industry were not as job-intensive as other activities, with every \$1 million of gambling income creating the equivalent of 3.2 full-time equivalent jobs.

By comparison, the report estimated that there were 8.3 jobs per \$1 million from sales of liquor and beverages, and 20.2 jobs per \$1 million of takings from food and meals in hotels, taverns, bars and clubs.

Financial and Resource Implications

The Electronic Gaming Machine Policy and Action Plan 2018-2022 will be implemented within existing resources.

The development of transition plans with individual clubs and groups to divest themselves from EGMs may generate additional financial and resource implications. The transition plans will further detail the specific financial considerations for Council.

Council's venue hire subsidy program is identified as a mechanism to provide transition support for groups who receive in-kind venue hire support or hold activities at EGM venues. Officers will work with clubs and groups to identify the specific support required as part of their tailored transition plans.

Legal and Risk Implications

The legal advice obtained in May 2018 indicates that there are no legal risks relating to the implementation of the policy.

Principles of procedural fairness will continue to apply in relation to the implementation of the policy and procedural advice will be obtained with regards to implementing a number of actions relating to lease and licence agreements.

DISCUSSION**Outcomes of impact assessment survey and public exhibition period**

25 responses to the survey were received. The results demonstrated that a very high percentage of clubs and community associations in Darebin operate successfully without relying on support from EGMs. A summary of results based on key themes of the survey and the progress made since the endorsement of the draft policy is outlined below:

1. *Groups that receive EGM generated cash support:*

Four sporting clubs received EGM generated cash, and / or sponsorship from venues that own or operate EGMs:

- Two clubs received sponsorship from venues / organisations which own / operate EGMs.
- One club received approximately \$150,000 in EGM generated income.

In addition to the survey, further consultation identified one additional club that has a sponsorship arrangement linked to a venue / organisation which own / operate EGMs.

Since the survey and the endorsement of the draft EGM Policy one club has submitted a transition plan to divest their current sponsorship arrangement and one has ceased their previous sponsorship arrangement.

Council will continue to work closely with the remaining clubs to progress the development of transition plans.

2. *Groups that receive in kind support from EGM venues*

One seniors club reported that they received free venue hire from a venue that operates EGMs because their Council venue hire subsidy was reduced. Based on this information and Council's commitment to support clubs to divest themselves of reliance on EGM venues, in the 2018/2019 Community Grants round a full venue hire subsidy was provided to this Club. It's intended that this will ensure that the Club does not need to rely on EGM venues to hold their activities.

3. *Clubs who hold events and activities at EGM venues*

While only two seniors clubs initially indicated in the survey that they visit EGM venues occasionally to vary their outings, further consultation undertaken indicates that the majority visit EGM venues as part of the social outings. Clubs indicated that EGM venues are accessible for their members, provide low priced meals, or that they attend due to the targeted incentives offered by the EGM venue.

Clubs indicated that these visits represent a minor component of their activities schedule and that most clubs welcome this policy position from Council as a mechanism to cease these activities.

An overreaching transition plan for Council funded senior citizen clubs has been developed to guide the process. Ongoing consultation and support will continue with Council funded Seniors Clubs to develop tailored plans and assist them with venue hire and other support as required.

Transition Plans

As per the June 2017 resolution, transition plans are being developed based on the following principles:

- Council will provide support to any Darebin club that wishes to divest themselves of EGMs to develop a transition plan in order that they may continue to access Council facilities and resources and provide a community benefit to their members.
- Council acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised.

Transition plans may cover a period up until 30 June 2022 when the current EGM licences expire, subject to individual circumstances. Based on the information obtained during the impact assessment survey and consultation undertaken the plans fall under three categories:

1. *Groups and Clubs that own or operate EGMs*
2. *Groups and Clubs that receive cash, in kind and sponsorship support from EGM venues*
3. *Clubs who hold events and activities at EGM venues*

In addition to supporting clubs requiring transition plans, Council will continue to work with all clubs, groups and organisations to build their understanding of the policy rationale and strengthen their capacity to reduce the harm associated with EGM gambling.

Electronic Gaming Machine Policy and Action Plan 2018 – 2022

The draft Policy and Action Plan was presented to Council in February 2018. Since this report the following changes have been made by officers:

Graduated policy guidelines

For those sporting clubs, community groups, organisations, associations who **do not wish** to negotiate a transition plan, the following graduated policy guidelines have been developed:

Tier 1: Groups and Clubs that own or operate EGMs

Groups clubs and organisations that own or operate EGMs in Darebin or other Municipalities will be ineligible for Council's community grants, financial assistance or in kind support from Council.

Tier 2: Groups and Clubs that receive cash, in kind and sponsorship support generated from EGMs and also receive cash, in kind support from Council.

Clubs, community groups and associations that receive cash or in kind support generated from EGMs will have their Council subsidy (cash or in kind) reduced by the EGM generated amount.

Tier 3: Groups and Clubs that hold functions and activities in EGM venues and also receive cash, in kind support from Council.

Clubs, community groups and associations who hold functions and activities in EGM venues facilities will be ineligible for Council's community grants, financial assistance or in kind support from Council.

Policy Exceptions

The policy includes the below exceptions:

- *Music groups and musicians who perform in EGM venues:*

It's proposed that music groups and musicians that have performed in EGM venues during their careers or may do so in the future may be contracted by Council to perform at a Council event.

The rationale for this proposed exception is that a great many musicians will have performed in EGM venues in their careers. It is potentially impractical and ineffective to exclude such musicians from Council supported performances.

(Note: under the proposed policy Council would not run any events in a venue with EGMs.)

- *ANZAC Day and similar military services held at RSLs:*

It is proposed that RSLs be exempt from the EGM policy *only* for ANZAC day and similar military service events. For these occasions Council resources such as access to the community transport service will continue for eligible residents wishing to attend these commemorative events.

The rationale for this is that RSL clubs host ANZAC day and similar military service events, and these events are personally important to many members of the community who seek to honour and remember military service. The policy does not seek to unintentionally disadvantage community members from participating in these events.

OPTIONS FOR CONSIDERATION

Option One – Council Adopts the Policy and Action Plan 2018- 2022 (recommended)

That Council endorse the 2018-22 Electronic Gaming Machine Policy and Action Plan. The action plan will be implemented as per the assigned timeframes and reviewed on an annual basis.

Council will work with clubs to develop tailored transition plan and provide relevant support to ensure they can continue to access Council facilities and resources and provide a community benefit to their members.

For transition plans relating to clubs who own/operate EGMs these may cover a period up until 30 June 2022 when the current EGM licences expire, subject individual circumstances.

Option Two – Council Adopts the Policy and Action Plan 2018- 2022 with minor changes**Option 3 – Not adopt or revise the Policy and Action Plan 2018- 2022 substantially**

Officers advise that there is no particular need for further development from a technical perspective and the issues captured through the community consultation period have been reflected in the Policy and Action plan.

IMPLEMENTATION STRATEGY**Details**

- Implementation of Electronic Gaming Machine Policy and Action Plan 2018-22.
- Development of transitions plan with sporting clubs who own/operate EGMs or receive sponsorship.
- Ongoing consultation with seniors clubs and development of tailored transition plans.
- The Action Plan will be reviewed on an annual basis to ensure that Council's actions and investment remain relevant and continue to meet the policy objective.

Communication

A detailed communication plan has been developed to accompany the Policy and Action Plan.

Council will write to all groups, clubs and organisation who currently or have within the last two years received community grants, financial assistance or in kind support from Council informing them of the policy position and potential implications. This will also outline the support available from Council to develop transition plans if required, and /or strengthen their capacity to reduce the harm associated with EGM gambling.

Timeline

- The action plan will be implemented as per the assigned timeframes with the oversight of a Project Control Group and reviewed on an annual basis. The first review will be undertaken in December 2019.
- Ongoing - tailored transition plans developed with seniors clubs and relevant supports put in place to cease reliance on EGM venues.
- Ongoing - transition plans developed with sporting clubs. For transition plans relating to clubs who own/operate EGMs these may cover a period up until 30 June 2022 when the current EGM licences expire, subject individual circumstances.

RELATED DOCUMENTS

- Nil

Attachments

- Darebin Electronic Gaming Machine Action Plan (**Appendix A**) [↓](#)
- Darebin Electronic Gaming Machine Policy (**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.



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Darebin Electronic Gaming Machine Policy 2018 – 2022 - Action Plan

1. Legislation Regulation

Council will exercise the full extent of its regulatory and legislative mandate to minimise harm from EGMs.

Policy Statements

- In assessing any future proposals for the operation of EGMs in the municipality, Council will treat applications from clubs in the same way as applications from pubs and other venue operators.
- Council will oppose any planning and licensing application for additional EGMs, EGMs on Council owned or Council managed land, and the transfer of EGMs in the municipality where there is solid evidence that the application has negative social and economic impacts and minimal community benefit.

Actions	Origin of Action	Responsible Department	Timeframe
1.1 Council will ensure that all EGM operators adhere to the conditions in their planning permits, and will advocate to the VCGLR if conditions are not being met.	EGM Policy 2018 - 2022	Equity and Wellbeing and Statutory Planning	Ongoing
1.2 Council will make formal written submissions to the VCGLR and VCAT for all EGM planning and licensing applications in neighbouring municipalities.	EGM Policy 2018 - 2022	Strategic Planning	Ongoing
1.3 Council will explore the development of a local planning policy on gaming for incorporation into the Municipal Strategic Statement of the Darebin Planning Scheme.	EGM Policy 2018 - 2022	Strategic Planning	2018/2019
1.4 Council will maintain and strengthen current regulatory regimes to ensure that community views are directly considered in any decisions.	EGM Policy 2018 - 2022	Statutory Planning and Equity and Wellbeing	Ongoing

1.5	Council will seek to ensure that the community is notified through the Council website of all planning applications related to EGMs (including those in neighbouring municipalities that may affect Darebin) and provide opportunities for comment.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
1.6	Council will include copies of all gaming-related submissions it makes on the Council webpage.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
1.7	Council will actively monitor and manage all EGM venue signage to ensure compliance with the Planning and Environment Act and the Gambling Regulations Act.	EGM Policy 2018 - 2022	Planning Enforcement	Ongoing
2. Advocacy Council will continue to be recognised as a state wide leader in driving changes to reform those systems and structures that cause gambling-related harm to the Darebin community				
Policy Statements <ul style="list-style-type: none"> • Council will seek the necessary Legislative and Regulatory Reforms Sought by Darebin Council to reduce harm, provide greater player protection, and provide for a more even legislative playing field. • Council policy, action and advocacy will be informed by evidence-based public health and wellbeing research and policy. 				
Actions		Origin of Action	Responsible Department	Timeframe
2.1	Council will continue to seek reform to the Gambling Regulation Act to place greater regulation and restrictions on the gambling industry.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing

2.2	Council will make submissions to State and Commonwealth inquiries on gambling and meet with government and gambling industry representatives, where possible and appropriate, to represent the interests of the local government sector and Darebin community.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
2.3	Council will continue to be a member of the Alliance for Gambling Reform and to actively contribute to the national and state wide strategic advocacy at a local level.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
2.4	Council will actively inform and contribute to the advocacy of the local government peak bodies (VLGA and MAV's) local gambling networks to generate local, sub-regional and regional advocacy strategies.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
2.5	Council will highlight the harm from EGMs for the purposes of informing state and federal election campaigns.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3. Organisational alignment				
Council will take a whole of organisation approach to minimising harm, acknowledging that all our activities can contribute to minimising harm.				
Policy Statements				
<ul style="list-style-type: none"> • Council will maintain independence from the gambling industry. Council will not accept financial contributions from gambling venues and will not promote community grants or initiatives offered by local poker machine venues. • Council will not provide sporting grounds, Council venues or use of Council property to any sporting clubs, community groups, organisations or associations who directly operate or own EGMs in Darebin or elsewhere. • Through its Leasing and Licensing Policy, Council will not permit gambling promotion or advertising in Council-owned facilities. This pertains to sports betting, online gambling and poker machines. 				

- Any sporting club, community group, organisation or association that operate or own EGMs will be ineligible for Council's community grants, financial assistance or in kind support from Council.
- Any sporting club, community group, organisation or association that receives sponsorship or grants (in-kind or cash) from EGM revenue will have Council grants, in-kind support and funding reduced by the amount and level of funding and/or in-kind support received from EGM sources.
- Council will not fund community groups who meet in venues that have EGMs through any of its community funding programs.
- Council will not provide community grants, funding, sponsorship, Council facilities, publicity or promotion for community groups/organisations that promote gambling.
- Council will not permit community groups or sporting clubs to advertise or promote gambling-related activity at local venues or via online gambling agencies.
- Council will support any Darebin club that wishes to divest themselves of EGMs to develop a transition plan in order that they may continue to access Council facilities and resources and provide a community benefit to their members.
- Council will acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised.
- Council staff will not run Council and community events, activities, programs and social outings in venues that have EGMs.
- Council will adopt a graduated policy to guide the development of suitable transition plans.
- Council will continue to invest in community infrastructure, community programs and community networks to provide alternatives to gambling.

Actions	Origin of Action	Responsible Department	Timeframe
3.1 Council will promote a range of non-gambling social, cultural and recreational opportunities in Darebin to promote active and healthy lifestyle choices.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.2 Council will revise all leases and agreements will be include the provisions set out in the policy statements.	NOM June 2017	Leisure Services and Property Management	Ongoing

3.3 Council's will revise all grants programs, contracts, MOU's, procurement guidelines, sponsorship policy and other relevant agreements to include the provisions set out in in the policy statements.	NOM June 2017	Equity and Wellbeing	Completed by 2020
3.4 Council will continue to monitor and assess sporting clubs, community groups, organisations, associations or Council programs that will be affected in practical and reputational terms in order to inform any future transition plan.	NOM June 2017	Equity and Wellbeing	Ongoing
3.5 Council will work with the community to raise awareness about gambling harm and will promote gambling support services and non-gambling activities on its website, services, facilities, networks and via publications.	NOM June 2017	Equity and Wellbeing Communications	Ongoing
3.6 Council will introduce, into the organisation's training calendar, staff awareness and understanding through training and cross-departmental collaboration about the harms of gambling, the support services available and alternative social and recreational pursuits to gambling.	EGM Policy 2018 - 2022	Equity and Wellbeing People and Development	2019/2020
3.7 Council will support local organisations and groups to undertake initiatives aimed at gambling prevention, raising awareness about gambling and potential harm, de-stigmatisation, help-seeking avenues and opportunities for community engagement free from gambling.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.8 Council will annually publish key indicators describing the gambling environment in Darebin including gambling losses, EGM numbers, gambling prevalence, gambling venues and health, current public health research and health and wellbeing impacts.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.9 Council will engage local, state and national media in its public health activity and communication campaigns around the issue of gambling.	EGM Policy 2018 - 2022	Equity and Wellbeing Communications	Ongoing

3.10	Council will block and filter internet accounts across its services to ensure computers are not being accessed for gambling activity by staff and community.	NOM June 2017	Information Services	2018/2019
3.11	Council will continue to foster robust partnerships and alliances with the Municipal Association of Victoria, Victorian Local Government Association, the Alliance for Gambling Reform, local government sector, the Victorian Responsible Gambling Foundation, Gambler's Help Northern, Local Government Working Group on Gambling (LGWGOG), Link Health & Community and local neighbourhood houses and community groups in the progression of its public health approach to gambling.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.12	Council will support and promote local and state government services and community groups addressing the harms of gambling through prevention, innovative programs, service provision and treatment.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.13	Council will continue to seek external funding opportunities to progress its public health leadership, activity and advocacy in gambling prevention.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
3.14	Council will ensure that in publications 'Problem gambler' is to be replaced with 'people harmed by gambling'. 'Pokie players' is to be replaced with 'EGM users.' 'Pokie venues' is to be replaced with 'EGM operators' or 'gambling industry', and 'gambling expenditure' is to be replaced with 'gambling losses' or 'money taken'.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4 Evidence, research and data				
Council will develop a strong, robust and defensible evidence base that will enhance Council's capacity to effectively influence the location, management and operation of EGMs in the municipality and contribute to broader				

Policy Statements			
<ul style="list-style-type: none"> • Council will continue to be a state wide leader and innovator in reducing gambling harm. • Council supports measures to prevent and/or respond to gambling harm that are evidence-based and likely to have a positive impact. 			
Actions	Origin of Action	Responsible Department	Timeframe
4.1 Council will continue to source and maintain accurate data, information and research on poker machines and other forms of gambling for use in the development of policy, submissions, communications and as advocacy tools.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4.2 Council will continue to monitor regulation and legislation and their impacts at a federal, state and local level.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4.3 Council will include gambling-related questions in relevant community surveys and consultations to inform future policy and program development.	EGM Policy 2018 - 2022	Community Engagement	Ongoing
4.4 Council will monitor decision-making principles patterns and precedents emerging through the VCGLR and VCAT in order to inform any future applications and submissions.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4.5 Council will participate in and/or support research undertaken by organisations on the determinants and impacts of gambling environments and gambling, and effective harm prevention and harm minimisation measures.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4.7 Council will monitor and review Council's policy position on gambling on a regular basis to ensure its currency, appropriateness and effectiveness.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing
4.8 Council will commission and contribute to research that will directly inform Council's policy objectives.	EGM Policy 2018 - 2022	Equity and Wellbeing	Ongoing

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the place
to live

Darebin Electronic Gaming Machine Policy 2018-2022

Mayor's Foreword

Australia now has the largest betting losses per resident adult in the world amounting to \$1292 in 2017. This staggering amount is averaged out across the population, not just gamblers. Around 50% of the losses are generated by Electronic Gaming Machines (EGMs).

This is largely because of the prevalence of EGMs and Australia's bet limit rules, which allow players to lose up to \$1498 an hour.

In Darebin, EGM gambling continues to be directly associated with the greatest harms to individuals, their families and the general community, with \$80M lost every year.

Most of the losses in Darebin are experienced by the most disadvantaged communities that live in the north of the city that have the greatest number and density of EGMs.

I have been heartened that Darebin Council's recent work has contributed to highlighting gambling and gambling harm as part of our national conversation but there is much more to be done to protect our communities.

The Darebin Electronic Gaming Machine Policy 2018-2022 seeks to build on our previous work to reduce these harms by specifically tackling systemic and regulatory factors such as;

- The influence of powerful gambling industries seeking to profit from EGMs.
- State Government's increasing reliance on taxation revenue generated from EGMs.
- A regulatory system that privileges operator profits over community protection.
- Dangerous, high intensity EGMs designed to addict people and maximise losses.

With the State Government renewing the current EGM licensing regime until 2042 and safeguarding a projected gambling loss of \$70 billion in Victoria, the challenge is considerable.

The Darebin Electronic Gaming Machine Policy 2018-2022 is bold, ambitious and commensurate to this challenge.

Mayor, Darebin City Council

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1 Executive Summary

It is Council's view that gambling through EGMs has had and will continue to have a negative effect to individuals, families and communities. The cumulative detriment caused by the consistent high annual losses incurred in Darebin is reflected in a range of poor socioeconomic and wellbeing indicators.

This Policy builds upon the Darebin Electronic Gaming Machine Policy and Strategic Action Plan 2010-2014.

The Policy aim is to make the City of Darebin free of Electronic Gaming Machines (EGMs). The position taken in this Policy reflects Council's commitment to reducing harm, providing greater player protection, providing for a more even legislative playing field and giving communities a greater voice in any new planning and licensing applications.

The primary focus of this Policy is the reduction of harm caused by EGMs. The secondary focus is the reduction of harm caused by online gambling and sports betting using the internet and mobile apps.

The Policy will be enacted through four priority areas and strategies that seek to maximise Council's investment and influence, and provide an organising structure to guide future actions.

- 1. Legislation Regulation:** To exercise the full extent of Council's regulatory and legislative mandate to minimise harm from EGMs.
- 2. Advocacy:** Council will continue to be recognised as a state wide leader in driving changes to reform those systems and structures that cause gambling-related harm to the Darebin community.
- 3. Organisational Alignment:** Council will take a whole of organisation approach to minimising harm, acknowledging that all our activities can contribute to minimising harm.
- 4. Evidence Research Data:** Council will develop a strong, robust and defensible evidence base that will enhance Council's capacity to effectively influence the location, management and operation of EGMs in the municipality and contribute to broader.

These four strategies will be implemented and monitored through the Darebin Electronic Gaming Machine Policy 2018-2022 Action Plan, with the Action Plan reviewed on an annual basis.

2 Background

In Darebin, gambling through Electronic Gaming Machines (EGMs) continues to be directly associated with the greatest harms to individuals, their families and the general community with \$80M lost every year.

The negative impacts persist despite the management measures introduced by the Federal and State Governments. Within this context and changes to the gaming Policy and legislative framework, including decisions made in relation to applications for EGMs and gaming venues in Darebin, Council has taken to update and review its current gaming Policy.

2.1 Policy Context

State Government

In 2012/2013, the State Government devised and implemented a number of measures that were intended to reduce the harms associated with EGM gambling. These include:

- Imposing caps on the number of EGMs permitted in each municipality (municipal caps) and in some regions (regional caps). The City of Darebin is subject to a regional cap of 769 EGMs, which applies to the entire municipality.
- Controlling the size and placement of signage advertising the presence of EGMs in hotels and clubs.
- Restricting the number of hours EGMs are permitted to operate in hotels and clubs.
- Prohibiting ATMs in hotels and clubs.
- Funding Gambler's Help Services, allocated through the Responsible Gambling Fund and the Community Support Fund.
- Imposing a statutory requirement for each gaming venue to adhere to the Responsible Service of Gambling Code of Conduct and to ensure their employees undergo Responsible Service of Gambling training.
- Requiring all EGMs to be fitted with technology that supports those patrons to participate in the voluntary pre-commitment scheme. This enables them to set a limit on the amount of time and/or money spent using EGMs in any one session.

These provisions have had little effect on the extent and severity of gambling harm in Darebin. Despite strong opposition from Council and other partners in the Alliance for Gambling Reform, the *Gambling Regulation Amendment Act 2017* (the Bill) was passed on 1 December 2017.

The amendments to the Bill continued to privilege poker machine operators and profits over harm minimisation measures and embed legislative and playing systems to maximise player losses.

The amendments include new 20-year gaming machine licence entitlements following expiration of current licences in 2022, allowing for \$500 cash to be withdrawn in a 24-hour period (a 20% increase from previous \$400 limit) and the introduction of provisions to enable cashless gambling in all EGM venues.

Federal Government

Although the State Governments have responsibility for the regulation of EGMs, the Federal Government, under its responsibility for Communications, has a responsibility for online gambling and gambling advertising.

The Federal Government has taken some first steps around EGMs, including the adoption of a:

- National Self-Exclusion Register; and a

- Voluntary opt-out pre-commitment scheme.

Based on the experience in Victoria, these provisions offer minimal harm protection and passive consumer safeguards. In 2017, the Federal Government introduced a ban on gambling advertising before 8.30pm during live sporting events and for five minutes before and after the start of play.

This has proven quite ineffective, as the commercial television industry has released its proposed new gambling provisions that exploit a loophole in the legislation. Clause VIII of 'Part B – Proposed Gambling Provisions' allows the promotion of odds and spot commercials during what is called a 'Long Form Live Sporting Event'. This includes cricket, golf, tennis, Formula 1 Moto GP and V8 Supercars, and the Olympic and Commonwealth Games. This example indicates the influence of the gambling industry on other industries reliant on gambling-generated sponsorship.

2.2 Legislative and Regulatory Reforms Sought by Darebin Council

The introduction of the following reforms are proposed to reduce harm, provide greater player protection, provide for a more even legislative playing field and give communities a greater voice in any new planning/licensing applications.

These reforms are consistent with and complement the advocacy work of Council's partners including the Alliance for Gambling Reform (AGR), the Victorian Local Governance Association (VLGA), the Municipal Association of Victoria (MAV) and the network of Northern Metropolitan Councils.

The explanation and analysis for legislative and regulatory reforms being sought by Council are attached in Appendix 1: Explanation and analysis for legislative and regulatory reforms being sought by Council.

2.3 Gambling harm

A recent study commissioned by the Victorian Responsible Gambling Foundation examined gambling harm from a public health perspective. The results indicated that 'low risk' and 'moderate risk' gamblers do experience harm. In fact, they account for 85% of gambling harm in Victoria (Victorian Responsible Gambling Foundation 2017)

Based on this, and the context detailed above, Council will consciously use public health language in communicating gambling messages. Language including 'responsible gambling' and 'problem gamblers' will not be used by Council due to the notion that the responsibility or problem lies with the individual.

In all Council publications 'Problem gambler' is to be replaced with 'people harmed by gambling'. 'Pokie players' is to be replaced with 'poker machine users.' 'Pokie venues' is to be replaced with 'poker machine operators' or 'gambling industry', and 'gambling expenditure' is to be replaced with 'gambling losses' or 'money taken'.

2.4 Pubs and Clubs in Darebin

The harms caused by EGMs in clubs are the same as the harms caused by EGMs in hotels. Any real community benefits claimed by the clubs are miniscule compared to the benefit to the clubs themselves and do not address gambling-related harms. For the purposes of this Policy, EGMs and EGM operators in pubs and clubs will be treated equally.

There are three clubs that operate EGMs in Darebin in 2017/2018, Darebin RSL (65 EGMs), The Furlan Club (30 EGMs) and The Reservoir RSL (68 EGMs). The Fairfield/Alphington RSL closed in 2017. At the time of writing this Policy, the Darebin RSL has lodged a planning permit for an additional 15 EGMs.

Legislation regulating the operation of local hotel and club electronic gaming machine (EGM) venues in the state of Victoria provides a taxation benefit for club venues in comparison to hotel venues. Under the *Gambling Regulation Act 2003*, club venue operators get a reduction of 8.3% on the gambling tax they pay, compared to hotel venues.

In Victoria, club EGM venues are required to submit an annual community benefit statement to the VCGLR which demonstrates that they have provided at least 8.3% of their gambling revenue to community purposes. The clubs' claims for the monetary value of their contributions to community benefit are published on the regulator's website.

Monash University undertook a closer analysis of the 559 community benefits statements lodged in 2005/2006 in Victoria. This research showed that only 2.6% were actual funds, gifts or sponsorship provided to the community, despite the claims lodged to the VCGLR. The analysis showed that 97.3% of the funds were reinvested into the operations and capital works of the clubs themselves. The study also showed that 0% was provided for the provision of responsible gambling measures and activities, excluding those measures required by law (Monash University 2015).

The Productivity Commission's comment about these arrangements was based on this rather special treatment: "Some clubs do provide genuine benefits to their communities. Unfortunately, clubs have developed significant poker machine dependency – an average of about 60% of total revenue. Some club representatives may 'gild the lily' in their claims of community support, fearful perhaps of the consequences of more effective harm-minimising regulation, or fairer taxation" (Productivity Commission 2010).

3 Electronic Gaming Machines in Darebin

Electronic Gaming Machines losses

In September 2017 the Victorian Minister for Consumer Affairs, Gaming and Liquor imposed a regional cap of 769 EGMs on the municipality. Since 2014/2015 there have been 754 EGMs operating in the municipality across 13 venues. This is 15 below the maximum permitted under the cap.

Gambling losses from EGMs in Darebin are higher than any other form of gambling and create the greatest harm to Darebin's communities and Darebin has the second-highest EGMs losses in the Northern metropolitan region for 2016/2017. The Venues with the highest number of EGMs generate the highest losses.

As the City of Darebin has the second-highest score of relative socio-economic disadvantage compared with adjoining municipalities the community harms from these losses is magnified by the relatively high unemployment levels and high levels of disadvantage

The City of Darebin was ranked 10th highest of all metropolitan municipalities and 11th highest of all Victorian municipalities for EGM expenditure in 2016/17 (VCGLR 2017).

Table 1: Comparison of EGM Losses per Venue in Darebin 2013/2014 and 2017/2018 (VCGLR)

EGM Venue	Location	\$ Losses 2013/14	EGM numbers in operation 2013 / 14	\$ Losses 2017/ 18	EGM numbers in operation 2017/18	\$ Losses Change	EGM numbers Change
Albion Charles Hotel	2 Charles Street, Northcote	5.2M	50	6.0M	50	0.8M	0
Cramers Hotel	1 Cramer Street, Preston	10.5M	80	9.6M	79	-0.9M	-1
Croxton Park Hotel	607-619 High Street, Thornbury	5.6M	55	5.3M	54	-0.3M	-1
Darebin RSL (Club)	402 Bell Street, Preston	3.1M	65	4.7M	65	1.6M	0
Edwardes Lake Hotel	257 Edwardes Street, Reservoir	13M	100	13.2M	100	0.2M	0
Fairfield /Alphington RSL	CLOSED	1.2M	30	0	0	-1.2M	-30
Furlan Club (Club)	1 Matisi Street, Thornbury	1M	40	0.6M	30	-0.4M	-10
Junction Hotel	1 Plenty Road, Preston	6M	46	6.1M	46	0.1M	0
Olympic Hotel	31 Albert Street, Preston	10.7M	80	10 M	80	-0.7M	0
Preston Hotel	635 High Street, Preston	4.2M	40	4.4M	40	0.2 M	0
Reservoir RSL (Club)	251 Spring Street, Reservoir	4.3M	68	4.6M	68	0.3 M	0
Rose Shamrock and Thistle Hotel	709 Plenty Road, East Reservoir	5.5 M	45	5 M	44	-0.5m	-1
Summerhill Hotel	Shop 12, 830 Plenty Road, Reservoir	11.9 M	88	12.4m	88	0.5m M	0
Total		\$81.2 M	787	\$82.2	744	\$1.0 M	-43

The City of Darebin had a higher EGM expenditure per adult compared with metropolitan Melbourne and the second-highest EGM expenditure per adult compared with adjoining

8

Darebin Electronic Gaming Machine Policy 2018-2022 December 2018

municipalities. (Appendix 2: EGMs and Disadvantage: Northern Region Context and Comparison)

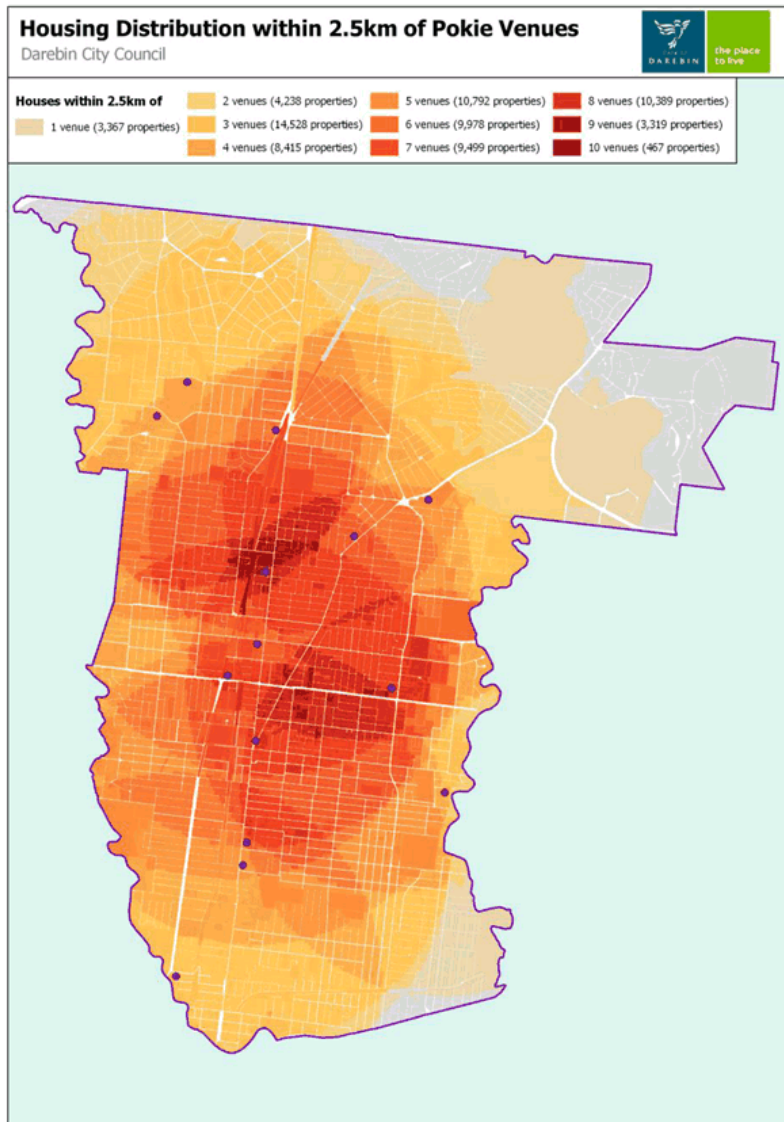
Targeting disadvantaged neighbourhoods

Across metropolitan Melbourne, our most disadvantaged municipalities have the highest density of poker machines. This is also reflected in Darebin and is a deliberate strategy of the gambling industry to target disadvantaged neighbourhoods for higher numbers and densities of EGMs (Brown 2011).

EGM expenditure and density of EGMs per 1,000 adults in the Darebin decreased between 2014/15 and 2016/17, however Darebin had a higher density of EGMs per 1,000 adults compared with metropolitan Melbourne and the second-highest density of EGMs per 1,000 adults compared with adjoining municipalities (VCGLR 2017).

Based on current research that indicates that the majority of EGM patronage is generated from gamblers who live within 2.5km of an EGM venue almost the entire City of Darebin is affected by EGMs. The following heat map shows the concentration of EGMs in Darebin.

Figure 1: Heat map of housing distribution within 2.5km of an EGM venue



Darebin Electronic Gaming Machine Policy 2018-2022 December 2018

4 Policy

The approach to address problem gambling from a health prevention perspective encompasses a range of harm prevention and harm minimisation measures that focus on the social, economic and environmental determinants of problem gambling.

This whole of Council approach is underpinned by the following legislation:

1. The Planning and Environment Act 1987
2. The Local Government Act 1989
3. The Public Health and Wellbeing Act 2008
4. The Charter of Human Rights and Responsibilities Act 2006.

The four priority areas and strategies that inform the action plan have been developed to maximise Council's investment and influence, and provide an organising structure to guide future actions, these are:

1. Legislation Regulation
2. Advocacy
3. Organisational alignment
4. Evidence, Research and Data

The strategies and actions build on Council's current effort and reflect Council's approach for changing systems and structures as a primary approach for minimising harm at a population level, and is consistent with Council's Health and Wellbeing Plan. The four strategies will be implemented and monitored through the Darebin Electronic Gaming Machine Policy 2018-2022 Action Plan.

Policy Aim

To make the City of Darebin free of Electronic Gaming Machines.

Policy Scope

The primary focus of this Policy is the reduction of harm caused by EGMs. The secondary focus of this Policy is the reduction of harm caused by online gambling and sports betting using the internet and mobile apps.

While online gambling and sports betting is outside the remit of Council's direct jurisdiction, it is important to work towards changing the increasing levels of this type of gambling and the 'normalisation' of gambling in Australia.

Policy Assumptions

The following statements represent the key assumptions underpinning the Darebin Electronic Gaming Machine Policy 2018-2022 and Action Plan.

- The harms resulting from the annual \$80 million-plus in gambling losses from Electronic Gaming Machines (EGMs) in Darebin greatly outweigh any perceived benefits (Livingstone and Francis 2014).
- Targeting areas of high disadvantage to place EGMs deliberate strategy of the gambling industry to maximise their profits (Brown 2011).

- The highest losses and greatest harms occur in areas of highest disadvantage. In Darebin residents in the North lose more than six times the amount from EGMs than residents in the South (VCGLR 2017).
- The harms caused by EGMs in clubs are the same as the harms caused by EGMs in hotels (Lubman et al 2017).
- Council rejects the public rhetoric of 'responsible gambling' and 'problem gambler', which seeks to shift the responsibility to the individual. This language deliberately hides the systemic and structural problems in the gambling environment, such as:
 - (a) The addictive design of EGMs used in Australia
 - (b) The opportunistic conduct of the gambling industry
 - (c) A conflicted reliance on the significant taxation revenue generated by the State Government from EGM losses (Browne et al 2017).
- Existing harm minimisation measures in Victorian Legislation have made little difference in Darebin.
- The Victorian gambling legislation and regulation continues to privilege the interests of EGM owners, operators and venues above the interests of communities (Hing et al 2014).
- The gambling harms persist, despite the EGM management measures introduced by the federal and state governments (Barratt et al 2010).
- The extent and severity of the harms associated with cumulative EGM losses in Darebin requires Council to take an urgent public health response (Victorian Government Department of Justice 2009).
- Marketing and advertising are key elements of the socio cultural environment that contribute to normalising gambling and may increase gambling related harm (Hing et al 2014).

Policy Statements

Darebin City Council adopts the following position statements in relation to EGM gambling. These will guide Council strategies and actions over the life of this Policy.

- In assessing any future proposals for the operation of EGMs in the municipality, Council will treat applications from clubs in the same way as applications from pubs and other venue operators.
- Council will oppose any planning and licensing application for additional EGMs, EGMs on Council owned or Council managed land, and the transfer of EGMs in the municipality where there is solid evidence that the application has negative social and economic impacts and minimal community benefit.
- Council will seek the necessary Legislative and Regulatory Reforms Sought by Darebin Council to reduce harm, provide greater player protection, and provide for a more even legislative playing field.
- Council Policy, action and advocacy will be informed by evidence-based public health and wellbeing research and Policy.
- Council will maintain independence from the gambling industry. Council will not accept financial contributions from gambling venues and will not promote community grants or initiatives offered by local poker machine venues.

- Council will not provide sporting grounds, Council venues or use of Council property to any sporting clubs, community groups, organisations or associations who directly operate or own EGM"s in Darebin or elsewhere.
- Through its Leasing and Licensing Policy, Council will not permit gambling promotion or advertising in Council-owned facilities. This pertains to sports betting, online gambling and EGMs.
- Any sporting club, community group, organisation or association that operate or own EGM"s will be ineligible for community grants, financial assistance or in kind support from Council.
- Any sporting club, community group, organisation or association that receives sponsorship or grants (in-kind or cash) from poker machine revenue will have Council grants, in-kind support and funding reduced by the amount and level of funding and/or in-kind support received from EGM sources.
- Council will not fund community groups who meet in venues that have EGMs through any of its community funding programs.
- Council will not provide community grants, funding, sponsorship, Council facilities, publicity or promotion for community groups/organisations that promote gambling.
- Council will not permit community groups or sporting clubs to advertise or promote gambling-related activity at local venues or via online gambling agencies.
- Council will support any Darebin club that wishes to divest themselves of EGMs to develop a transition plan in order that they may continue to access Council facilities and resources and provide a community benefit to their members.
- Council will acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised or until 2022.
- Council staff will not run Council and community events, activities, programs and social outings in venues that have EGMs.
- Council will adopt a graduated Policy to guide the development of suitable transition plans.
- Council will continue to invest in community infrastructure, community programs and community networks to provide alternatives to gambling.
- Council will continue to be a state wide leader and innovator in reducing gambling harm.
- Council supports measures to prevent and/or respond to gambling harm that are evidence-based and likely to have a positive impact

5 Darebin Electronic Gaming Machine Policy: Strategic Framework



1. Legislation Regulation: Council will exercise the full extent of its regulatory and legislative mandate to minimise harm from EGMs.

Council is empowered through the planning legislation and planning provisions to manage the location of EGMs in the municipality. Council will demonstrate leadership in the planning, management and regulation of EGMs in Darebin. Council will provide certainty and consistency in decision-making that reflects the Policy intent and is robust, independently defensible and transparent.

2. Advocacy: Council will continue to be recognised as a state wide leader in driving changes to reform those systems and structures that cause gambling-related harm to the Darebin community

Council will continue to use every opportunity to influence legislative reforms. Council is a members of the Alliance for Gambling Reform and will continue to work with this organisation to achieve our objectives. Council's advocacy for reform will be tailored and agile as the impacts of current legislation, regulation and gambling industry behaviour changes.

3. Organisational alignment: Council will take a whole of organisation approach to minimising harm, acknowledging that all our activities can contribute to minimising harm.

Council will work with sporting clubs and community groups to divest themselves of EGMs and the revenue from EGMs. We will ensure all leases, MOU's and funding agreements are updated to align with the Policy.

4. **Evidence, research and data: Council will develop a strong, robust and defensible evidence base that will enhance Council's capacity to effectively influence the location, management and operation of EGMs in the municipality and contribute to broader.**

Council acknowledges that there are some particular community cohorts or individuals who may be more vulnerable to the harms associated with EGM gambling. Community-based agencies and welfare groups are best placed to provide individual case work and prevention programs that are targeted, relevant and culturally appropriate. Under this Policy, Council will support the community-based agencies and relevant local welfare networks to continue their work.

6 Assisting community groups and clubs to divest themselves from EGM funds

Council will provide support to any Darebin club or organisation that wishes to divest themselves of EGMs and develop a transition plan in order to continue to access Council facilities and resources and provide a community benefit to their members.

Council will acknowledge and honour any existing arrangements between sporting clubs, community groups, organisations, associations or Council programs and EGM operators, owners and venues until a mutually suitable and tailored transition plan has been finalised

All sporting clubs, community groups, organisations and associations will have until 30 June 2022 when the current poker machine licences expire to complete a transition plan to divest themselves of EGM generated cash or in kind support in order to be eligible for Council's community grants, financial assistance or in kind support from Council.

The transition plans will be informed by the audit / impact assessment and consultation with sporting clubs, community groups, organisations, associations or Council programs that will be affected in practical and reputational terms. (Appendix 10: Mapping the extent of the reliance on EGMs by Darebin Clubs and Community Associations).

For those sporting clubs, community groups, organisations, associations who do not wish to negotiate a transition plan, the following graduated Policy is proposed:

Tier 1: Groups and Clubs that own or operate EGMs

Groups clubs and organisations that own or operate EGMs in Darebin or other Municipalities will be ineligible for Council's community grants, financial assistance or in kind support from Council.

Tier 2: Groups and Clubs that receive cash, in kind and sponsorship support generated from EGMs and also receive cash, in kind support from Council.

Clubs community groups and associations that receive cash or in kind support generated from EGMs will have any their Council subsidy (cash or in kind) reduced by the EGM generated amount.

Tier 3: Groups and Clubs that who hold functions and activities in EGM venues and also receive cash, in kind support from Council.

Clubs, community groups and associations who hold functions and activities in EGM venues facilities will be ineligible for Council's community grants, financial assistance or in kind support from Council.

7 Policy Exceptions

7.1 Music groups and musicians who perform in EGM venues

Music groups and musicians that perform in EGM venues and are not in direct receipt of Council funding, but may be contracted by Council to perform at an event or associated indirectly via a Council sponsored program, are considered outside the scope of the Policy and will not be affected.

7.2 ANZAC Day and similar military services held at RSLs

RSL's will be exempt from the EGM Policy *only* for ANZAC day and similar military service events. For these occasions the Council resources such as access to the community bus will continue for eligible residents wishing to attend these commemorative events.

8 Policy Review

The Policy will be reviewed in 2021. The Action Plan will be reviewed on an annual basis to ensure that Council's actions and investment remain relevant and continue to meet the Policy objective.

8.2 FUTURE OF FESTIVALS IN DAREBIN**Author:** Manager Creative Culture and Events**Reviewed By:** General Manager Community

PURPOSE

To seek Council's endorsement of the Future of Festivals review that recommends a new proposal for festival offerings in Darebin. Officers recommend Option Three, annual Autumn and Spring festivals, subject to availability of funds. This would require an additional \$260,924 per annum.

EXECUTIVE SUMMARY

This report informs Council of the outcome of the Future of Festivals review, a report that was commissioned to review the overall strategic direction and mode of delivery of Darebin Council's suite of Council produced major Festivals and Events, to ensure the overall offering reflects current and future Council and community aspirations and needs.

Additionally, the review considered the growing community and commercial offering of festivals and events in Darebin, and Council's role in supporting these events.

Recommendation

That Council:

- Notes the Future of Festivals report.
- Adopts in principle Option Three (annual Autumn and Spring festivals), so that officers can develop a draft Future of Festivals Framework for the purpose of public consultation on the draft during January and February 2019.
- Receives a report on the Draft Future of Festivals Framework and outcomes of consultation for Council consideration in April 2019.
- Notes that Option Three includes increased operating expenditure of \$260,924 per annum, and that this increase will be subject to approval in the 2019-2020 budget process.

BACKGROUND / KEY INFORMATION

Festivals at Darebin are delivered by the Festivals and Events unit, which is part of the Creative Culture and Events department. The team manage a very full, diverse portfolio. As well as delivering festivals the unit is also responsible for Civic Events, event permits, event consultancy, networking events and ad hoc events responding to current industry and community trends. Whilst some festivals have been reviewed in isolation, the current events calendar has never been reviewed as a totality and has not changed significantly since the 1990's with the Darebin Community and Kite Festival (1999) and Darebin Music Feast (1996) remaining the core offering.

In 2016, Darebin Council commissioned an audit recommendation report, “Events and Festivals Management Review”. The review found that the current controls in place over event and festival management maintained by Council would benefit from strengthening. The audit identified a range of controls that should be improved in order to reduce the identified weaknesses and exposure.

Further, the audit report recommended that an overarching, Council wide Event and Festival Framework should be developed, which will work to deliver a centralised platform that enables line of sight of all Council produced festivals and events. This additional report was commissioned in response to Goal 2.2 in the Council Plan, action point “Review Councils festivals and events, implement a centralised events consultancy service, and get endorsement of a *Future of Festivals in Darebin Plan*”.

The report was completed by consultant Ros Abercrombie and is at **Appendix A**.

Subsequent to the completion of the report, officers have worked with the consultant to build on implementation options for the report. Officers have devised four options for consideration:

- Option 1: The continued delivery of current suite of Festivals and Events but within current budget. In order to meet significant safety and compliance risks within existing budget, the current festival program would need to be notably scaled back.
- Option 2: Delivery of the current suite of events but with safety and compliance risks addressed – which will require significant budget increase, with no significant increase in output.
- Option 3: Two yearly 4-week long festivals to run seasonally – an Autumn and Spring program - delivered as key markers in the annual calendar of events in Darebin. Safety & compliance would also be addressed.
- Option 4: Biennial festival – Autumn and Spring programs as above, but on a larger scale and only one festival per year, presented in alternate years. Safety & compliance would also be addressed.

These options are detailed with financial breakdown and summary further in the report.

Officers recommend Option Three for annual Autumn and Spring festivals, subject to availability of funds. This would require an additional \$260,924 per annum.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

Several facilitated sessions were conducted by the consultant, Ros Abercrombie, who held workshops with the Darebin Arts Ambassadors and formal interviews with team members across the Creative Culture and Events Department, including Festivals and Events, Arts Precincts and Bundoora Homestead Arts Centre. The report is included at **Appendix A**.

Detailed analysis was conducted that explored the current delivery of festivals and events within the City of Darebin and the applied research considered the social, historical and creative viewpoints considering the relationship between design, production and delivery. A range of methodology and research approaches were used including desktop research and mapping exercises. Through the facilitated sessions, participatory observation methods were applied and four key areas were identified:

- Strategic positioning
- Structure and resources
- Programming (curatorial)
- Brand and marketing activation

Additionally, a number of strategies were referred to and consulted as part of developing the review, including:

- Darebin Arts Strategy 2014 – 2020
- Darebin Council Plan 2017 – 2021
- Darebin Creative and Cultural Infrastructure Framework 2018 – 2028
- Economic Value and Social Benefit of the Arts in Darebin (2016)
- Darebin Council Action Plan 2017/2018
- Tourism – A Destination plan for Darebin Strategy 2016 – 2021
Events and Festivals Management Review 2016 (Council Audit by Camms Solution)
- Darebin Environmentally Sustainable Design Policy
- Bradford Cultural Strategy 2014 – 2024
- Creative Hackney – Cultural Policy Framework 2018
- Moreland Arts and Cultural Strategy 2017 – 2022
- Culture and Our City – A Cultural Plan for Parramatta’s CBD 2017 – 2022
- City of London – Mayors Culture Strategy – draft 2018

Future Consultation

Consultation on the options commenced in October during Darebin Music Feast and have informed the Council report tabled for 3 December 2018.

Consultation is to take place with the Darebin Aboriginal Advisory Committee and Arts Ambassador members.

If the Council resolves to adopt the recommendation in this report, officers will then develop a more detailed Draft Future of Festivals Framework on this basis, and public consultation will be invited in January-February 2019.

Communications

A communications plan will be developed that will enable the community to engage with the Festivals in Darebin Framework Discussion Paper. This will also serve as a part of transition planning for an optimised model of delivering festivals and events in Darebin in the future.

Communications will be planned to provide a pathway for community groups, residents, artists, traders and organisations to understand what is being considered and why, and to comment on, and contemplate this from their own perspectives. The communications plan will also provide Council with an opportunity to promote the value of festivals and events in Darebin and to engage with traditional and new audiences and partners.

Key messages will include:

Festivals and Events offer opportunities for Darebin that include:

- Gatherings of people that animate and activate spaces
- Improved perceptions of safety and engagement in the community
- Reimagined public and private spaces
- Empowered and connected communities

Council is reviewing its festivals and events program because:

- a) Current model of delivery of Festivals and Events in Darebin is long-standing and outmoded.
- b) Business as Usual will require a significant increase in funding to achieve required safety standards and the value of investment is proportionate to community expectations.
- c) Two alternative options have been proposed which enable greater flexibility and can encompass both existing and new events, ideas and outcomes.
- d) A refreshed approach offers Council new ways to connect with the community as the community grows and evolves, community needs are not static and festivals and events are a unique way for Council to remain relevant and engaged.

Current limitations include:

- The digital platform from which Darebin Arts and festivals and events program operates is outdated and ineffective.
- Effective branding and promotion of the recommended option will be reliant on staff with the necessary business development and marketing expertise.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 3 - A liveable city

Council Plan 2017-2021 includes six goals that will drive overall Council activity for the next four years. Five of these have a direct relationship to the cultivation of a vibrant and prosperous creative and cultural industries sector:

Goal 1 - A sustainable city

- Goal 2 – Opportunities to live well
- Goal 3 – A liveable City of Darebin
- Goal 4 – A strong economy
- Goal 5 – Involving our diverse community

Environmental Sustainability Considerations

The adoption of Council's Single-Use Plastic Free Events Policy (Feb 2018) signals the direction for festivals and events in Darebin. Festivals and events provide the opportunity to promote and test options for sustainable practice and to model best practice, to encourage behaviour change for event organisers, partners, suppliers and audiences. Environmental sustainability will be a consideration across all aspects of planning and delivery and specific programming directions will emerge from these aspects of event design and compliance requirements.

Equity, Inclusion and Wellbeing Considerations

At the heart of the strategic vision of the review is the objective of greater activation and diversification of participants and audiences so that they are more representative of Darebin's diverse community. The future direction of Festivals and Events needs to reflect and respond to the communities and industries in Darebin by adopting a more co-designed approach.

Cultural Considerations

Festivals create a time and space for gathering, a site outside of the everyday, away from routines, a space for experience and the generation of meanings. In the review, Ros Abercrombie argues that by design, festivals create a cultural landscape, a contested place that can inform a public, private and social space. They encourage and provide a dynamic relationship between people and place and provide a site for gathering and celebration. Festivals also generate a perception of safety, people feel more connected to their community and space and as a result, they generate a sense of belonging and ownership. They can also offer a space for socially isolated residents to join in and feel more a part of the community. This mass gathering not only animates and activates spaces, but importantly contributes to quality of life in Darebin.

Economic Development Considerations

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. It is specifically noted that Council's delivery of festivals and events is a key contributor to the sector, but also a key attractor to the municipality, thereby increasing expenditure in Darebin. Specific mention is made in this report to the strong foundation for community building that events, particularly those with free public access supported by Council, can provide. The role that festivals play in restoring blighted properties, and drawing crowds to events can improve perceptions of safety. These improved perceptions can result in more residents and non-resident visitors to a revitalising area. The report argues that this then improves the financial viability of, and case for, investment in a physically improved built environment.

Financial and Resource Implications

Financial Implications Summary for 2019 – 2020 (Estimates)

	Cost to Council (annual projections)	Additional Cost to Council based on 2018-19 Budget
Option 1 – scaled back existing program	\$854,076	\$0
Option 2 – existing program	\$1,051,525	\$197,449
Option 3 – two festivals per year	\$1,115,000	\$260,924
Option 4 – alternating annual festivals	\$1,170,000	\$315,924

Option One: Scale Back Current Program, Address Safety & Compliance

- Council’s investment, as forecast in the 2018/2019 budget, would be \$854,076 (not including Civic Events \$66,266 and Civic Events Engagement Officer \$105,000).
- No increase in budget ongoing will result in decreasing levels of program delivery (fewer events and/or smaller scale) in order to meet safety and compliance risks.

	Meet the Vision & Mission	Artists Engaged	Creative Activity	Council Plan Action 2.2	Council Investment per annum
Option 1: Scale back current program	X	Decreases over time	Decreases over time	X	\$854,076

Option Two: Business as Usual, Address Safety & Compliance

- Additional cost to Council of \$197,449 in 2019/2020 and increases ongoing as risk and compliance costs rise.
- Continued delivery of the same suite of festivals and events with an increase of 50% per festival in order to manage risk and compliance.
- Increases in budget will be required but programming and event delivery will remain stagnant.
- In a rate-capped environment, Council will need to consider other sources of income including sponsorship and funding from external sources/agencies. Current staffing is not aligned to this requirement.

	Meet the Vision & Mission	Artists Engaged	Creative Activity	Council Plan Action 2.2	Council Investment per annum
Option 2: Business as Usual	X	Decreases over time	Decreases over time	X	\$1.05M (22.94% Increase)

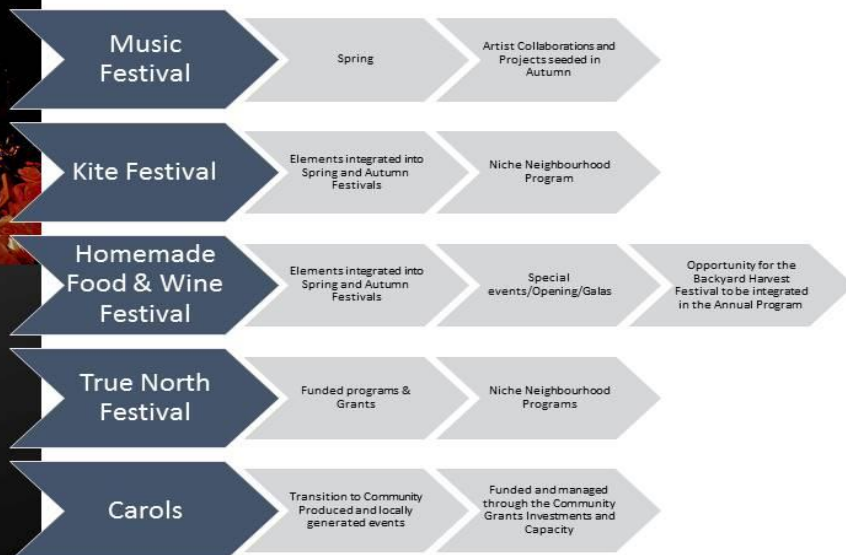
Option Three – Two Seasonal Festivals Per Year

- Additional cost to Council of \$260,924 in 2019/2020.
- Autumn and Spring Festival would be held each year.
- Complete overhaul, including new staffing model to reflect best practice in the arts, developing new audiences, improved and updated industry positioning, and diversification of artistic offering.
- This option also addresses safety and compliance issues.
- A budget increase will result in a Future of Festivals Framework and a new model of delivery for festivals and events in Darebin.
- In a rate-capped environment, Council will need to consider other sources of income including sponsorship and funding from external sources/agencies. New staffing structure with marketing approach included will increase the capacity for external funding to be secured.

	Meet the Vision & Mission	Artists Engaged	Creative Activity	Council Plan Action 2.2	Council Investment per annum
Option 3: Seasonal Festivals twice per year	√	↑↑	↑↑	√	\$1.12M (31.14% Increase)



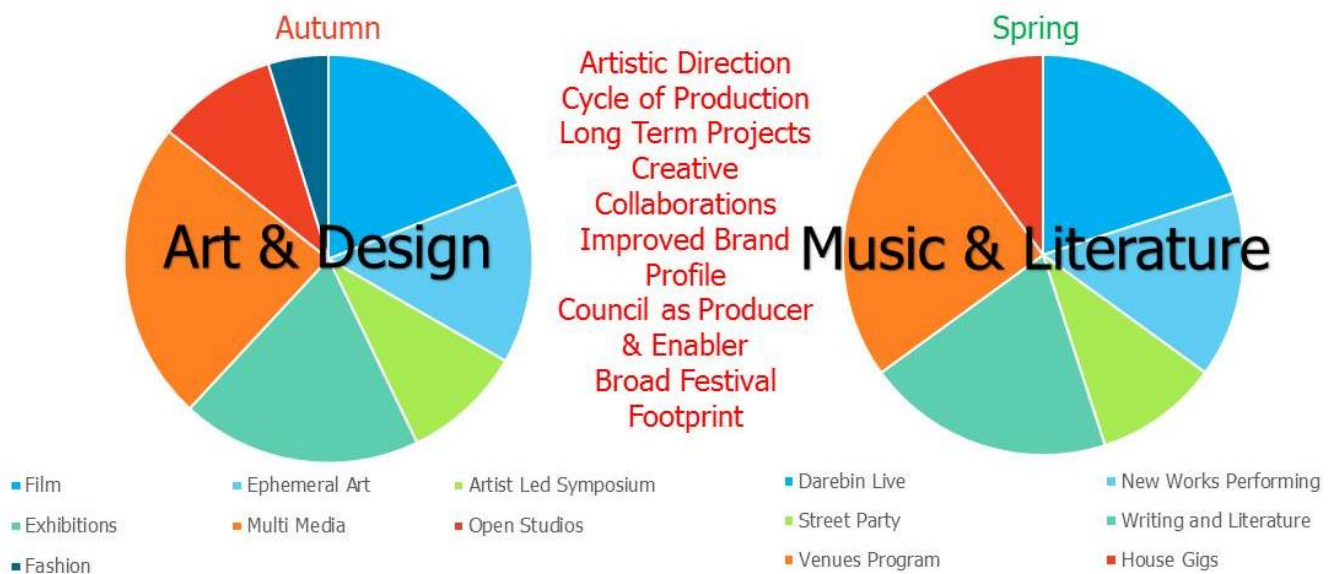
The Changes



Darebin Live Seasonal

Under the direction of a high profile Artist Director Darebin is activated with a two festivals seasons of creative collaborations, Council Produced Events, Council Supported Events, Community Produced Events, Forums, symposiums, award nights and public art.

Darebin Live Seasonal – Artform Diversity & Life Cycle



Option Four: One Larger Festival Each Year

- Additional cost to Council of \$315,924 in 2019/2020
- A single large scale festival would be held each year, probably with two different models alternating from year to year (Autumn Festival one year, and Spring Festival the following year).
- Complete overhaul, including new staffing model to reflect best practice in the arts, developing new audiences, improved and updated industry positioning and diversification of artistic offering.
- This option also addresses safety and compliance issues.
- A budget increase will result in a Future of Festivals Framework and a new model of delivery for festivals and events in Darebin.
- This model presents risks in terms of competition for funding and audiences against existing large-scale annual festivals in Melbourne.
- This model has less flexibility in terms of community engagement, art-form practices, and range of movement across the municipality.
- In a rate-capped environment, Council will need to consider other sources of income including sponsorship and funding from external sources/agencies. New staffing structure and marketing approach will increase the capacity for external funding to be secured.

	Meet the Vision & Mission	Artists Engaged	Creative Activity	Council Plan Action 2.2	Council Investment per annum
Option 4: Biannual festivals – 1 per year, alternating	√	↑	↑	√	\$1.2M (40.5% Increase)

Legal and Risk Implications

The recommended option or 'Future Vision' has been specifically designed to 'position Darebin as contemporary, artist and community lead, critically engaged and embedded in best practice', and responds to previous events auditing and recommendations as outlined below.

The 2016 Events Audit detailed clear findings within the current festival and events model:

- Events are not centrally managed
- No overarching, organisational wide policy or framework
- Planning and management is decentralised with no formal process
- No organisation event calendar or planning tool

It makes clear recommendations to:

- Standardise planning and delivery templates
- Standardise best practice event plans
- Have a consistent approach to permitting
- Review venue and park booking process and guidelines
- Implement an across council planning calendar

Improving safety standards is central to the recommended option that combines this imperative with the creative and cultural considerations underlying the purpose of festivals and events in Darebin. If delivery of the current suite of festivals and events does not change we are at risk of becoming out of step with our community, and damaging Council's reputation.

The recommended option is a design led model. In this model, production and infrastructure can be planned as part of the program and can be adjusted for and beyond the content.

In the existing festivals model the production and infrastructure is fixed and therefore can't be responsive. You can generally only add to and build on from existing. This means it is difficult to get any cost benefits as it's a one fit, for one purpose - this is rigid and expensive.

In a design led model you can have multiple program outcomes from the same production/logistics and should be able to achieve significant cost benefits. In this approach programming and production can work harder with multiple applications. It also allows for changes across years/planning cycles, as the design is not fixed. Given the flexibility of this model, capacity can be continually informed, adjusted and designed.

It should be noted that the options detailed in the report address current compliance concerns and risk matters. The options propose the necessary festival design and associated budgeting resources required to deliver safe and inclusive events in Darebin to industry best practice standards.

DISCUSSION

Festivals at Darebin are delivered by the Festivals and Events unit, who manage a very full, diverse portfolio. As well as delivering festivals the unit is also responsible for Civic Events, event permits, event consultancy, networking events and ad hoc events responding to current industry and community trends.

The current events calendar has not changed significantly since the 1990s with the Darebin Community and Kite Festival (1999) and Darebin Music Feast (1996) remaining the core offerings. The current Darebin Arts Strategy commits Council to continuing to fund and manage the ongoing annual festivals: Kite Festival, Music Feast and Homemade Food and Wine Festival. The current calendar features five core, internally produced events:

- True North program
- Darebin Music Feast
- Darebin Community and Kite Festival
- Carols in All Nations
- Homemade Food and Wine Festival

The unit also produces:

- Civic events (citizenship ceremonies, welcoming new residents, government visits, school visits, mayor event)
- Darebin Community Awards
- Creative Networking events

The current Festivals and Events program is rigid in structure and tied to historical and budget constraints. The current delivery model is highly defined, and as such, restrictive.

OPTIONS FOR CONSIDERATION

The reviewers have undertaken an in-house and operational review of the Darebin Festivals and Events program. The Review presents four future state options for consideration:

- 1) **Scaled Back Program:** Reduce program elements within the delivery of current suite of Festivals and Events, scaling back program outputs to offset increased expenditure to address compliance and safety.
- 2) **Status Quo Program:** Continued delivery of current suite of Festivals and Events, maintaining current program elements with increased expenditure to address compliance and safety.
- 3) **Darebin Live Seasonal:** Two yearly 4 week-long festivals run seasonally and delivered as key markers in an annual calendar: Darebin Live – Autumn and Spring series (**Recommended**).
- 4) **Darebin Live Biennale:** Bi-annual Festival – Autumn and Spring programs as above, but presented in alternate years.

A summary is below.

Options	Financial Implications	Services	Outcomes
Option One: Scaled Back Program	\$854,076 +\$0 annually	Continued delivery of current suite of Festivals and Events, scaling back current delivery models	<ul style="list-style-type: none"> • This option is unsustainable in the current climate, and is based on an old model of delivery, which does not align with Council's vision. • The current model of festivals delivered by Darebin, although successful, has barely changed since the 1990's (Darebin Music Feast 1996 and Darebin Community and Kite Festival 1999) • There is a high risk element with this model in regards to compliance and safety as events are under extreme pressure to meet standard within current resources.
Option Two: Status Quo Program	\$1.05M +\$197,449 annually	Continued delivery of current suite of Festivals and Events with budget adjustments of 50% increase per festival to address safety and compliance, plus the addition of marketing and niche neighbourhood programming support	<ul style="list-style-type: none"> • In order to sustain the current suite of festivals and events and to ensure we can adequately manage risk and align with benchmarking against other LGAs the budgets need to reflect a model that has compliance at the forefront • It is important to note that in this model, there are no changes to the levels of service and outputs, but significant improvements with logistics and compliance that ensure we meet Australian standards and keep the offer at current levels
Option Three: Darebin Live Seasonal	\$1.12M +\$260,924 annually	Two seasonal events, with different art-forms featured and designed as key markers (major events) in the annual calendar - called Event A and Event B	<ul style="list-style-type: none"> • Event A is a visual arts led event that embraces multimedia, film, fashion and ephemeral public art, providing a space for signature food and wine events • Event B is a music led event that has performance, live art and community programming at the heart of it. As with Event A, there is a space for signature food and wine events to be developed and integrated within the broader event design. • This model allows for more umbrella partnerships/more collaborations, with the outcome being new artists involved and new audiences • A guest curator (Festival Director) would be invited to lead both events

			<ul style="list-style-type: none"> • This model would utilise known and unknown venues within Darebin and would activate the whole municipality via exhibitions, installations, artist led symposiums and public programming across two months of the year • Each event would take place over a four week period which would be determined by a number of factors including seasonal, art-form, community engagement and relevance and to sit in the context of other festivals and events in Darebin and across Melbourne. • This new model would still retain the value of much loved festivals and include an opening night and a gala event inspired by Homemade Food and Wine Festival and other (well-known) features of past events, reconfigured in renewed formats. • Event B would reposition Darebin Music Feast, expanding the open access program and positioning Darebin as a point of difference to Melbourne Music Week, Brunswick Music Festival and other music festivals in Melbourne • This new model also addresses the necessary risk and compliance matters to industry best practice standards
<p>Option Four: Darebin Live Biennale</p>	<p>\$1.2M +\$315,924</p>	<p>Event A and B presented on alternative years</p>	<ul style="list-style-type: none"> • This model would offer a jam packed four weeks of activity, once a year, alternating between the two models described above in terms of art-form focus and seasonal (and other) positioning. • Art form integrity would potentially be lost by combining all forms into a multi-festival • We would be forced to compete in the festival space, potentially alienating the community and limiting the responsiveness of the program • Production costs would increase due to the need for more purpose built festival spaces • This new model also addresses the necessary risk and compliance matters to industry best practice standards

IMPLEMENTATION STRATEGY

Details

With the approval of the recommended option (Option Three), Darebin Live – Autumn and Spring Festivals, the Festivals and Events Team would embark on the following steps to ensure a planned and considered transition to a new model of delivery. Implementation of the plan will consider the following:

- Development of a Draft Future of Festivals Framework, supplemented by a public submissions process.
- Workforce planning and consideration of skills, capacity and functions of the delivery teams.
- Development of a Community Engagement and Communications Plan. This would identify and engage key stakeholders and the broader community.
- Transition and implementation of the Future of Festivals Framework.
- Financial and Operational considerations regarding key aspects of festival management and delivery.

Communication

- A draft Future of Festivals Framework will be shared with the community, artists and key stakeholders, for comment and submissions.

Timeline

Next Steps	Timeline
Officers to develop a new draft Festivals Framework upon Council endorsement of the preferred future state model.	December 2018
Community engagement and consultation on the draft Future of Festivals Framework	January to February 2019
Council Report on outcomes of community consultation and adoption of the Future of Festivals Framework.	April 2019
Transition and Implementation Strategy Build & Planning, integrating further community engagement and consultation on the Future of Festivals Framework	April to June 2019
Initiate and implement new Festivals and Events Framework	July 2019 - ongoing

RELATED DOCUMENTS

- Nil

Attachments

- Future of Festivals Report 2018 (**Appendix A**) [↓](#)
- Future of Festivals Grid (**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.

FUTURE OF FESTIVALS DAREBIN REVIEW

“If public events are constructs that make order, then the logics of how they are put together is crucial to how they work, and so to that which their designs enable them to accomplish.” (Handelman 1990:16)



This report has been developed by Ros Abercrombie on behalf of Darebin City Council - Creative Culture and has been prepared in relation to the current delivery of Festivals within the Council.

Copyright of Darebin City Council and or Ros Abercrombie.

Disclaimer:

While all care has been taken in the preparation of this material, no responsibility is accepted by the author for any errors, omissions or inaccuracies. This report was produced to provide general advice only. It is not intended to be relied upon or be a substitute for legal or other professional advice and does not remove the responsibility of the event organisers / proprietors to ensure all obligations under legislation are adhered to.

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Photo: Michael Findlay

EXECUTIVE SUMMARY

In the prologue of 'The Craftsman', Richard Sennett implies you don't wait till after the work is done to ask the questions and talk about problems, rather "engagement must start earlier to enable a better understand of the process by which people go about producing things" (Sennett 2008: 7). Within festival and event design all stages of the design – production - delivery are interlinked, they don't exist in isolation and they are not static but ever changing and evolving.

Sennett leads us through three concepts; starting with the notion of 'Craftsmen', exploring the workshop, machines and material consciousness, then considering 'Craft', unpacking tools, instruction and resistance, and concluding with 'Craftsmanship' considering principles of quality and ability. He stresses the important of technique through all three stages. He suggests design provides subtle guidance and the audience mark their presence on the space and that the social conditions shape these motivations. The narrative is important. Engagement with continual dialogue is distilled by practice and woven with theory that is instructive in creating meaning within experiences.

Festival and event design is intuitive to the narrative and provides creative and expressive instruction that not only informs but also responds to engagement. The dialogue between the producer or organising committee and the participants or audience 'evolves into sustainable habits, concrete practices and thinking'. (Sennett 2008: 9) This process informs, guides and provides structure for participation and engagement, "the physical display conveys more than the label" (Sennett 2008: 181)

Having been working in the Festival & Event Industry for over 20 years, I come to this research with a professional practice that is based on the understanding of engaged festival management and the principles of integrated design. As a practicing Festival Director I specialise in event conception and direction and am committed to the concepts of collaboration as vital to building festivals that are significant forums for new work, culture and ideas. I design festivals to be innovative and accessible, founded in a practice that is multidisciplinary and participatory. I consider arts spaces as a cultural landscape as more than the physical place, and design programs for the spaces in-between, crafting unique contemporary experiences.

Within this review I have considered how festivals evolve, what influences them to change or remain the same, how design and programming decisions are made, how they attract new audiences and retain existing ones and how they generate meaning both individually and collectively. Importantly I have investigated the role of place; constructed place and cultural place in determining and influencing the design of Darebin's festivals and events and their associated process and policies.

I am a Darebin Resident

INTRODUCTION AND REPORT FRAMEWORK

The project specification seeks to:

- a. Review the overall strategic direction and mode of delivery of Darebin City Council's suite of Council produced major Festivals and Events, to ensure the overall offering reflects current and future Council and community aspirations and needs;
- b. Consider the growing community and private or commercial offering of festivals and events in Darebin, and Council's role in supporting these events

A detailed analysis has been conducted that explores the current delivery of festival and events within the City of Darebin. The applied research considers the social, historical and creative viewpoints considering the relationship between design, production and delivery. I provide a summary of definitions that position the structural framework of the report. Importantly, I position myself as the author, an industry practitioner and local resident.

I have adopted a range of methodology and research approaches. Through desktop research a mapping analysis is provided that contextualises current models, locally, nationally and internationally.

I conducted a series of facilitated consultation and interview sessions and applied participatory observation methodology.

Four key areas were identified:

- Strategic Positioning
- Structure and Resources
- Programming (curatorial)
- Brand and marketing activation

From these four areas key questions were considered:

- What currently works - organisationally, structurally and programmatically
- What are the challenges (internally and externally)
- Is it important for Council to differentiate between Council produced, community produced and commercial events
- What role does Council have
- What are the gaps or maybe opportunities
- What would you love to see in Darebin
- If you could do anything what would it be

Each of the facilitated sessions were asked the same open ended questions.

The report presents observations and recommendations that can be used to inform the future strategic direction of Festivals and Events in Darebin within a sustainable programmatic plan for the next five to ten years. The considerations are integrated across the departments and Council. They are in line with overall development priorities of the Darebin City Council and suggest an approach that is reflective and responsive to the communities, creative industries and arts practitioners that reside, work and create in the municipality. The suggested strategies are fluid by design and allow for cultural expression to add value and provide fresh and creative approaches.

Essentially asking 'how can experiences best be created, curated, supported within Darebin' and what best practice models can be applied to support them?

CONSULTATION

A number of strategies have been referred to and consulted as part of developing this review:

- Darebin Arts Strategy 2014 – 2020
- Darebin Council Plan 2017 - 2021
- Darebin Cultural Infrastructure Framework 2018-2028
- Economic Value and Social Benefit of the Arts in Darebin (2016)
- Darebin Action Plan 2017/2018
- Tourism – A destination plan for Darebin Strategy 2016 -2021
- Audit Recommendation Compliance Report 2016 (A Camms Solution)
- Bradford Cultural Strategy 2014 -2024
- Creative Hackney - cultural policy framework 2018
- Moreland Arts and Cultural Strategy 2017 – 2022
- Culture and Our City - A cultural plan for Paramatta's CBD 2017 -2022
- City of London – Mayors Culture Strategy – draft 2018

Several facilitated sessions have been conducted:

Darebin Arts Ambassadors Workshop 21 Feb 7pm:

Wendy Dinning A/Manager Culture and Events, *Liz White* Arts Precincts Co-ordinator, *Cr Susanne Newton*, *Melissa O'Donovan*, *April Brennar*, *Christopher Bell*, *Hannes Berger*, *Lindy De Wihn*, *Lisa Horler*, *Anne Learmoth*, *Mark Tregonning* and *Victoria Canning*

Team members from across the Creative Culture and Events Department, including Festivals and Events, Northcote Town Hall, Darebin Arts and Entertainment Centre and Bundoora Homestead Arts Centre were interviewed:

Monday 18th *Amanda Palmer* & *Bronwyn Ryan-Mercer*

Tuesday 19th *Ryan Hale* & *Emily Fuller*, *Liz White*, *Chloe Gestier*, *Clare Springett*

Friday 22nd *Vicky Guglielmo*, *Beau MaCarthy*, *Sam Butterworth* & *Liz Welsh*

Sunday 24th *Ella Hughes*

DEFINITIONS

Festivals can be understood as a modern day social pattern of consumption, a cultural commodity. The European Festival Association (EFA) believes that arts and culture play an essential role in the building of societies. Kathrin Deventer of EFA said, "Festivals are deeply rooted in local contexts and contribute to a change of mind-set of people that get in touch with artists". Festivals can offer inspiration to their audiences by challenging them and offering them the opportunity to broaden their horizons. They provide participation in cultural life, enriching both to the individual and communities. The audiences attending festivals are encouraged to actively participate, this participation can promote a sense of belonging and ownership.

A festival place has a dynamic relationship between people and place. The site (the product / the experience) is where all the components come together. It is a carefully planned interaction with individuals, participants and place. Festivals create a time and space for gathering, a site outside of the everyday, away from routines, a space for experiences and the generation meanings. While acknowledging that they are often highly designed, planned and managed, festivals are multiple sites that can be contested and challenged.

As defined by Lineu Castella, '*placemaking*' means "precisely the construction of place." (Castella, 2012:21)

Place Making, like metaphors can imply and take different paths. Events are increasingly used in place marketing (Gibson, 1998; Getz, 2008) they can;

- attract tourists and visitors, this is generally welcome when it occurs in a medium or low-tourism season since it reduces seasonal ebbs
- help to capture attention and promote attractions and infrastructures
- maximize and rationalize the use of certain spaces.

Through cultural events, places may attract not only visitors and tourists but also investments. Preservation of these spaces may result in financial benefits and dissemination of artistic and cultural heritage. The creative industries and events that they generate, support employment and economic diversification.

The festival creates the product – the product attracts the visitors enabling interaction and exchange allowing the place to flourish. Place Marketing and Place Branding are two concepts that have been applied to the study of festivals. In Marinda Scaramanga's article in the *Journal of Place Management and Development* (vol 5 no 1 2012 pp70-80) she discusses the theoretical framework between culture and place branding. Scaramanga suggests that place branding is "more than the creation and promotion of place" central to her thinking is the idea that "brands exist in the midst of consumers as branding is composed of emotional, intellectual, psychological and physical aspects and placebranding is an extension of this to the physical and social environment of place " (Kavaratzis & Ashworth quoted in Scaramanga 71)

I argue that Festivals by design create a cultural landscape, a contested place that can inform public, private and social space. They encourage and provide a dynamic relationship between people and place and provide a site for gathering and celebration. However, the word '*Festival*' like '*placemaking*' have become some of the most over used words in marketing, tourism and brand activation campaigns and have to some degree devalued the very essence of their meaning.

We can question what constitutes an event and a festival, and rather than position this as an academic question, we can consider should the Darebin's future strategy include a Farmers market, a local gig and one off program night at the regular venue, a new menu, a public dance workshop, a special curated program within standard programming as an event or festival?

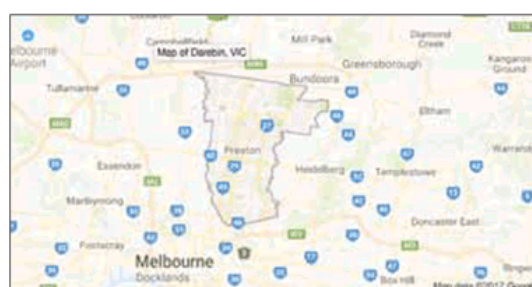
Through this review there is the opportunity to deconstruct the definitions potentially facilitating a rethink of the applied definitions.

MEASUREMENTS & VIEWPOINTS

Place is important and provides a significant part of the narrative. Cultural landscapes and cultural infrastructure combine with elements of place and time and are paramount to understanding the creative industries.

MAPPING DAREBIN

- 158,553 Population ABS ERP 2017
- 5 148 countries
- 105 languages spoken
- 5– 15 kilometres of the Melbourne GPO



Market research, setting viewpoints and determining social, cultural and economic measurements assist with understanding your audience and understanding your market. These frameworks help position the festival / event and establish the past, present and future audiences and stakeholders.

Events can only have a net economic impact if they do not divert spending. This is why the notion of tourism and the concept of a 'viewpoint' is so important, as "consideration of costs and benefits depend critically on 'viewpoint' (Burns & Mules). From a state viewpoint only event-generated expenditure sourced from outside the state will impact on State Product (GSP). Similarly from a local viewpoint only income generated from outside the defined viewpoint can be measured.

Several measurements have been identified by the City of Darebin. The tourism destination plan cites an aim:

"to increase visitation and spend from people living in and travelling from neighbouring suburbs within 40km from Darebin" (p4)

It further identifies, "life style leaders' and asks, "what is Darebin's signature event? Does Darebin have one? If not, why not? And should we create one? (p7)

To be able to measure impact / visitation / audiences the viewpoints needs to be determined and apply consistency across all departments and units. Evaluation documents should be centralised and unified to ensure measuring 'apples with apples'. This will assist with understanding the current offerings and the future-programming calendar.

BENCH MARK ANALYSIS

To create a unique proposition it is important to understand the market positioning, the sameness and points of difference are important to understand the broader market position and operating environment. Festivals and events are a competitive space.

An External Desk Top Review was conducted. This analysis assists in setting the viewpoint from which the Darebin Festival and Event Strategy can be contextualized.

EXTERNAL MAPPING

1. LOCAL VICTORIAN COUNCILS

The five local government councils were chosen due to a number of factors – Moreland and Yarra were chosen as they adjoin Darebin and Melbourne. St Kilda - as they do the big-ticket festivals. Maribyrnong was selected for similarities in proximity to CBD, Diversity, Industrial/etc. – and also to examine their branding as the ‘Festival City’. All Councils selected are in close proximity to the City of Melbourne.

All information sourced from Council websites – after inputting ‘Festivals and Events’

- City of Yarra
- Moreland City Council
- Maribyrnong
- Port Phillip
- Melbourne City Council

Please refer to a detailed table in the Appendix

CITY OF YARRA

To make arts and culture an everyday experience in our city.

All of the Festivals featured on the City of Yarra site are partnered with other organisations within the municipality or relevant to the Festival.

Arts Cultural Strategy available on-line

MARIBYRNONG CITY COUNCIL (brands itself as ‘Festival City’)

Council’s Festival City Program promotes and cultivates the City of Maribyrnong as a vibrant, cosmopolitan City.

No Festivals are produced by Maribyrnong City Council – they appear to support the Major festivals on their calendar, which are produced by other organisations – Multicultural Arts Victoria, Footscary Community Arts Centre FCAC, Yarraville Community Festival Committee and Melbourne International Jazz Festival and Womenjeka by FCAC.

Festival Policy available on-line

CITY OF MELBOURNE ‘COM’

As host of more than 8000 festivals, exhibitions and events every year, Melbourne is well known as the events capital of Australia.

COM produces a range of festivals and events throughout the City, Moomba Festival, Melbourne Music Week, Melbourne Spring Fashion Festival, Christmas and NYE in the city, Winter Docklands.

They outline that they ‘own and manage’ the majority of them. They do offer extensive links and information on how to partner/sponsor/when eoi’s for participation open etc. Featured under the ‘Events and Partnerships’ tab.

MORELAND CITY COUNCIL

“Our festivals, events, exhibitions and performances celebrate and build community identity and promote arts and cultural expression.”

There Festival calendar appears more in the council/ community style where they produce all their smaller festivals and link in with the Brunswick Music Festival for the Sydney Road Festival. They offer 2 call outs per year for performers and stall holders for their range of festivals.

CITY OF PORT PHILLIP

"Port Phillip is an energetically creative place, welcoming and alive with activity, where all people can participate in and experience the arts and the cultural life of the city."

City of Port Phillip produce two festivals – 'St Kilda Festival' and 'St Kilda Film Festival' – these are large scale events with significant sponsorship. They offer an annual funding round to support smaller festivals and events 'Local Festivals Fund' and have four rounds per year particular to when the event will be held.

MOONEE VALLEY CITY COUNCIL

While Moonee Ponds is not featured in the analysis – it was interesting to note they are initiating a new Winter Festival this year, as are a number of other Councils.

"Take a spin on the ice in the heart of Moonee Ponds, see a movie at the Clocktower, hear live music at venues across Moonee Valley, enjoy a free event at Sam Merrifield Library and see the latest exhibitions on display at Incinerator Gallery."

2. HACKNEY, LAMBETH, PARRAMATTA

In looking at other key examples of cultural infrastructure the Councils of Parramatta, Hackney (UK) and Lambeth (UK) were examined. Each of the Councils has similarities and also differences to the City of Darebin which consider demographics – age /income /ethnicity/class/home ownership v rental, distance from CBD and potential for growth.

HACKNEY CITY COUNCIL (A borough of London that is 8km from the London centre and covers an area of 19 sq metres with a population of approx. 225,000). Hackney acknowledges up-front that the working culture of their city has changed and that manufacturing has been replaced by micro and small businesses and that many of these are design and creative based – in essence creating a 'dynamic and creative economy'. Creative Hackney (Arts Strategy) aims to set out the aspirations for the vision for culture and creativity in Hackney and establish the framework for the long-term development of the cultural and creative industries. "It is important that we articulate our role in their development - as a facilitator to provide opportunities to strengthen the practitioner base allowing the sector to flourish, as an enabler to nurture and support the sector and as a broker of partnership working. To act in this manner there are a number of underpinning actions required by the Culture team and across the authority generally to ensure that the action plan for the Cultural Policy Framework can be implemented successfully."

Festivals and events within Hackney are publicised more through the 'Destination Hackney' <http://www.destinationhackney.co.uk/places-to-go/Festivals> which provides an overview of the annual festivals including and is owned and managed by the Borough of Hackney.

The array of festivals that take place in Hackney throughout the year is as diverse as the borough itself. As a creative hub, Hackney is home to some of East London's most prominent arts and music celebrations.

For starters, there is 'Land Of Kings', which unites Dalston's premiere music and club venues in one massive party over two nights, to the 'Stoke Newington Literary Festival', the latest up-and-coming event for wordsmiths and bookworms alike. While the 'Day-Mer Art' and Culture Festival celebrates the area's large Turkish and Kurdish communities, micro local festivals in Shoreditch, Clapton, and Hackney Wick showcase each area's creativity, culture and produce. Hackney also hosts its own LGBT film festival.

PARRAMATTA is currently promoting itself as 'Australia's Next Great City'. The major events produced by the City of Parramatta are featured as a calendar of festivals that include:

- Australia Day (70,000 people)
- Lunar New Year (10,000)
- Parramatta Artist Studios (5500)
- WInterlight Festival (25000-100,000)
- Burrumatta NAIDOC (5500)
- Parramatta Lanes Festival (95,000)
- Loy Krathong Thai Water Festival (14,000)
- Christmas in Parramatta (8000)
- NYE (80,000)

The festivals/events produced by the City of Parramatta follow both a traditional focus of Australia Day, Christmas, NYE but also have festivals celebrating the various cultures within Parramatta, the Indigenous population and also a younger artistic audience – with the Artist Studios and Laneways Festival.

In the Parramatta City Council Cultural Plan 2017-2020 the aim outlined a shared ambition for a city that is:

"Driven by culture, a world-class city known for its diversity and energy, with people, ideas and creativity at its core. By setting out its four goals aligning with and acknowledging Indigenous Sovereignty and Diversity at its core."

- Goal 1: *Always was, always will be a gathering place*
- Goal 2: *Diversity is our strength and everyone is welcome*
- Goal 3: *Ideas and imagination are the heartbeat of our city*
- Goal 4: *By design, our City incubates creativity, industry and new knowledge*

LAMBETH – is a Council/Borough that sits to the south of London and is an area close to the city that gentrification could potentially change the demographic as people are forced further out. The 2016-2020 Events Strategy of Lambeth seeks to redefine its focus:

- enabling the community to lead and own community events;
- delivering an excellent Country Show;
- developing and coordinating a high-quality set of events across the borough based around 5 main zones (Streatham, North Lambeth, Clapham, Brixton and Norwood);
- diversifying the service to be more economically effective; and,
- a focus on showcasing the borough and driving visitors and tourists across the borough.

Lambeth, like Hackney, presents a separate website that promotes the culture of Lambeth - <http://love.lambeth.gov.uk/next-generation-win/> At the time of this research the latest news included a project that has successfully been awarded funding from the Mayor of London as one of six cultural impact projects.

The Next Generation project will see Lambeth Council work alongside key cultural institutions in the borough to provide skills, jobs and opportunities for young people and those underrepresented in the cultural workforce. Lambeth will be given £200,000 to deliver the project.

Lambeth is also about to publish its first Creative & Digital Industries Growth Strategy that will outline Lambeth to be the leading place for the creative and digital economy in London.

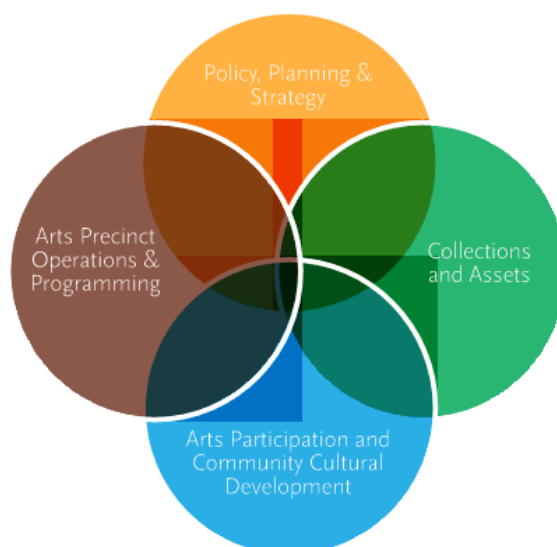
In each of these three examples the trend across all of them is to diversify their output and considers the idea of communities driving their festivals and events.

CITY OF DAREBIN - INTERNAL MAPPING

The Creative Culture and Events department is recognised for its role in supporting arts and community cultural development in the community' and deliver a suite of cultural services through five streams:

1. **Management**
Strategy, Policy, Planning, Sector Engagement & Partnerships
2. **Festivals and Events**
Festivals, Events, Civic Events, Public Programming
3. **Arts Precincts**
Northcote Town Hall & Darebin Arts Centre curated arts programming, arts facility & management, operations, creative developments and arts partnerships
4. **Art and Collections**
Art Collections, Public Art and operations and programming at Bundoora Homestead Art Centre (BHAC)
5. **Community Hubs**

The management and operation of community hubs (specifically Darebin Intercultural Centre, Keon Park Children's Hub, Darebin North East Community Hub and Reservoir Learning and Community Centre)



The Creative Culture and Events present some vital statistics that generate an investment picture.

- Visitation: 300,000+ per annum
- Event Episodes: 1000+ event episodes produced per year of varying scale and reach
- Social Media and E-news Reach: 15,000+ Subscribers
- Total Council Investment: \$4.7 Million per annum
- Income: \$2.1 Million - the majority generated by the two arts venues NTH and DAC
- Operational Expense: \$6.8 Million

The multiplier effect of this investment impact generates an additional \$2 Million in local jobs and expenditure and Live Music is estimated to attract 770,000 patrons to the City of Darebin generating \$32.5 Million in patron expenditure.

The current City of Darebin events calendar hasn't changed significantly since the 1990's with 'Darebin Community & Kite Festival' (1999), 'Darebin Music Feast' (1996) remaining the core delivery. The current Arts Strategy 2014-2020 commits Council to continuing to fund and manage the ongoing annual festivals such as, 'Darebin Community and Kite Festival', 'Home Made Food and Wine Festival' and 'Darebin Music Feast'.

The current events calendar features five core internally (creative culture and events) produced events:

Darebin Music Feast (including - Songwriters Award – from 1999 and hello Sunday)

1. True North Program / Festival
2. Darebin Community and Kite Festival
3. Homemade Food and Wine Festival
4. Carols in All Nations (from 2003)

The unit also produces:

- Civic Events (citizenship ceremonies, welcoming new residents, government, school, mayoral)
- Darebin Community Awards
- Edwardes lake Park Open Air Cinema
- ICAN peace mural
- Corporate Events Calendar

Other departments including family services, libraries, economic development, sustainability produce their own programs and have specific deliveries, such as;

- Darebin Backyard Harvest
- Museum of Me Part 2
- N-Scribe
- Mayors Writing Award
- Speakeasy
- International Women's Day
- NAIDOC week
- Reconciliation week
- Children's Week



Photo: Nicole Cleary

Additionally there are independent festivals and arts participation projects.

- Salami Festival
- The Magic festival
- Midsumma
- Melbourne Fringe,
- Melbourne Jazz Festival
- Melbourne Comedy Festival

There are three venues within the department each producing programming.

- Darebin Arts Centre (Arts Precincts team)
- Northcote Town Hall (Arts Precincts team)
- Bundoora Homestead Art Centre

Historically there has been a diversity of programming and delivery that are either no longer delivered, moved to other departments, in a partnership agreement, or now independent, these include:

- Creative Networking/Creative Spark/DIY Arts Business Seminar Series – from 2010 (no series 2016)
- Ganesh – from 2004- 2012 -- Taste of India Festival (now sits with Equity & Diversity)
- East Reservoir Neighborhood Renewal – End of Year Community Celebration – 2011 & 2012
- A Month of Sundays (5 Sunday afternoon concerts in parks) 2012
- Garden Tea Party at Bundoora Homestead – 2012 (reinstated 2018)
- Chinese Moon Festival 2012
- Festival of Light & Friendship 2010, 2011, 2012
- Home Cooked Comics 2012-2013 (partnership agreement 2014-2016, now independent)
- Koorie Pride Festival (with Songlines) – 2013 & 2014 (partnership agreement for 2015)



Photo: Nicole Cleary

OBSERVATION & ANALYSIS

ORGANISATIONALLY

The 2016 CAMMS Audit recommendation Compliance Report detailed clear findings within the current festival and events model:

- Events are not centrally managed
- No overarching, organisational wide policy or framework
- Planning and management is decentralised with no formal process
- No organisational event calendar or planning tool

It makes clear recommendations to:

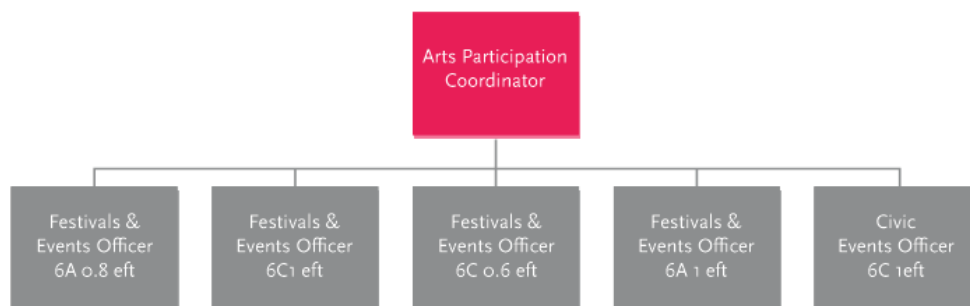
- Standardised planning and delivery templates
- Standardised best practice event plans
- Consistent approach to Permitting
- Review venue and park booking process and guidelines
- Implementation of an across council planning calendar

The lack of strategic planning and positioning is evidenced from this audit and from the consultation and research undertaken in this review. The calendar of events delivered further presents a 'bit by bit' / silo delivery model that is unable to leverage complimentary or supporting programming across events, departments or across council. The findings and recommendations in the CAMMS Audit are reflected in the observations and analysis found in this review process.

The current internal structure of the arts and participation unit reflects that the events are being delivered in silos with team members (festivals and events officers) being responsible for particular deliveries. The distribution of workload certainly on paper appears unbalanced with the two largest events (and highest profiles for the city) Darebin Music Feast & Darebin Community and Kite Festival being the responsibility of one 0.8ft officer. Carols and Home made food and wine are with another 0.6ft officer.

The arts and participation coordinator is at capacity managing the team and is currently working in a producing and hands on delivery role. This structure is self-generating as operational demands take precedent on the need for strategic modelling and realignment. The time pressures of event delivery are compounding as the demands of the annual event calendar are generating a tread mill effect. This in turn is affecting team morale and resulting in a lack of industry connection, professional development and best practice. There is a lack of individual and collective empowerment and creative freedom and at worse de-skilling.

The unit appears to be under staffed and under resourced and this is compounded by the feeling of high expectations and pressure. The team are unsure of what each other does and their place and they lack clarity within work plans and transparency. Individually there is a great sense of pride in the work and this is supported by an extraordinary work ethic. The current deliveries are being achieved by individual commitment not by the structure being right. Potentially the discrepancies point to the organisational titles not matching the role and the roles not being aligned to the current needs and demands.



Current Internal Structure - Festivals and Events Unit

The boarder organisational structure across the Creative Culture and Events further reflects this approach. While there is a more industry recognised model at Bundoora Homestead Arts Centre (BHAC) with a director and curators structure there isn't a consistency between the three venues and the events unit. This culture generates a real or perceived sense of independence from one another and a lack internal cross team transparency and direction. Programs and events are referred to as 'mine' and are protected both internally and externally. This vacuum in both the planning and operations is evident in the lack of resource and skills sharing across units and the organisation. Furthermore there was a perception that some areas were more resourced and supported than others, which is in part due to fixed budget allocations. While a sense of ownership can generate engagement and capacity building it seems the current conditions are creating a feeling of inequality and inconsistency.

STRATEGICALLY

The feedback provided from across the consultation process points to a lack of a long-term strategic methodology. The staff are not working to an annual plan. The lack of integrated timelines present a unit wide lack of forward planning and this in turn is reflected in an inconsistent approach that is 'hit and miss' rather than strategic. While changes are currently being implemented with the introduction of an internal planning calendar this 'cultural' change isn't without its challenges.

The lack of cross organisation and department planning means that the festival and events curated are generated by the individuals responsible for them and are influenced by their individual sensibilities with no cohesive design or collective approach. The staff's intent is to be rewarded, unfortunately the unit and their events lacks vision, consistency and advocacy. They are let down by a lack of structure and strategic clarity which results in ineffective delivery. Furthermore the lack of audience development strategies means good work isn't reaching audiences and not getting numbers or recognition.

PROGRAMMATICALLY

It is apparent from the history and from the internal consultation that the Festival and Events program is rigid in structure and tied to historical and budget constraints. The lack of strategic and organisational planning is further evidenced in the programming cycles.

Within the Festival and Events unit there is currently a lack of evidence based programming and the overall program lacks strategic design and planning. The recent strategic work undertaken on the Homemade Food and Wine Festival is an example of redesigned and repositioning program. Currently this isn't integrated across the department. There are no clear program priorities and as such very limited departmental and cross-departmental curatorial programming. Where inter departmental relations do exist they occur along the line of booking a venue or utilising a space rather than a collaboration or partnership.

Each Department has a different approach with different timeframes:

- BHAC has an 18 mth cycle
- DAEC a 12 mths cycle
- NTH – 12 – 18mth cycle
- Festivals and Events – 6 mthly (at best)

The current delivery model is highly defined and as such restrictive. The current events calendar is static (predictable) and conservative and while significant resources and individual effort is put into their delivery they attract relatively low numbers and have low return for council and could be argued is not reflective of the communities for which they are produced.

Within the Arts and Participation delivery it is helpful to look at the distribution of art form across the current program. With the exception of Music Feast the program is not art form specific nor is it embedded in the arts more generally:

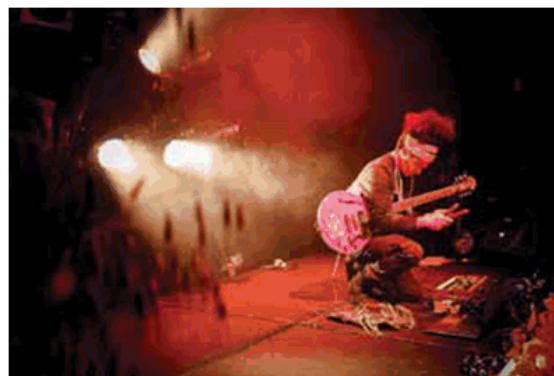
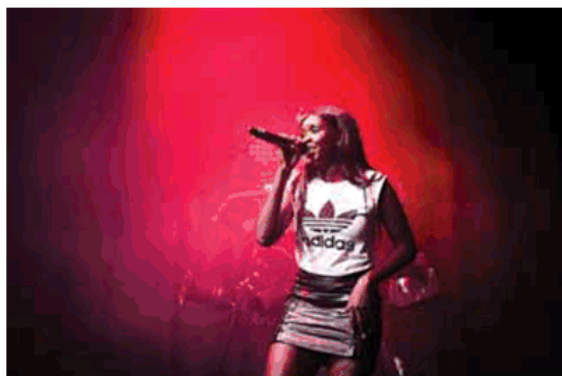
- Darebin Music Feast – Music
- True North Program - None
- Darebin Community and Kite Festival - Not art form specific
- Homemade Food and Wine Festival - None
- Carols in All Nations - None
- Civic Events (citizenship ceremonies, government, school, mayoral) NA

Through a facilitated consultation process each event was discussed and the below case studies recorded:

CASE STUDY

MUSIC FEAST

Music Feast is stepped in tradition and hasn't had the resources and space to adjust and transform over the years. Recent data has shown musicians have moved from Darebin to Brunswick and the Darebin music portfolio needs to be more current and contemporary. It needs to find a way to intervene, to define 'what it is' and communicate a point of difference from Melbourne Music Week, Sydney Road Street Festival, St Kilda Festival and create space for something new. Currently Darebin Live is 90% of the Music Feast program and could be realigned as a central focus with an industry program to compliment it.



Photo's: Nicole Cleary

COMMUNITY AND KITE FESTIVAL

Historically this event is the combination of two events, the 'Kite Festival' and 'Reservoir Pride'. This program fusion is still apparent and the event feels tired and confused. It is important to offer free community events but the model can be more community aligned and relevant.



Photo's: Nicole Cleary

CAROLS

Carols like the Community and Kite Festival stimulated significant comment across the consultation process. It was suggested that the event is under resourced and at odds with the broader event offerings being the only religious festival in the calendar. Conversely there are two other community produced carols events at Reservoir Edwards Lake and Pender Park Thornbury.



Carols in All Nations (2015)



Photo's: Michael Findlay

DAREBIN HOMEMADE FOOD & WINE FESTIVAL

The Darebin Homemade Food & Wine Festival is in a growth phase with a new program model being implemented in 2018. New additions such as Meeting Place, Homemade Market place and the repositioning of Meet the Makers and the Presentation Night brought a fresh look and feel to the program. This event could continue to grow and could be more nimble with its cross programming and delivery.



Homemade Marketplace (HMFWF 2018)



Photo's: Michael Findlay



Food and Wine PopUp 2018



Photo's: Michael Findlay

RECOMMENDATIONS

There are three key observations that inform the recommendations:

1. Timelines
2. Framework (program and delivery)
3. Marketing

1. TIMELINES:

Align timelines and implement consistent reporting structures across events, units and departments. As detailed in the Homemade Food and Wine Review it is recommended that an 18 -24-month planning cycle be adopted within a cross departmental programming strategy. Furthermore define an evaluation process that all areas adopt. Reporting is then consistent and can provide internal benchmarking and analysis that informs the next cycle of planning.

2. FRAMEWORK - CHANGE ATTITUDES / CHANGE PROCESS / CHANGE PRACTICE

Develop an across department strategic plan that aims to facilitate a defined Vision & Mission statement that supports an organisational structure that develops local capacity, creates community support and builds artistic and cultural reputation.

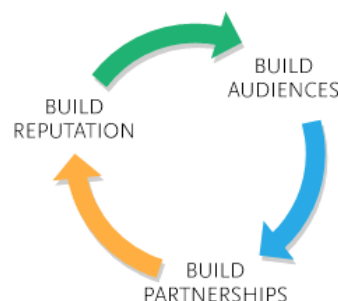
It is recommended to implement an integrated & consultative planning, programming and delivery process. Create a program matrix that defines a clear 'why' vision for each event / program and implement an agreed process 'how'. While each event / program needs to make sense and stand alone and moreover need to align with the overriding programming strategy. This will dissolve the current program silos and generate greater connectivity and shared resources.

STAGED ACTIVE ENGAGEMENT

- Build Audiences
- Build Partnerships
- Build Reputation

Must be relevant and integrated:

- Socially
- Creatively
- Financially
- Environmentally



3. MARKETING

There is a need for all strategic frameworks to work within the shared resources. As a practice lead strategy a central communications and marketing resource would not only support a more high performing, engaged and professional team it would strengthen internal alignments and external brands.

It is crucial for the future strategy to position festival and events to have some parameters about WHY they are being delivered in the first place and WHO they are for. From a brand perspective it doesn't matter if the community know who and how an event is produced, who is putting it on, how it is funded. What does matter is that the community knows it on, what it is and how to get involved. It does matter that it is well presented, relevant, supported internally and externally, presents best practice and that it's accessible.

There is a need for a clear marketing agenda with consistent messaging, audience development plans and embedded brand activation.

Through the consultation process when participants were asked in the context of the future of festivals and events in Darebin, 'if you could do (or influence) anything what would it be?' these were some of the responses:

Quotes

-'Where else but Darebin?'.....
-'cool thing can happen'.....'to be different – out of the box'.....
- 'high production value'.....
-'to do something for Darebin that everyone talks about'
- 'exciting, contemporary and cool'.....
- 'we can't be everything to everyone'.....
-'do less better'.....
-'the sum of the parts' 'provide spaces for something new'
-'Make something Darebin could be proud off'
- 'artist and community lead'
-'the creative community is actually here'
- 'we don't talk about art!'.....

and thoughts.....

"over the decades it has changed, communities are not involved"

"Council should facilitate what the community wanted to do"

"has to be lead from Community"

"Council not to tell us to do it their way, let community have a voice - need co partnering with community."

"Simple things like the local band and orchestra - school dance parties performances and community get together, people are happy to be involved -- Simple community events that come out of something simple"

"street parties bring people together" / "Dancing in the street" - "Street Festival"

"I find it quite difficult to find out what's going on in the city of Darebin, there doesn't seem to be one definitive source to find."

"I think I have missed a lot of these festivals because I didn't know when they were happening and a lot of my friends didn't know either, we're really into our technology, so if one of our friends does happen to be there they might snapchat a pic and tell us about what's going on. I've never been to a Salami or Kite festival and the first time I'd heard of either of those was at one of these Council meetings. "

"For me the crucial thing is access to information"

"We Need to know what's going on"

"the Kite festival is where it is due to its size not its community"

"I like events that make me notice things about places"

"Inscribe is great and last year they did a writers special event match 10 local writers to 10 iconic Darebin locations. Just really fabulous. I wish the community knew more about this type of event, there would have been more people there."

"my favourite event was, which isn't held anymore is Northern Exposure. There were a lot of local businesses that were involved. It was mostly held outside, even though it was cold and in winter, there was multiple art in the shop fronts. It was funded by the Northcote Business Association, so not Council run. It had that charm to it, that businesses could engage that."

" I went out on a Friday night when I was away and all the streets and cafes were filled to capacity, people from two years old to senior and that sense of community out there was great, all ages all in one space, restaurants and parks, a community gathering."

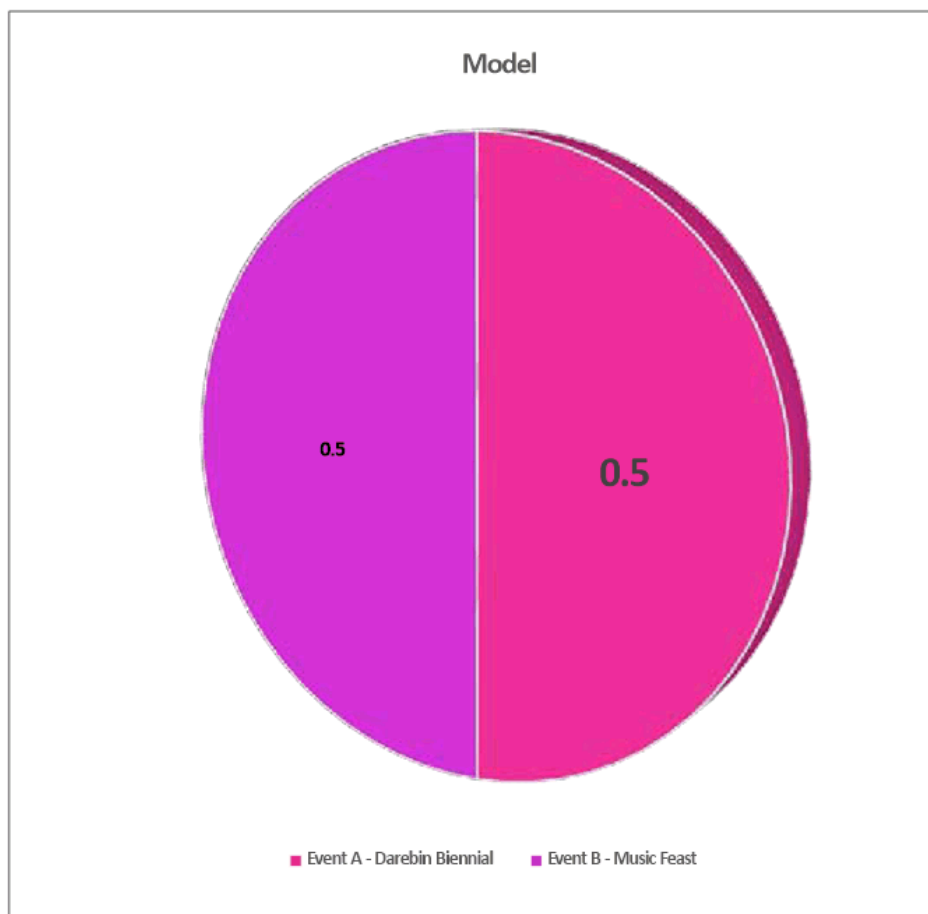


FUTURE VISION

The City of Darebin takes a leadership role in the city's arts and cultural development sector, producing policy, advocating for the arts, and engaging with arts and cultural development networks to facilitate collaboration and the sharing of ideas, approaches and opportunities. Darebin is a significant and valued home of choice for artists and the creative industries who contribute to Darebin's reputation as a thriving and creative culture.

The future direction of Festivals and Events needs to reflect and respond to the communities and industries and adopt a more co – designed approach. Designed to embrace all that is Darebin, the vision invites the creative culture and events department to look at their programming and venues differently. It encourages interdepartmental connections, challenges curatorial patterns and diversifies audiences and markets. Darebin is diverse, innovative and active and programming should be lead by the communities, artists and industries of Darebin not by council. Councils roles should be that of an enabler and facilitator.

The two events presented below are designed as key markers (major events) for an annual calendar. They could both be delivered annually (one in winter and one in summer) or they could each be biannual presented on alternative years.





EVENT **A**

A visual arts led event that embraces multimedia, film, fashion and ephemeral public art.

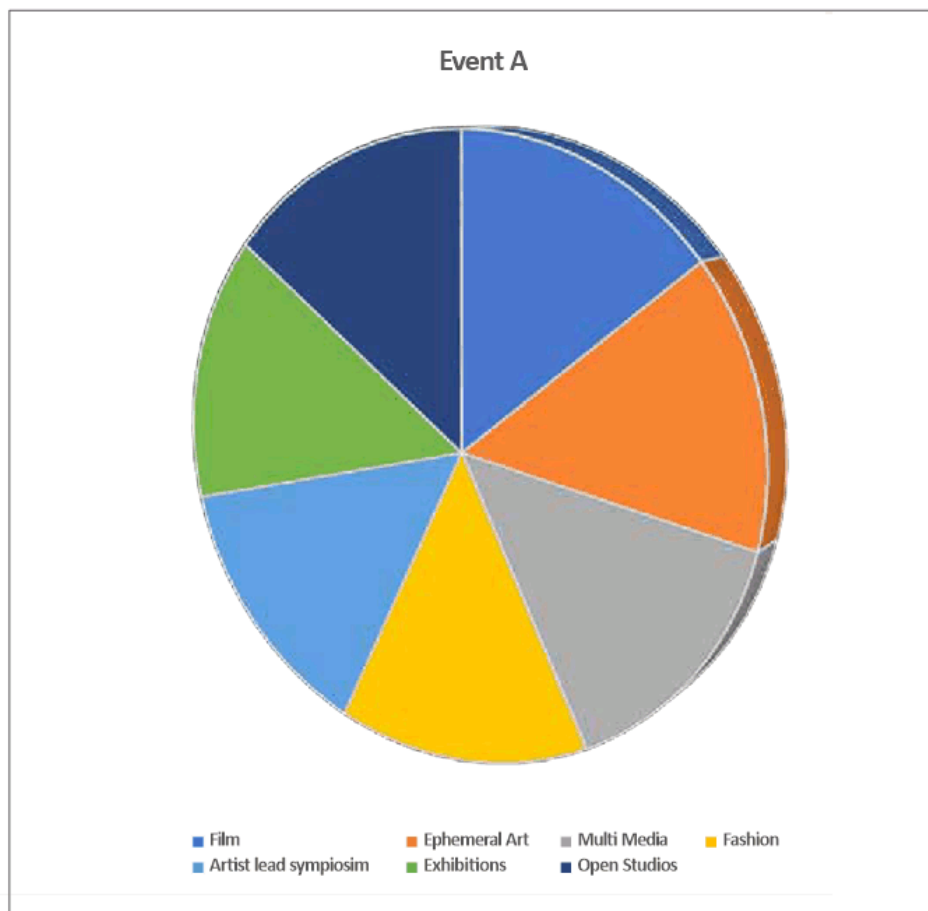
The event provides a space for signature food and wine events to be developed and contextualises them within the broader event design.

Utilising known and unknown venues of Darebin, exhibitions, installations, artist led symposiums and happenings are curated across Darebin over one month (either annually or biannually). Inspired by Northern Exposure, Liverpool Biennale, Sydney Biennale, the Bundoora Homestead Fete and Rainbow High Tea two feature public programs would provide the bookends.

1. *Opening Night*: a street based celebration that connects multiple curatorial exhibitions, utilises shop fronts, streets and public spaces and facilitates new works, commissions and acquisitions
2. *Gala Event*: taking inspiration for the 2018 Homemade Food and Wine Festival 'Meeting Place Pop up restaurant' Dinner and the Homemade marketplace this is a fusion of art, food and practice.

A guest curator is invited to direct Event A - could be an invited position or an expression of interest process.

Key venues would include, Bundoora Homestead, Northcote Town Hall, Darebin Arts and Entertainment Centre, with partnerships developed with Gertrude Contemporary, Arts Projects Australia, Thornbury Picture House, local galleries, shops, artist run spaces and studios.





EVENT **B**

A music led event that has performance, live art and community programming.

As with 'Event A' there is a space for signature food and wine events to be developed and integrated within the broader event design.

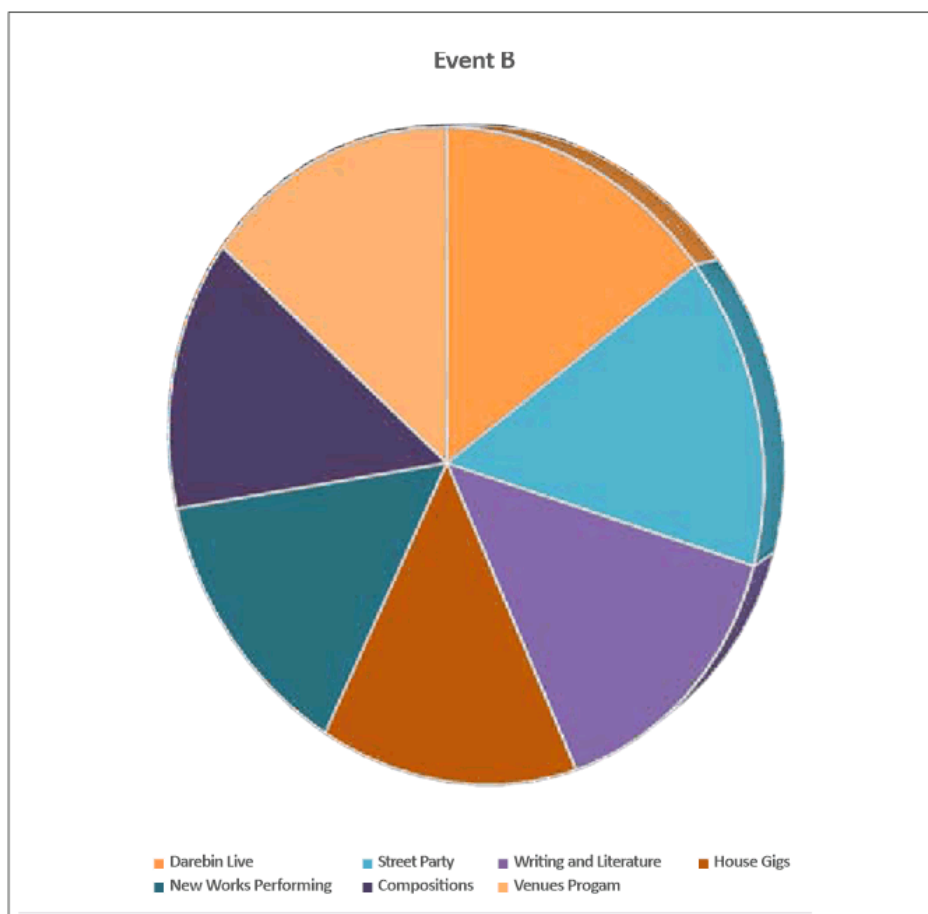
Utilising known and unknown venues of Darebin, gigs, readings, works in progress, workshops, jams and open studios are programmed over one month (either annually or biannually). Repositioning the Music Feast program, expanding Darebin Live and revisiting the High Vibes legacy this event offers a range of music experiences and defines a spot in the Melbourne music / events landscape and offers a point of difference to Melbourne music week, Brunswick Music Festival and St Kilda Music Festival.

More umbrellas partnerships / more collaborations = new artist and new audiences

Understand and articulate the audience and artistic perspective

Similarly to Event A the model offers 2 bookend events and invites a guest director to providing industry alignment.

1. Street party
2. Darebin Live



Both plans encourage cross industry and cross community engagement from inception, design and delivery. The programming is outwardly facing, engaged and reimagined. They encourage connects to the libraries, community and resource centres and make better use of existing infra structure and resources and generate inter community connection. The model creates a framework that is diverse geographically, ethnically, socially and artistically and as such is 'Uniquely Darebin'.

Importantly both proposed events align with the Darebin Action Plan 2017/2018 and the 2021 Council Plan:

"Grow the reach of the Bundoora Homestead Art Centre" (Action Plan 2017/2018 p6)

"support a diversity of artists and creative organisations across all career stages and practices, through the provision of dedicated arts and cultural spaces locally and by creating diverse and flexible investment models and programs." (Action Plan 2017/2018 p10)

"Activate Darebin with arts and culture, making it more visible and encouraging a spread of activity across the municipality, throughout the calendar year, at all times of the day and night."

"Increase and diversify audiences, supporting innovation in arts programming and maintaining high levels of satisfaction in festival and events above 90% "

Council Plan 2021

#2.2 _ We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities"

"#3.2 _ We will support our creative industries to ensure the city grows as a significant arts and creative centre"

"#5.2 _ We bring the ideas of our diverse community into our decision - making"

This vision is based on a multi year program strategy; if both event A and Event B are annual they are delivered in winter and summer respectively. If they are biannual they could rotate and define the calendar repositioning and reprogramming in each cycle.

KEY PROGRAM FEATURES ACROSS EVENT A & B INCLUDE:

- Cross disciplinary and multi art form
- Collaborative and co-designed - Lead by practice and industry
- Artist & Community Driven - Unique and relevant
- Bookend Signature events & integrated food and wine programming
- De centralised locations - delivered across suburbs and – program lead
- Responsive and changing



THE CHANGES

This strategy would mean significant changes to the existing festival and events delivery model - it does however take into consideration elements from each event and integrates them into either Event A and or Event B or recommends a new delivery model.



Within the proposed vision only Music Feast would retain its 'stand alone' identity. Program elements from both Kite Festival and Homemade Food and Wine would be integrated across both signature events. Carol's and True North would become community produced, community driven localised niche neighbourhood 'events' that would be part of a council funded program.

The niche neighbourhood program could be financed from the staffing and operational budgets from Carols, Kite Festival and True North. This could potentially be managed by one internal 'grant officer' role with a redesigned grants program that includes the existing Arts Participation funding

The proposed vision reallocates the existing staffing:

- Coordinator Arts Participation → Strategic Development and Engagement
- Officer Festivals and Events → Marketing and Communications
- Officer Festivals and Events → Permits Grants Officer / Niche neighbourhood program Officer
- Festivals and Events → Permits Officer (this could sit in a different department and need to work across council)
- Officer Festivals and Events → Coordinator Event B (with an industry / artist guest director)
- BHAC role → Coordinator Event A (with an industry / artist guest curator)

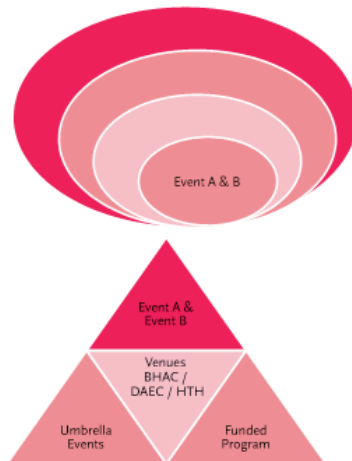
The full structure and supporting positions would depend on the preferred model(s) and the delivery timeline. It is important to note that the internal roles are supporting.



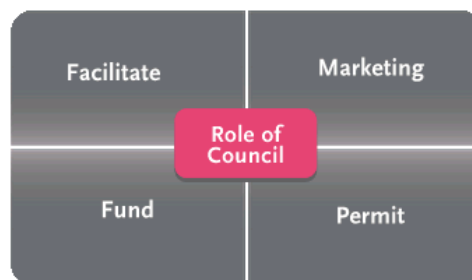
INTER- RELATIONSHIP

The multi functional - multi disciplinary vision is based on shared approaches and outcomes that not only generate cross programming opportunities but integrate inter-council units and venues and actively build new audiences and builds connection and capacity and strengthened the Darebin brand. The vision is 'Community', 'Artist' and 'Industry' lead, which ensures it, remains current, contemporary and relevant.

The development of the niche neighbourhood program, the consolidated grants program and the integration of the venues programming creates a multi art form annual program. It encourages the venues (BHAC / DAEC / NTH) to retain and develop their individual identities whilst being part of 'signature event' collective identities and positions them as art-form specific, state of the art facilities. This inter-relationship further encourages formalised rehearsal, residency, and work in progress programs that have outcomes in either Event A or B.



Throughout the vision the role of Council is as an 'enabler' to create and support the community:



- **Facilitator** - Be the connector that brings together to ensure collaboration, sharing of resources and joint contribution towards the strategic vision. Facilitate initiatives and activities that build capacity.
- **Funder** - Create connections and leads for business and individual and organizational funding opportunities.
- **Permit provider** - Best practice event management
- **Marketing** - Develop and promoter a calendar of events / marketing program

SUMMARY

A cultural expression does not happen by chance, but is created informally and or by design. It is the interaction between people and place that makes it distinctive. This is ever changing, contested and challenged, the design and activation should be an iterative process under continual (re) negotiation and (re)definition.

This report highlights the need for an integrated and responsive program structure that builds ownership and capacity across industry and community. The proposed vision invites consideration to look at places and experiences differently. It encourages connections and engagement with local creative industries and practitioners and facilitates a integrated process, practice of share ownership and outcomes. This approach encourages the transformation of places and encourages connection from a wide cross section of the community, generating new participation and audiences.

The proposed 'future vision' would be pivotal in collaborating, commissioning and developing new projects that generate local and regional connection and support best practice. The programming parameter is to celebrate the community, artists and places of Darebin and is inclusive of age, gender, ethnicity, sexuality, and ability.

It would position Darebin as contemporary, artist and community lead, critically engaged and embedded in best practice. The programming strategy facilitates a structure that develops new work, commission projects and form collaborations. Moreover, building the festival's and the City of Darebin's artistic and cultural reputation by:

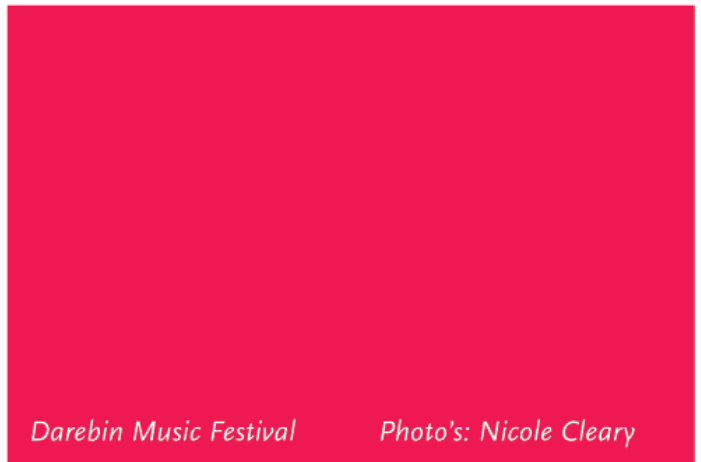
- Celebrating contemporary arts and curatorial practices
- Commissioning local artists and the creative industries
- Creating new opportunities for emerging, mid career and established artists & artisans
- Devising and producing projects and new work
- Be committed to excellence and innovation
- Facilitating industry and professional development
- Contribute to the economic, artistic, cultural and community capacity of Darebin
- Be inclusive of and responsive to all sections of the community;

Darebin has a unique opportunity to better reflect the creativity of its residents and its burgeoning creative industries and to lead the way in a new outward looking 'future of festivals' strategy. Calculated creative risk taking can lead to extraordinary results – create the space – trust the community!

“Engaged with continual dialogue, distilled by practice and woven with theory there is instructive meaning in experiences (Sennett 2008: 123)”

SUMMARY OF RECOMMENDATIONS

- *Implement a 18mth – 24mth planning cycle across Creative Culture and Events*
- *Develop an integrated strategic programming framework*
- *Develop a programming strategy across all venues and teams*
- *Create consistency around language, funding models and reporting*
- *Develop cross agency – cross art form - cross department opportunities*
- *Generate programming to position Darebin as an innovative, collaborative and leading*
- *Rethink the offering and councils role – council is an enabler*
- *Implement a contemporary community / artist / industry lead vision*



Darebin Music Festival Photo's: Nicole Cleary



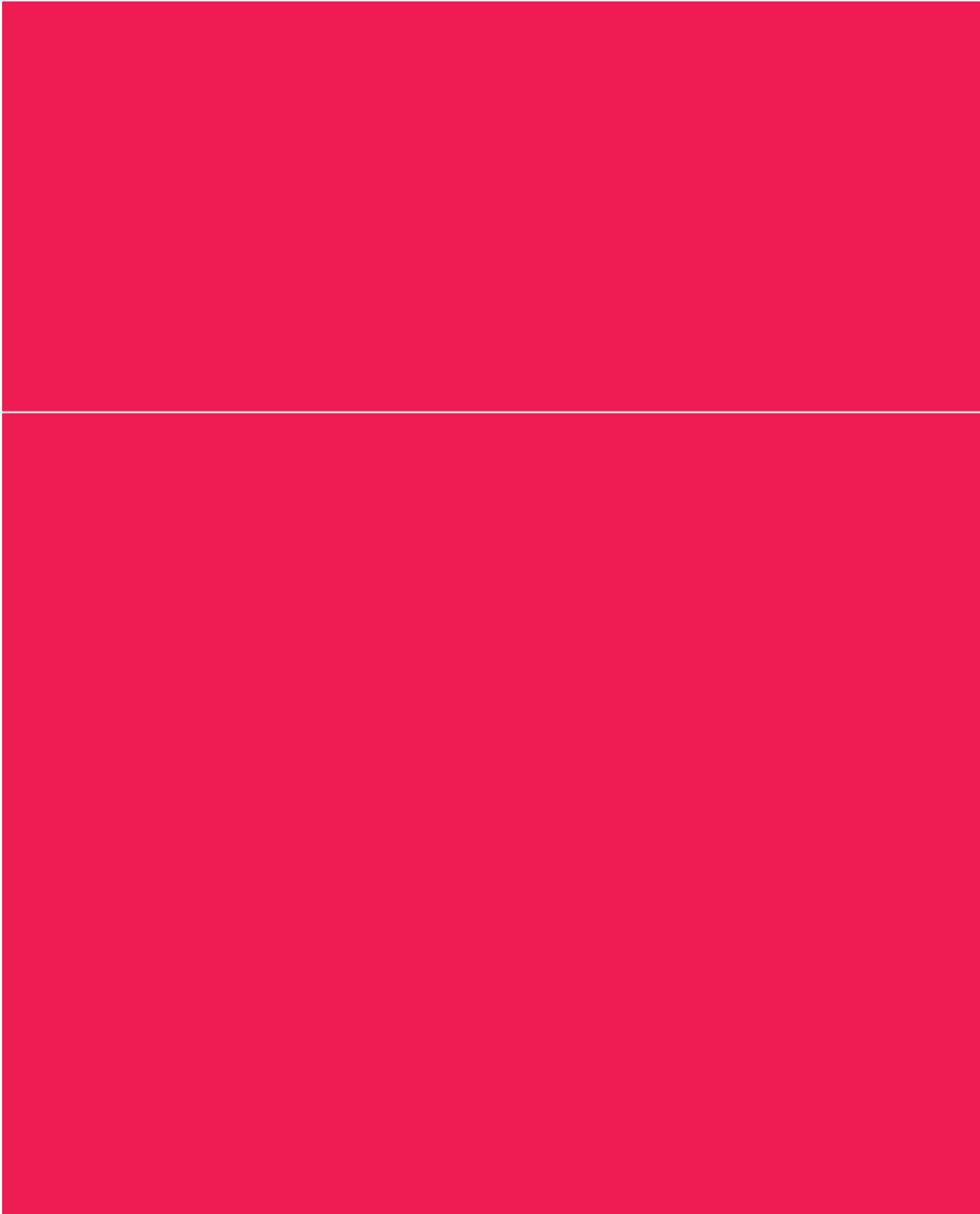
APPENDIX

COUNCIL	FESTIVAL/EVENT	DATE	LOCATION/VENUE	FREE/TICKETED
YARRA	https://arts.yarracity.vic.gov.au/arts-programs/festivals-and-events			
	Lunar Festival	28-Jan-18	Victoria St Richmond	Free
	Johnston Street Fiesta	18-19 November	Johnston Street, Fitzroy	Free
	The Village Festival		Edinburgh Gardens Fitzroy	Ticketed entry
	Gertrude Street Projection Festival		Gertrude St, Fitzroy	Free
	Fairfield Summer Music Series			
	Rock a Bye Baby sessions			
	Peel Street Festival		Peel Street Fitzroy	Free
	Smith Street Dreaming Festival	22-Jul	Fitzroy	Free
MARIBYRNONG	https://www.maribyrnong.vic.gov.au/festivalcity/About		Promotes as Festival City - Festival City Policy available online	
	Emerge in the West	5th May, 12.30pm-7pm	Nicholson Street Precinct, Footscray	Free
	Yarrville Festival	Sunday 18th February 10am-6pm	Yarrville Village	Free
	Womenjeka Festival	Saturday 25 and Sunday 26 May	FCAC	Free/ticketed
	Jazz Out West	1 June - 7 June	4 nights at 4 loctions in Maribyrnong	Free
MELBOURNE	http://www.melbourne.vic.gov.au/arts-and-culture/events-partnerships/Pages/events-partnerships.aspx			
	Moomba Festival	Friday 9th - 12th March	Alexandra Gardens	Free
	Melbourne Knowledge Week	Monday 7th-13 May	Various - MCC venues - Meat Market etc	Free/Ticketed
	Melbourne Fashion Week	31 August - 5th Sept	Various - MCC venues	Free/Ticketed
	Melbourne Music Week	16-24 November	Various - COM venues and other	Free/Ticketed
	Melbourne Conversations	Variou	Various	Free
	NYE	NYE	Various	Free

DELIVERY MODEL Council Produced / Funded / Independent	EVENT PLAN/PROCESS/ TAKE PART	WEB PAGE OR SEPARATE WEBSITE	SPONSORSHIP	NOTES
Partnership with Victoria Street Business Assoc		Yes	Yes	
Partnership with Hispanic-Latin American Festival and Cultural Association		Yes	Yes	39th year
Presented by Village Festival		Yes		
Presented by Gertrude Projection Association		Yes		
Presented by City of Yarra/ Produced by Multicultural Arts Victoria		Yes		
Partnership with PBS		PBS		
Presented by Grace Darlin Hotel		Yes		
Partnership with Smith Street Working Group				The Smith Street Working Group includes: the Neighbourhood Justice Centre, Yarra City Council, Victoria Police, Co-Health, Eastern Health, MAYSAR and Charcoal Lane.
Produced by Multicultural Arts Victoria - supported by MCC				
Produced by Festival Committee - supported by MCC, Yarraville Club and Port of Melbourne		Yes	Yes	since 1981
Produced by FCAC and supported by MCC		Yes	No	change this year from January to May
Part of the Melbourne International Jazz Festival - sponsored by MCC				
Produced by the City of Melbourne		Yes	Media/Liptons/ Streets/Disney	60 years
Various sponsors - event specific		Yes		
City of Melbourne is the owner, manager and producer of MFW.		Yes	Yes - various	EOI/Partnership/Volunteer ops promoted
Presented by City of Melbourne		Yes https://mmw.melbourne.vic.gov.au/	Yes - various	EOI/Partnership/Volunteer ops promoted
Presented by City of Melbourne		Newsletter		
Presented by City of Melbourne		Yes	Yes - various	
				Our Role in Events Page

COUNCIL	FESTIVAL/EVENT	DATE	LOCATION/VENUE	FREE/TICKETED
PORT PHILLIP	http://www.portphillip.vic.gov.au/festivals.htm			
	St Kilda Festival	2nd Sunday in February - annual	St Kilda Foreshore	Free
	St Kilda Film Festival	17-26 May -annual	Palais Theatre/St Kilda Town Hall	Ticketed
	Major Events - Invites Annual EOI process	What's On Calendar for 2018/2019 not active		
MORELAND	http://www.moreland.vic.gov.au/arts-and-festivals/community-festivals.html			
Promotes as Festivals Moreland	Brunswick Music Festival	4-18 March - annual	Various Brunswick Venues	Free-includes Sydney Road Street Party/ Closing Event - Music for the People/Ticketed - performance program
	Coburg Carnival	22-23 September - annual	Various Coburg venues	Free - presented as part of the
	Fawkner Festa	11-Nov	Smith Reserve, Jukes Road, Fawkner	Free
	Glenroy Festival	29-Apr	Bridget Shortell Reserve, Old Glenroy Primary School Site, Wheatsheaf Road, Glenroy	Free
	Carols by the Lake	8-Dec	Coburg Lake Reserve	Free
DAREBIN	http://www.darebinarts.com.au/programs/festivals-and-events/			
	Darebin Community & Kite Festival	Sunday 25 March	Edwardes Lake Park, Reservoir	Free
	Darebin Homemade Food & Wine Festival	26 May - 3 June	Various	Free and ticketed
	Darebin Music Feast	18-28 Oct	Various	Free and ticketed
	Carols in All Nations	Saturday 9 December	All Nations Park, Separation Street, Northcote	Free

DELIVERY MODEL Council Produced / Funded / Independent	EVENT PLAN/PROCESS/ TAKE PART	WEB PAGE OR SEPARATE WEBSITE	SPONSORSHIP	NOTES
Council Produced/ St Kilda Festival Future Funding - http://www.portphillip.vic.gov.au/stkilda-festival-funding.htm	Programmed and invites applications for the local content on 'local' stages. Poster Design Competition	Own website - http://www.stkildafestival.com.au/	Invites sponsorship	
Council Produced	Programmed	Own website - https://www.stkildafilmfestival.com.au/	Invites sponsorship/ extensive partnerships	
		http://www.portphillip.vic.gov.au/events-promotions.htm		
Council Produced	Programmed and invites applications	Own Website http://www.brunswickmusicfestival.com.au/	Yes - various/invites partnerships	2018 30 Year Anniversary
Council Produced	invites applications/ supports the development of some artists to participate/partners with Fringe	No		
Council Produced	Showcases In collaboration with MoreArt, Moreland City Council's annual art-in-public-spaces art show, Fawkner Festa is providing artists with a unique opportunity to engage communities in the north through an ongoing project that taps into the 'Magic in the North'.	No		
Council Produced		No		
Council Produced		No		
Council Produced		No - directs to What's On page that is empty		
Council Produced		Yes	yes - supporters	
Council Produced	https://musicfeast.com.au/take-part/darebin-live/	Yes	yes - supporters	
Council Produced		No - directs to What's On page that is empty		



Future of Festivals Future State Options	1: Scaled Back Current Program	2: Status Quo Program	3: Darebin Live Seasonal	4: Darebin Live Biennale
Value Proposition	Reduce program elements with the delivery of current suite of festivals and events, scaling back program outputs to offset increased expenditure to address compliance and safety. Cost to Council: \$854,076	Continued delivery of current suite of festivals and events, maintaining current program elements with increased expenditure to address compliance and safety. Cost to Council: \$1.05M	Strategic Vision: Calculated creative risk-taking can lead to extraordinary results – create the space – trust the community! Two yearly 4 week-long festivals run seasonally and delivered as key markers in an annual calendar. Cost to Council: \$1.12M	Strategic Vision: Calculated creative risk-taking can lead to extraordinary results – create the space – trust the community! Bi-annual festival – seasonal festivals – but presented in alternate years. Cost to Council: \$1.2M
Core Business	The current model of festivals which hasn't changed since the 1990's, and includes: <ul style="list-style-type: none"> • Music Feast • Kite Festival • Carols by Candlelight • Homemade Food and Wine Festival • True North 	The current model of festivals which hasn't changed since the 1990's, and includes: <ul style="list-style-type: none"> • Music Feast • Kite Festival • Carols by Candlelight • Homemade Food and Wine Festival • True North 	A new model for the delivery and programming of festivals in Darebin. Festivals incorporate elements of existing festivals but enable collaborations, commissioning and the creation of new works. Festivals celebrate the community, artists and places of Darebin and are inclusive of age, gender, ethnicity, sexuality and ability. Includes: Opening Night and Gala Event and niche neighbourhood programming.	A new model for the delivery and programming of festivals in Darebin. Festivals incorporate elements of existing festivals but enable collaborations, commissioning and the creation of new works. Festivals celebrate the community, artists and places of Darebin and are inclusive of age, gender, ethnicity, sexuality and ability. Includes: Opening Night and Gala Event and niche neighbourhood programming.
Operations	Festival and event producing, programming, coordination and management. Existing Festival and Events Team and Roles: <ul style="list-style-type: none"> • Coordination - Arts Participation • Event Producing & Programming • Permits - Grants & Advisory • Event Coordination • Community Engagement 	Festival and event producing, programming, coordination and management. Existing Festival and Events Team and Roles: <ul style="list-style-type: none"> • Coordination - Arts Participation • Event Producing & Programming • Permits - Grants & Advisory • Event Coordination • Community Engagement 	Outsourced: Artistic Direction In-house operations provide support to artistic vision which is led by artistic director and co-designed with community. <ul style="list-style-type: none"> • Strategic Development & Engagement • Marketing & Communications • Permits - Grants & Advisory (Permit provider) • Event Coordination • Community Engagement Consideration: Operations model encourages interdepartmental connections.	Outsourced: Artistic Direction In-house operations provide support to artistic vision which is led by artistic director and co-designed with community. <ul style="list-style-type: none"> • Strategic Development & Engagement • Marketing & Communications • Permits - Grants & Advisory (Permit provider) • Event Coordination • Community Engagement Consideration: Operations model encourages interdepartmental connections.
Who will Benefit	Primary: Communities and artists attached to current suite of festivals, current programming culture and delivery methodology Secondary: Businesses, suppliers, venues attached and relevant to current suite of festivals and events End User: Community (proximity and familiarity play a role here)	Primary: Communities and artists attached to current suite of festivals, current programming culture and delivery methodology Secondary: Businesses, suppliers, venues attached and relevant to current suite of festivals and events End User: Community (proximity and familiarity play a role here)	Primary: Creative sector and communities from across Darebin, cultures, locations and art-forms Secondary: Industry, local businesses, creative industries, suppliers across Darebin End User: Communities (evolving and changing and responsive)	Primary: Creative sector and communities from across Darebin, cultures, locations and art-forms Secondary: Industry, local businesses, creative industries, suppliers across Darebin End User: Communities (evolving and changing, less responsive)
Intended Outcomes	People (artists, audiences) experience and engage with traditional and recognisable cultural products in places they are familiar with, in Darebin. Current suite of festivals and events includes: Music Feast Kite Festival Carols by Candlelight Homemade Food and Wine Festival True North	People (artists, audiences) experience and engage with traditional and recognisable cultural products in places they are familiar with, in Darebin. Current suite of festivals and events includes: Music Feast Kite Festival Carols by Candlelight Homemade Food and Wine Festival True North Consideration: After 20 years of ongoing delivery of the same products, risk of	An integrated and responsive program structure builds ownership and capacity across industry and community. Positions Darebin as contemporary, artist and community led, critically engaged and embedded in best practice. Generates new work, new place-making initiatives, and connections between new and emerging communities, emerging and established artists, cultures and art-form practices.	An integrated and responsive program structure builds ownership and capacity across industry and community. Positions Darebin as contemporary, artist and community led, critically engaged and embedded in best practice. Generates new work, new place-making initiatives, and connections between new and emerging communities, emerging and established artists, cultures and art-form practices.

	<p>Consideration: After 20 years of ongoing delivery of the same products, risk of becoming irrelevant and non-representative increases.</p>	<p>becoming irrelevant and non-representative increases.</p>	<p>Fosters excellence, innovation and mobility, economic development, professional development and improved perceptions of community safety.</p>	<p>Fosters excellence, innovation and mobility, economic development, professional development and improved perceptions of community safety. Consideration: Biennial Festival is more limited than Seasonal Festival because it packs its offering into one 4-week block. This competes against many existing festivals for space on the broader festival calendar, has reduced scope in terms of placement/locations/activations, restricts mobility or responsiveness to gaps, emerging community needs, neighbourhood niches and community co-design. Concentrated activity risks more weighed down production requirements (larger scale?) and compliance heavy outcomes.</p>																																
<p>Activation</p>	<p>Edwardes Park Lake Live Music venues Northcote Town Hall Arts Centre Darebin Arts Centre All Nations Park</p>	<p>Edwardes Park Lake Live Music venues Northcote Town Hall Arts Centre Darebin Arts Centre All Nations Park</p>	<p>Unlimited scope to explore spaces, places and venues, public and private, indoor and outdoor, and across Darebin. This may include traditional venues, and Council buildings, such as: community hubs, leisure centres and libraries, plus: businesses, shopfronts, parks and gardens, streets, laneways and neighbourhoods.</p>	<p>Scope to explore spaces, places and venues, public and private, indoor and outdoor, and across Darebin. This may include traditional venues, and Council buildings, such as: community hubs, leisure centres and libraries, plus: businesses, shopfronts, parks and gardens, streets, laneways and neighbourhoods.</p>																																
<p>Budget Breakdown</p>	<table border="0"> <tr><td>Staffing</td><td>459,178</td></tr> <tr><td>Kite Festival</td><td>81,064</td></tr> <tr><td>Music Festival</td><td>121,366</td></tr> <tr><td>Welcome Event</td><td>15,000</td></tr> <tr><td>Events Partnership</td><td>50,000</td></tr> <tr><td>Events Local (carols)</td><td>38,051</td></tr> <tr><td>True North Festival</td><td>32,770</td></tr> <tr><td>Homemade</td><td>56,647</td></tr> </table>	Staffing	459,178	Kite Festival	81,064	Music Festival	121,366	Welcome Event	15,000	Events Partnership	50,000	Events Local (carols)	38,051	True North Festival	32,770	Homemade	56,647	<table border="0"> <tr><td>Staffing</td><td>459,178</td></tr> <tr><td>Kite Festival</td><td>121,596</td></tr> <tr><td>Music Festival</td><td>182,049</td></tr> <tr><td>Welcome Event</td><td>22,500</td></tr> <tr><td>Events Partnership</td><td>50,000</td></tr> <tr><td>Events Local (carols)</td><td>57,076</td></tr> <tr><td>True North Festival</td><td>49,155</td></tr> <tr><td>Homemade</td><td>84,970</td></tr> </table>	Staffing	459,178	Kite Festival	121,596	Music Festival	182,049	Welcome Event	22,500	Events Partnership	50,000	Events Local (carols)	57,076	True North Festival	49,155	Homemade	84,970	<p>Staffing \$600,000 Programming \$205,000 Production \$65,000 Communications and Marketing \$60,000 Contingency \$186,000</p>	<p>Staffing \$600,000 Programming \$205,000 Production \$120,000 Communications and Marketing \$60,000 Contingency \$197,000</p>
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8.3 WELCOMING CITIES REFERENCE GROUP TERMS OF REFERENCE**Author:** Manager Equity and Wellbeing**Reviewed By:** Acting General Manager Community

PURPOSE

To seek Council's endorsement of the proposed Welcoming Cities reference group terms of reference (ToR), including the purpose, membership and scope.

EXECUTIVE SUMMARY

Welcoming Cities aims to support local councils to become more welcoming and inclusive of new communities through application of the Australian Standard for Welcoming Cities (The Standard). Welcoming Cities is conceptually based on the existence of two communities in Australia: the receiving (implicitly, the already-belonging) community and migrant (implicitly, aspiring to belong) communities. The Standard provides an opportunity for Council to benchmark and enhance its existing work to promote cultural diversity and inclusion.

The proposed Welcoming Cities Reference Group will facilitate, monitor and guide Council's progress towards achieving the indicators outlined in The Standard and progressing through the levels of The Standard. Council is currently at the 'Committed' level of the Standard with the intention to progress to the Established level before the commencement of the Reference group.

The Reference Group membership seeks to reflect the diversity of the 'migrant community' and encompasses the six categories of the Standard. The membership also seek to adequately reflect the experience of our First Nations people as members of the already-belonging community.

Recommendation

That Council;

- (1) Endorses the proposed Darebin Welcoming Cities Reference Group Terms of Reference, to be finalised by the Welcoming Cities Reference Group at the inaugural meeting in February 2019.

BACKGROUND / KEY INFORMATION

This briefing is in response to a resolution from the Council meeting held on 7 August 2017.

Previous Council Resolution

At its meeting held on 7 August 2017, Council resolved:

'That Council:

- (2) *Establishes a reference group to facilitate and monitor the progress towards achieving the guidelines in the Welcoming Cities Standards.*
- (3) *Receive a report on appropriate terms of reference regarding the reference group in October 2017*

COMMUNICATIONS AND ENGAGEMENT

Consultation

Welcoming Cities Office
Human Rights Officer
Diversity Policy Office
Aboriginal Contact Officer
Multicultural Affairs Officer

Community agencies and groups have been informed that Council is a Welcoming Cities member following endorsement in August 2017. Reference group members will be provided with opportunity to comment on the terms of reference at the first meeting to ensure alignment and support the development and engagement process.

Communications

A communications and engagement plan will be developed. This will announce the new reference group and will be used to promote the recruitment of community members once the proposed ToR is endorsed. It will also promote Council's position as a Welcoming Cities member.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 5 - Involving our diverse community

Environmental Sustainability Considerations

There are no environmental sustainability considerations pertaining to the proposed terms of reference or reference group.

Equity, Inclusion and Wellbeing Considerations

The establishment of the terms of reference and associated reference group strongly reflect Council's commitment to promoting equity, inclusion, human rights and wellbeing. It provides an opportunity to strengthen and extend Council's work in supporting multiculturalism, community harmony, anti-racism and combating race-based discrimination, and ensure decision making is informed by lived experiences of asylum seekers, refugees, newly arrived migrants and international students. The reference group will be a mechanism to a strengthen community engagement on these issues/experiences.

Cultural Considerations

Council's cultural infrastructure will support this project, particularly through the Intercultural Centre (via its staff, facilities and programming).

Economic Development Considerations

Economic Development is one of the categories of the standard and seeks to facilitate access, by both receiving and migrant communities, to opportunities for employment, business development and entrepreneurship. This will be an area of consideration for the reference group.

Financial and Resource Implications

The establishment of the terms of reference and reference group can be met within existing budgets. Actions identified to meet the criteria and indicators of the Standard outside existing resources will be referred to future budgets.

Legal and Risk Implications

The proposed terms of reference outlines expectations regarding the conduct of reference group members and specifics expectations regarding confidentiality and conflict of interest which members must adhere to.

DISCUSSION

Welcoming Cities Standards: Structure and Assessment

Welcoming Cities is a national network of cities, shires, towns and municipalities across Australia and part of a network of more than 135 globally with a focus on knowledge sharing, peer support and membership exchange. An initiative of the Scanlon Foundation and Welcome to Australia, Welcoming Cities aims to support local councils to become more welcoming and inclusive of new communities through application of the Australian Standard for Welcoming Cities (The Standard).

The Standard establishes a framework for local councils to benchmark their cultural diversity and inclusion policies and practices across the organisation, identify where and how further efforts could be directed and assess progress over time. The initiative recognises that local councils are already addressing elements of the Standard. Rather than duplicate, the Standard validates existing efforts and recognises the connections to fostering cultural diversity and inclusion.

Welcoming Cities recently updated the Standard, in particular refining the number and nature of categories. The new categories in the Standard are:

1. Leadership
2. Social and Cultural Inclusion
3. Economic Development
4. Learning and Skills Development
5. Civic Participation
6. Places and Spaces

The update has also seen change of language with 'aspirational principles' and 'guidelines' renamed 'principals' and 'criteria.'

Local Councils are evaluated periodically to assess their progress in becoming a Welcoming City. There are five levels of Welcoming which Councils can obtain:

- Committed
- Established
- Advanced
- Excelling
- Mentoring

The organisation is currently at the entry level of 'Committed' which enables Darebin Council to have access to Welcoming Cities network and its information resources. In relation to more advanced levels, ('Excelling' and 'Mentoring') an external assessment process would be required with an associated cost of up to \$20,000.

It should be noted that Welcoming Cities is still establishing aspects of its status, role and functions and at the time of writing this report the progress and evaluation methodology is still being considered by the Welcoming Cities State Office. Darebin Council, as an inaugural member since 2017, has served as one of three key pilot sites to implement and test the Standard, and feedback into the overall structure of the Welcoming Cities model.

Welcoming Cities work to date

Council has an active and proud history in working to promote cultural diversity and inclusion. This provides a strong platform to engage in the Welcoming Cities Standard to enhance and further develop this work. To date Council's Welcoming Cities work has been implemented through a range of activities and programs outlined in the Council Plan, Health and Wellbeing and other strategic documents. This has been without the involvement of a specific reference group.

Council is currently at the *Committed* level and is undertaking a self-assessment process to advance to the *Established* level. This will include the development of a Welcome Plan to establish, drive and capture progress across the six categories. At this stage, the current functions of Council's Multicultural Action Plan and the Equity, Inclusion and Wellbeing Planning and Audit Tool may adequately cover what would otherwise be contained in a Welcome Plan. This will be discussed further with Welcoming Cities as part of Council's first self-assessment.

As a Welcoming Cities member, Council has also been involved in regional activities, including the Mayor speaking out in solidarity with South Sudanese residents in response to media reporting of 'African gang' related crime, a joint initiative with seven other Melbourne Mayors.

Scope of Welcoming Cities and connections to existing work

While Welcoming Cities uses broad definitions and language (for example it talks about supporting 'social inclusion' and 'diversity'), its primary focus is on ensuring that our city is welcoming, safe and provides a sense of belonging to migrants.

Migrants are defined as "people of any migrant status born overseas" – which effectively includes asylum seekers, refugees, any person born overseas and now settled permanently in Australia, and international students. The draft terms of reference therefore empower the reference group to provide expertise on the specific issues of racism, race-based discrimination, multiculturalism and cultural diversity.

Aboriginal and Torres Strait Islander People within Welcoming Cities

Welcoming Cities is conceptually based on the existence of two communities in Australia: the receiving (implicitly, the already-belonging) community and migrant (implicitly, aspiring to belong) communities.

The systemic racism and discrimination experienced by Aboriginal and Torres Strait Islander communities is not well articulated within Welcoming Cities' standard. The concept does not adequately reflect the experience of our First Nations people and it implies they experience a status of 'already-belonging'. The positioning of the already-belonging as being resource- and capacity-rich is also problematic.

In recognition of this, two Aboriginal-identified positions have been included in the proposed membership of the reference group.

Proposed Terms of Reference

The role of the reference group will be to:

- Provide input into activities and programs.
- Facilitate and monitor council's progress towards achieving the principles and criteria across the six categories of the Welcoming Cities standard.

A draft terms of reference is attached for Council's consideration. It recommended that the draft be finalised with input from the reference group members once appointed.

It is proposed that the groups meets four times per year, for a two years term, commencing in February 2019. The reference group will be reviewed at the 18 month point to determine the ongoing role of the group.

With the release of the new and updated Standard (2.0) this will also provide an opportunity for Council to also consider the level of ambition as a Welcoming Cities member, noting that higher stages ('Excelling' and 'Mentoring') include formal external assessment with an associated cost of approx. \$20,000.

Membership

Consideration has been given to a mix of membership that reflects the diversity of the 'migrant' community and encompasses the six categories of the Standard.

The Councillor appointed to the committee will undertake the role of Chair.

Who	No.
Councillor (s)	1
Darebin Interfaith Committee Darebin Aboriginal Advisory Committee Darebin Ethnic Communities Council	3
Representatives from 'migrant' communities	3
Representative from local Aboriginal community	1
Representatives of local multicultural/migrant and anti-racism agencies or organisations <ul style="list-style-type: none"> • AMES • Spectrum Migrant Resource Centre • Victorian Equal Opportunity & Human Rights Commission (VEOHRC) 	2
TOTAL (voting members)	11
Council Officers (Manger Culture and Transformation, Manager Equity and Wellbeing Multicultural Affairs Officer (non-voting)	3

Equitable and robust representation of lived experiences of racism and multiculturalism will be important to this work. Three positions are proposed for community representative agencies and seven positions are proposed for community members. Other agencies, such as Victoria Police will be invited to participate as required when relevant.

Support will be provided between meetings via officers to grow the capacity of these members as/if needed. It is recommended that election of community members occurs via an Expression of Interest (EOI) process with priority groups being (a) women and (b) young people aged 18- 30 years, reflecting the historical lack of representation of these people in Council forums and committees.

Executive support

The Multicultural Affairs Officer will provide secretariat/administrative support to the reference group. The Terms of Reference provides for additional Council officers (non-voting members) and organisations to attend as required and when relevant to the agenda.

OPTIONS FOR CONSIDERATION

Option One (recommended)

That Council endorse the proposed Welcoming Cities Reference Group terms of reference. It is recommended that the ToR be finalised following input from the Welcoming Cities Reference Group at the inaugural meeting in February 2019.

Option Two

Council continues to progress its work towards meeting the Welcoming Cities Standard without the establishment of the proposed reference group and terms of reference. External input and engagement will enhance Council's work in this space and provide a stronger platform to engage community in the Welcoming Cities concept. As a result this option is not recommended.

IMPLEMENTATION STRATEGY

Details

Planning for the EOI process has been undertaken and the EOI process will open once the terms of reference has been endorsed.

Communication

A Communication and Engagement Plan will be developed to re-promote Council as a member of Welcoming Cities, announce the formation of the new reference group and assist with the EOI process to recruit members.

Timeline

November 2018	Communications and Engagement Plan finalised
Late November 2018	C&E Plan enacted including promotion and EOI
December 2018 - Jan 2019	EOI process enacted & first meeting scheduled
February 2019	Reference group membership endorsed by Council
Late February 2019	Inaugural meeting of reference group held and groups endorsement of ToR.
June 2020	Review of Reference Group and Welcoming Cities progress

RELATED DOCUMENTS

- Welcoming Cities Standard

Attachments

- Welcoming Cities Reference Group Draft Terms of Reference (**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.



Welcoming Cities Reference Group
DRAFT TERMS OF REFERENCE 2018

Welcoming Cities Reference Group

DRAFT TERMS OF REFERENCE 2018

1. Introduction

The Darebin Welcoming Cities Reference Group (Reference Group) seeks to ensure that Darebin City Council (Council) meets its commitment to be a Welcoming City.

The Darebin Welcoming Cities Reference Group is a forum comprising representatives from

- government bodies
- community agencies and organisations
- existing Council advisory committees and
- the Darebin community

who share a collective commitment to a welcoming, inclusive and cohesive community where everyone can belong and participate in social, cultural, economic and civic life.

The Reference Group will facilitate and monitor Council's progress towards achieving the principles and criteria in the Welcoming Cities Standard.

The Standard allows member Councils across Australia to:

- Benchmark their cultural diversity and inclusion policies and practices across the organisation;
- Identify where and how further efforts could be directed;
- Assess their progress over time.

Membership of the Welcoming Cities network builds on Darebin City Council's long-standing commitment to equity, inclusion, social justice and human rights. It particularly encapsulates Council's support of cultural diversity and strong anti-racism stance and work. This work acknowledges the continued exclusion and racism experienced by Aboriginal and Torres Strait Islander people with membership on the Reference Group reflecting this intersection.

2. Purpose

The purpose of the Reference Group is to facilitate and monitor Council's progress towards achieving the principles and criteria across the six categories of the Welcoming Cities Standard.

The Reference Group provides a 'whole of community' partnership response to Council's Welcoming Cities commitments in achieving welcoming and cohesive city where everyone can belong and participate in all aspects of community life.

The Reference Group will inform and support the development and monitoring of the actions and strategies implemented by Darebin Council to meet the Welcoming Cities Standard. The Reference Group will provide strategic and practical advice, a basis for partnerships, as well as input from community members.

Members of the Cities Reference Group will also represent and advise on issues impacting on residents' and community experiences of a sense of welcome and belonging in the Darebin community and beyond.

2.1. Policy context

The Darebin Welcoming Cities Reference Group supports Darebin City Council's goals articulated in the Council Plan 2017-2021:

- Goal 2: Opportunities to live well.
- Goal 3: A liveable city.
- Goal 5: An equitable and diverse community.

Welcoming Cities commitments are captured in Council's Equity, Inclusion and Human Rights Framework (draft) and reflected in a range of additional frameworks and action plans:

- Darebin Health and Wellbeing Plan 2017-2021
- Darebin Aboriginal Action Plan (draft)
- Darebin Council Community Engagement Framework 2012-2017
- Darebin Gender Equity and Preventing Violence against women Action Plan (draft)
- Darebin Human Rights Action Plan (draft)
- Darebin Sexuality, Sex and Gender Diversity Action Plan (draft)

2.2. Guiding principles

The Darebin City Council's Welcoming Cities Reference Group aligns to the principles set out in the Australian Standard for Welcoming Cities, affirming that:

- Aboriginal and Torres Strait Islander people are recognised as the First People of this nation and the Traditional Owners and custodians of the land. As such Aboriginal and Torres Strait Islander people should be engaged as leaders in welcoming activities.
- Cultural diversity and inclusion are paramount and should be advanced through collaboration within Council and cooperation and partnerships between Council, the local community and other government and community agencies and organisations.
- Relationships between newly arrived/migrant and receiving/established communities should be facilitated to address racism and promote social cohesion - noting diversity of experience, identity, resources and status.
- All residents should have equitable access to Council services and assets, as well as opportunities for employment, business development and entrepreneurship, removing systemic barriers as needed. All residents should be equally supported to participate in the community and encouraged to participate in civic life. All residents should be engaged in design process for urban planning so that public spaces and facilities enhance liveability, social cohesion and inclusion.
- It is essential to engage the receiving/established communities in ways that build greater understanding of why welcoming work is important. Both receiving and migrant communities should be supported to develop the skills and opportunities required to foster social cohesion.
- People of all backgrounds have unique talents and experiences that they contribute to our community. These should be valued to make our communities vibrant, and welcoming.
- The voice and experiences of both new arrivals and the broader community are critical to defining a welcoming agenda.

2.3. Objectives

The objectives of Darebin's Welcoming Cities Reference Group are to:

- Support Council to achieve the principles and criteria in the Welcoming Cities Standard, including providing advice on the development for a Welcoming City Plan that further embeds Council's anti-racism stance and commitment.
- Identify opportunities for collaboration and partnership development to support newly arrived/migrant communities.
- Share information around work and projects that contribute to a sense of inclusion and improve a sense of belonging and inclusion in the Darebin community.
- Facilitate a whole-of-community approach to building social and cultural inclusion, economic engagement and civic participation.
- Provide a platform for individuals or community groups to raise issues of inclusion, social cohesion or experiences of race-based discrimination issues.
- Support broader projects that promote best practice in creating a welcoming city and seek to pilot innovative projects as appropriate.
- Identify and provide recommendations back to Council as appropriate.

3. Membership

Membership of Darebin Welcoming Cities Reference Group will include representatives with:

- Expertise in matters relating to the experience of migration/migrants, and/or racism/race-based discrimination
- Interest in developing partnership responses with the local community to enhance a sense of welcome, inclusion and belonging.
- Commitment to integrated collaborative planning and community participation in strategies and projects that improve levels of community welcome, inclusion and belonging in Darebin.

Membership will comprise of 11 voting members:

- A nominated Darebin Councillor.
- **Four community members** to be recruited via an Expression of Interest (EOI) process.
- **Three members from existing committees**, representative from each of:
 - Darebin Ethnic Communities Council;
 - Darebin Aboriginal Advisory Committee
 - Darebin Interfaith Council

- **Three representatives from a community and migrant support agencies** in the City of Darebin, includes:
 - AMES
 - Spectrum Migrant Resource Centre
 - Victorian Equal Opportunity and Human Rights Commission (VEOHRC)

Other agencies and groups might be invited to contribute or to a specific meeting as deemed necessary by Council and the reference group.

- Membership will be by invitation from Council for agencies and organisations. Nominations will be sought from DECC, DAAC and DIC.
- A recruitment round will be undertaken for the community members.
- Membership is for two years but will be reviewed annually to determine any gaps.

The reference group will be supported by at a Council officers who will not be a member. Manager Culture and Transformation and the Manager Equity and Wellbeing will also participate as non-voting members.

Additional Council Officers will attend as required. Officers are non-voting participants.

Other agencies will be invited to participate as required when relevant, as non-voting participants

3.1. Membership diversity

The Reference Group should seek to reflect the full diversity of the Darebin community and the different lived experiences of racism and multiculturalism. This will be a key consideration in the selection and recruitment of members. The Reference Group will seek to build and reflect diversity within membership and be inclusive in practice.

4. Terms and method of invitation

4.1. Method of invitation

Membership to Welcoming Cities Reference Group will be through invitation from the Darebin City Council.

4.2. Terms of membership

Appointments to the Reference Group will be for a period of two years. Each year the supporting officer will review appointments and invitations will be made to the relevant agencies.

5. Meetings and procedures

The Reference Group will meet at Council's offices four (4) times a year, with the possibility to organise additional meetings as required. Dates and times of the meetings will be determined by Council, taking into consideration members' constraints. Meetings may be hosted by member agencies and may focus on a particular topic or theme.

Where the group wishes to make recommendations to Council, a consensus of all members present will be sought.

In the absence of such consensus, and provided there is a quorum of at least half of the members (apart from Councillor(s)/Chair and officer(s)) present at the meeting, the recommendation will be put to a vote with the majority recommendation being endorsed as the group's. Officers can never take part in the vote. In the event of a tie, the Chair may exercise a casting vote.

5.1. Chairperson

The appointed Councillor shall undertake the duty of Chair.

The responsibilities of the Chair include:

- Guiding the meeting according to the agenda and time available,
- Facilitating fruitful discussions,
- Assisting members to abide by the Code of conduct (see 5.4. below), including by taking action in case of breaches,
- Reviewing and approving minutes before distribution as needed,
- Where appropriate, updating Council on the progress and discussions of the reference group.

5.2. Officer support

Darebin City Council's Multicultural Relations Officer will take responsibility for providing executive support to the Reference Group including provision of meeting agendas and minutes. Reference Group agendas will be forwarded to the reference group members by email no later than one week (five working days) before a scheduled meeting.

Minutes will be provided to Reference Group members no later than two weeks (ten working days) after a scheduled meeting, including details of proceedings and clearly expressed resolutions (where applicable), and including relevant documentation as attachments where necessary.

The Multicultural Relations Officer will coordinate the implementation of Reference Group meeting outcomes, monitoring and evaluation. The implementation may involve Reference Group members or staff from their agencies. Agencies and organisations not directly represented on the Reference Group may be involved.

Records of agendas and minutes will be maintained in accordance with *Public Records Act* requirements.

5.3. Recommendations to Council

The role of the Reference Group is to provide advice to Council. As such it does not have any decision-making powers.

The Reference Group does not have an operational role and may not direct Council staff in the performance of their duties.

5.4. Conduct of Reference Group members

Members will:

- Act honestly and treat others with respect. Failure to do so will be dealt with by the Chair as appropriate
- Exercise reasonable care and diligence

- Not make improper use of their position or make improper use of information acquired because of their position.
- Ensure their behaviours reflect Council's commitments to equity, diversity and wellbeing, in particular those outlined in Goal 5 of the 2017-2021 Council Plan.
- Ensure that their behaviour reflect Council's values of Respect, Accountability, Transparency and Collaboration.

Where there is a requirement for confidentiality, this is to be noted in the minutes if the matter arises during a meeting, or made clear to members if arising in communication outside of a meeting (e.g. provision of a draft policy ahead of a meeting, for discussion and feedback at the meeting), and addressed accordingly.

Members must disclose a conflict of interest in relation to any matter the Reference Group is concerned with or that the Reference Group will, or is likely to, consider or discuss. The conflict of interest, including the nature of the relevant interest, must be disclosed before the matter is considered and must be recorded in the minutes.

Members of the Reference Group are not authorised to speak to the media or make public statements on behalf of the Reference Group, nor of Council. In that case, any engagement with the media will be in accordance with Council's standard media and communications policy.

Members are authorised to disclose general information such as objectives of the Reference Group, membership procedures, list of activities and information in regard to any issues that have already been previously dealt with and approved in the Reference Group's discussions.

6. Monitoring and evaluation

The Darebin Welcoming Cities Reference Group will be reviewed 18 months into the first two year term via a number of methods (including reflective self-evaluation of the Reference Group) to ensure that the Reference Group is achieving its objectives and is relevant to council's aspirations relating to the Welcoming Cities Standard.

6.1. Reporting to Council

The Reference Group will report to Council on actions and outcomes achieved on an annual basis.

8.4 2018–19 QUARTER 1 PROGRESS REPORT**Author:** Coordinator Planning and Reporting**Reviewed By:** General Manager Governance and Engagement

PURPOSE

To provide a comprehensive update on Council's progress over the period 1 July to 30 September 2018 regarding:

- The implementation of the 2018–19 Council Plan Action Plan
- The 2018–19 capital works program
- The quarterly financial statements.

EXECUTIVE SUMMARY

Council is required by the *Local Government Act 1989* to prepare a Council Plan containing the strategic objectives of Council, strategies for achieving those objectives, and indicators to monitor the achievement of those objectives.

In accordance with Council's commitment to continuous improvement and transparency, attached is an integrated progress report that provides in detail an update not only on the Council Plan actions, but also the capital works program and the financial statements. The report covers the period from 1 July to 30 September 2018.

To comply with the *Local Government Act 1989*, the report includes the following comparisons for the three months ended 30 September 2018:

- Actual and budgeted operating revenues and expenses
- Actual and budgeted capital revenues and expenses
- Actual and budgeted movements in the balance sheet
- Actual and budgeted movements in the cash flow statement.

Recommendation

That Council notes the 2018–19 Quarter 1 Progress Report.

BACKGROUND / KEY INFORMATION

Council is required by the *Local Government Act 1989* ('the Act') to prepare a Council Plan containing the strategic objectives of Council, strategies for achieving those objectives, and indicators to monitor the achievement of those objectives. Supporting the Council Plan is an annual action plan that outlines the principal activities that will be undertaken over the course of each financial year.

Under the Act, the Chief Executive Officer must also ensure that every three months a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented at a Council meeting which is open to the public.

In response to the requirements described above, as well as the Council resolution requesting quarterly updates on progress against the action plan, the attached report now covers the progress against the action plan, the investment in our infrastructure (capital works) and the resources that are allocated to deliver these outcomes (financial statements).

Previous Council Resolution

At its meeting held on 22 June 2017, Council resolved:

“That Council receive quarterly updates on progress of the Action Plan.”

Communications

A communications plan has been prepared, which includes distribution through the Darebin corporate website, the Darebin 2021 Council Plan website and social media.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

This is relevant to Council Plan Strategy 6.3 “We will communicate our progress on the actions in this Council Plan to residents, community leaders, community organisations, business, industry, and Victorian and Federal governments to ensure we can all act together.”

Environmental Sustainability Considerations

The Council Plan has a specific goal that addresses Council’s commitment to environmental sustainability, which is a theme that runs through the goals of the plan.

Equity, Inclusion and Wellbeing Considerations

The Council Plan has a specific goal that addresses Council’s commitment to equity and the development of programs that benefit all, including our most vulnerable.

Cultural Considerations

The Council Plan has a specific goal that recognises that our diverse community is our greatest asset.

Economic Development Considerations

The Council Plan has a specific goal that addresses Council’s commitment to support and attract local businesses and industries.

Financial and Resource Implications

The report includes a financial report for the three months ended 30 September 2018.

Legal and Risk Implications

There are no risks associated with the development of the progress report.

DISCUSSION

The attached progress report contains a detailed update on the Council Plan actions, the capital works program and the financial statements for the three months ended 30 September 2018.

The financial statements contain the following summaries:

Operating performance

For the three months ended 30 September 2018, Council has recorded an operating surplus of \$96.86 million, which is \$2.46 million ahead of the year-to-date budget. After eliminating capital and other items, the adjusted underlying surplus is \$95.33 million, which is \$2.35 million ahead of budget. The main items contributing to this favourable variance are employee costs, materials and services and other expenses.

Capital performance

For the three months ended 30 September 2018, Council has expended \$5.88 million on the capital works program, which is \$1.77 million behind the year-to-date budget. The variance is due mainly to delays in buildings works, computers and telecommunications, and bridges.

As at 30 September 2018, a further \$5.47 million has been committed by way of issued purchase orders. Commitments are not reflected in the reported capital expenditure.

Financial position

The financial position as at 30 September 2018 shows a cash and investment balance of \$77.41 million, which is \$16.18 million ahead of budget. The variance is mainly due to timing differences in receipt of rates, user fees, payments to employees and suppliers, payments for capital works and a higher opening cash and investment position compared with budget. The cash and investment balance of \$77.41 million was sufficient to meet restricted cash and intended allocation obligations of \$32.84 million at the end of September. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations such as cash held to fund future capital works.

The net current asset position is \$156.77 million, which is \$12.86 million more than budget.

The net asset position of \$1.62 billion is \$151.18 million more than budget.

The attached progress report also includes updates on all 210 actions from the Council Plan Action Plan and the 16 Big Actions from the Council Plan. Highlights from the first quarter include the following.

- More than 250 solar systems have been installed in the first quarter through Darebin's Solar Saver Program.
- The Regent Street crossing along the Great Western Shimmy Route, and the Station Street crossing on the Christmas Street shimmy route have been completed.
- The Recycle Right Campaign was launched on 27 September 2018.

- The tree planting program has continued, with more than 300 trees planted in parks and more than 1,000 street trees planted since the beginning of July.
- Designs for improved play spaces at Bundoora Homestead, Bundoora Park Farm, All Nations Park, LW Williams Reserve, Gresswell Grange Reserve, Rona Reserve and LE Cotchin Reserve have been completed.
- Council's advocacy efforts were instrumental in gaining a pre-election commitment from the Premier to fund the concurrent removal of all four level crossing crossings in Preston, including Oakover Road, Bell Street, Cramer Street and Murray Road.
- Council delivered a successful Job Fair in partnership with Northland Shopping Centre, with more than 1000 young people and 18 retailers participating.

OPTIONS FOR CONSIDERATION

- Note the 2018–19 Quarter 1 Progress Report. This is the recommended option as it complies with the strategic aims of the Council Plan.
- Do not note the 2018–19 Quarter 1 Progress Report. This is not the recommended option.

IMPLEMENTATION STRATEGY

Communications

Once formally noted by Council, the 2018–19 Quarter 1 Progress Report will be promoted using a variety of communication channels.

Timeline

- Implement the communications plan using the Darebin corporate website, the Darebin 2021 Council Plan website and social media.
- The 2018–19 Quarter 2 Progress Report for the period ended 31 December 2018 will be prepared in January 2019.

RELATED DOCUMENTS

- Council Plan 2017–21
- 2018–19 Council Plan Action Plan
- 2018–19 Annual Budget

Attachments

- Council Plan Action Plan Progress Report - 1st Quarter 2018-19 (**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.



**COUNCIL PLAN
ACTION PLAN
PROGRESS
REPORT
2018—19**

Quarter 1



INTRODUCTION

Welcome

Darebin Council aspires to be a greener, bolder, more connected city. We are working hard to address the critical issues affecting our community including the climate emergency, unprecedented growth and change, and growing inequality. Please read on to see what we've done to meet these challenges in the first quarter of the 2018-19 Financial Year.

How to Read This Report

This document outlines our progress in completing the Council Plan Action Plan 2018-19. The report comes in three sections:

1. The Big Action Progress Report covers the status of the 16 priority projects that Council has set in its Council Plan for 2017-21.
2. The Capital Works Summary which provides highlights so far from some of the 115 projects in our Capital Works Program.
3. The Action Plan Update covers the items from the 2018-19 Council Plan Action Plan. The Actions are arranged by Council Plan goal and each page has two columns. The column on the left has the heading '2018-19 actions working towards targets'. This column shows the Action that should be completed by the end of the financial year. The right hand column displays the progress comments as at 30 September 2018.
4. The Financial Reference complements the Progress Report and includes information from the Financial Statement including an Executive Summary of Operating Performance, Capital Works Performance and a Financial Overview.

Darebin at a Glance

The City of Darebin is one of Australia's fastest growing areas, located in the northern suburbs of Melbourne, covering an area of around 53 square kilometres of land encompassing the areas of Bundoora, Kingsbury and Macleod, Fairfield and Alphington, Northcote, Preston, Reservoir, Coburg and Thornbury. Darebin is changing as Melbourne's population grows, and its suburbs are becoming highly sought after places to live because of good transport, amenity and access to employment. Around 40% growth is expected in the next 20 years.

We are home to one of the largest, most diverse communities in Victoria in terms of culture, language (around 140 languages are spoken), religion, socioeconomic background, employment status, occupation and housing need. We have one of the largest populations of Aboriginal and Torres Strait Islander (ATSI) residents in metropolitan Melbourne. We know that one in five Darebin residents is affected by a disability of some kind, and that almost one-third require assistance. Nearly 6 percent of our population, 16 years and over, identify as bisexual, gay, lesbian or 'other' sexuality. While the social and economic prosperity of Darebin is changing with more residents earning higher incomes, there are many people in Darebin who experience disadvantage and our unemployment rate of 6.3 percent is higher than the greater Melbourne figure of 5.9 percent.

Our Services

The City of Darebin provides well over 100 services to residents, businesses and community groups, from the early years – maternal and child health and family services – through to retirement and seniors activities.

Services are also available to support new businesses, maintain roads, footpaths and drains, and provide waste collection, youth services, libraries, sports grounds, arts programs, festivals and more.

Our Plan for a Greener, Bolder, More Connected City

Guiding the way Council delivers its services and plans for the future is the 'Council Plan 2017-21'. This Plan was developed following the most recent election and outlines the objectives and aims of Council over its four year term. Development of the Plan included significant community consultation at community forums, festivals and using social media.

Council understands that there are a number of challenges facing our country and community, and has outlined actions that will enable us to meet these head on. To live our vision of being 'A greener, bolder, more connected city' the Council's aspirations are:

1. We will be leaders in creating a sustainable city through local innovation projects that address climate change.
2. We will improve the wellbeing of people in our community by providing opportunities for them to live their lives well.
3. We will ensure our planning system facilitates high quality and sustainable development that extracts social, environmental and economic benefits for our community.
4. We will support and attract a diversity of local businesses and industries by fostering an environment in which they can thrive.

5. We will lead on equity and recognise our diverse community as our greatest asset for solving future challenges.

6. We will be a leading, modern, and open council to meet our challenges, now and in the future. Under each goal of the Council Plan are three strategies dictating how the organisation plans to meet each of these objectives. For more detail on the Council Plan go to www.darebin2021.org

Supporting the Council Plan is an annual Action Plan which sets out our work for the financial year to ensure that the objectives of Council Plan are implemented.





REPORT AGAINST OUR 16 BIG ACTIONS



BIG ACTIONS – COUNCIL PRIORITIES AND PROGRESS

Action 1 Double solar power

Darebin's Solar Saver Program is on track with over 250 solar systems being installed in the first quarter. Residents continue to express interest in the program with our waiting list containing over 750 registrations for the next round of installations. In 2017, Council committed to doubling the amount of solar power installed within the City from 18 megawatts (MW) to 36 MW by 2021. As at 30 September 2018, the total amount of solar power installed is 25.3 MW which means that Council is already 40% of the way to doubling solar capacity.

Status - on target

Action 2 Create a new Darebin Energy Foundation

Council will consider the longer term structure of Climate Emergency Darebin at its February 2019 meeting.

Status - on target

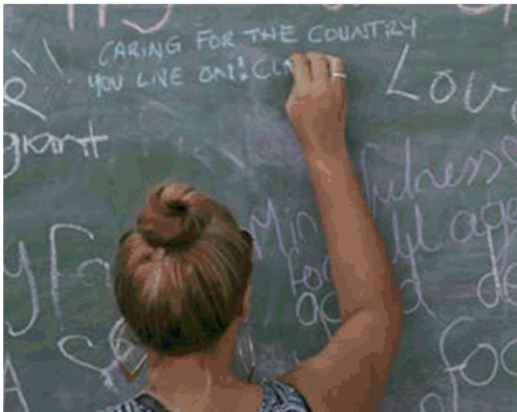
Action 3 Dramatically improve walking and cycling

The Regent Street crossing along the Great Western Shimmy Route and the Station Street crossing on the Christmas Street Shimmy Route have been completed.

Designs for bicycle infrastructure and four pedestrian crossings are in varying degrees of project completion.

Council partnered with Preston Market to run a major cycling promotion event, including a group ride and breakfast, and unveiling of new bike parking. Ride 2 Work Day promoted throughout Darebin with 26 local businesses engaged and a major event organised for October 17 hosted by We Cycle. Six Spring Bike Skills courses were completed.

Status - behind schedule



Action 4

Advocate for better public transport

A partnership with La Trobe University and State Government has been developed to look at broad transport outcomes for the La Trobe Employment Cluster, and the region. This proposal is supported by the recent commitment by the State Government for the metropolitan rail loop which proposes a new railway station at La Trobe University. Council supports this proposal and urges government to actively consider fast tracking this project.

As part of the Northland Urban Renewal Project, east-west public transport connections are being assessed with a view to a future business case.

Council also advocated for a feasibility study to be undertaken on the extension of the Tram Route 11 to Reservoir Station as a priority in Council's pre-election campaign.

Status - on target

Action 5

Establish a Nature Trust to create more open space across Darebin

The Darebin Nature Trust was established in June 2018. Since then, it has met four times and provided feedback into the draft Open Space Strategy with a focus on strategic land acquisition and the preservation and enhancement of biodiversity.

Status - on target

Action 6

Create a new park, playground, oval and children's hub on the site of the old Ruthven Primary School in Reservoir

Council has undertaken investigations to understand the future early years infrastructure needs for this community. Council has also worked with a Community Reference Group to understand their vision for the site. In November Council decided to retain the site for public open space.

Status - behind schedule



BIG ACTIONS – COUNCIL PRIORITIES AND PROGRESS

Action 7

Build a multi-sports stadium

The project scope to build four (4) new indoor netball courts and stadium was approved by Council in June 2018 as part of the Multi Sport Stadium development at 281 Darebin Road, Thornbury. Design for the four outdoor courts has been completed and Council has awarded the construction contract with an anticipated completion date of June 2019.

Status - behind schedule

Action 8

Renew the Northcote Aquatic and Recreation Centre

The project scope for the development options for the Northcote Aquatic and Recreation Centre feasibility study is complete. Council have endorsed that the development of detailed designs for a new facility should commence. Detailed investigations and essential repairs are being undertaken to ensure the business can operate until the site is redeveloped.

Status - behind schedule

Action 9

Reimagine and revitalise seniors clubs

This is being considered as part of the Age Friendly Darebin Review initiated in May 2018.

Status - behind schedule

Action 10

Reinvigorate the Darebin Arts Centre

Following Council's resolution to transition the Northcote Town Hall Arts Centre and Darebin Arts Centre away from Council facilities for hire and into dedicated arts centres, Council has developed Communication Plans, Transition Plans and commenced the process of developing a five-year strategic business plan that will be sustainable and ensure improved cultural outcomes for artists, audiences and community.

In addition to transitioning the Darebin Arts Centre away from a Council facility for hire and into a dedicated arts centre, the Darebin Arts Centre is undergoing a refurbishment of the foyer. These works will ensure the aesthetic standard of the centre meets the expectations of community as well as ensure accessibility for people of all abilities. The public tender for these works closed in October 2018 and works are anticipated to commence in January 2019.

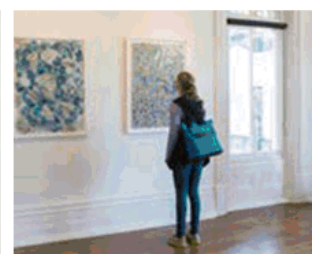
Status - on target

Action 11

Increase our tree canopy and urban forest

The tree planting programs have continued with over 300 trees planted in parks and over 1000 street trees planted since the beginning of July. The planting season winds down from late October and will resume in March-April 2018.

Status - on target



Action 12**Expand our land subdivision levy**

Council's current land subdivision levy (Open Space Levy), collects funds for new and improved open space capacity to help meet the needs of our growing population. Council's draft Open Space Strategy recommends a review and change of the levy's contribution rate. Consultation on the draft Open Space Strategy will commence in November. Once the Strategy is finalised, a process to amend the Planning Scheme is required.

Status - behind schedule

Action 13**Create a developer contributions scheme**

Council has commenced work on the creation of a Developers Contribution Scheme. Council have developed a draft 10-Year Capital Works Plan which identifies the future infrastructure needs. Once finalised, an amendment to the Planning Scheme is required.

Status - behind schedule

Action 14**Create a new suburb for Northland**

Preparation of the Northland Urban Renewal Precinct Structure Plan is underway. Council has completed background work to understand Street Networks, Waste and Energy requirements and Public Realm needs. Additional work has commenced to understand how Council can attract and keep creative industries in the precinct. This work will inform preparation of long term vision for a new suburb and a final Structure Plan.

Status - on target

Action 15**Use the opportunity created by the Government's removal of road and rail crossings**

Advocacy for removal of all four level crossings has been a priority in Council's pre-election campaign. Council's advocacy efforts were instrumental in gaining a pre-election commitment from the Premier to fund if re-elected the concurrent removal of all four level crossings in Preston, including Oakover Road, Bell Street, Cramer Street and Murray Road. Council had also lobbied and gained support for the removal of the High Street Reservoir level crossing works, which have started. Council has also advocated to government to simplify and improve the complex road network adjoining the level crossing as proposed in the Reservoir Structure Plan to deliver broader benefits such as improving pedestrian safety and connection between Edwardes Street and Broadway.

Status - behind schedule

Action 16**Develop a plan for the revitalisation of central Preston**

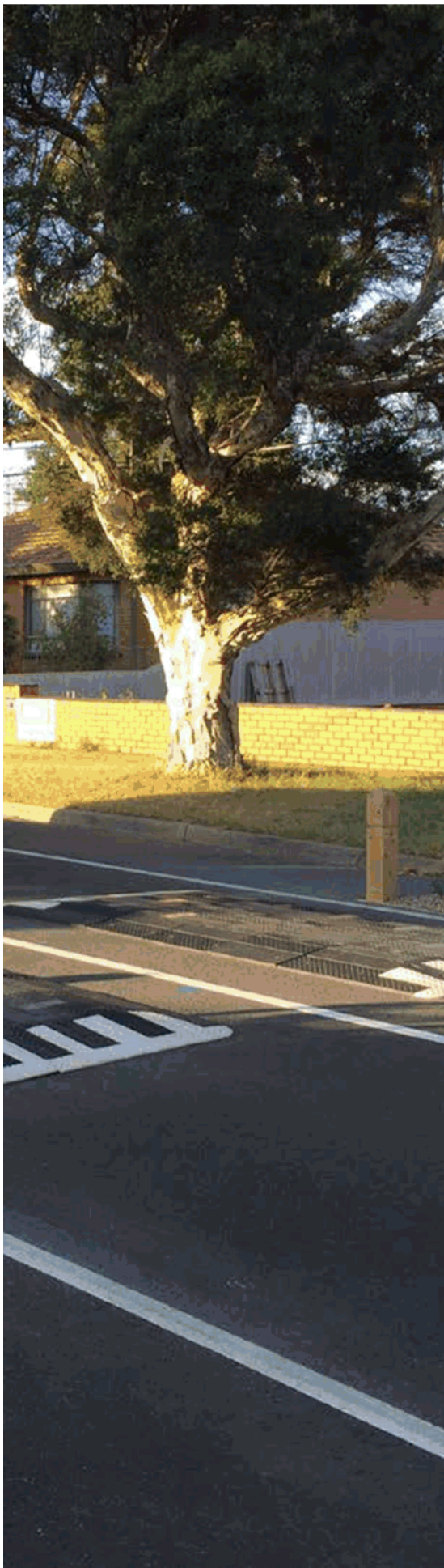
Council has undertaken community engagement activities to develop a new vision for Central Preston. Activities have included targeted stakeholder workshops, street stands and a one day Future Preston Summit held in the Shire Hall. A further community survey will be made available and promoted online in December and Council will be briefed on the outcomes of the community engagement and next steps in the Future Preston program early in 2019.

This work intersects with several other important strategic exercises for Council, including the level crossing removal and station redevelopment at Bell Station (and potential additional level crossings in Preston) and the review of the planning controls for the Preston Market.

Status - on target







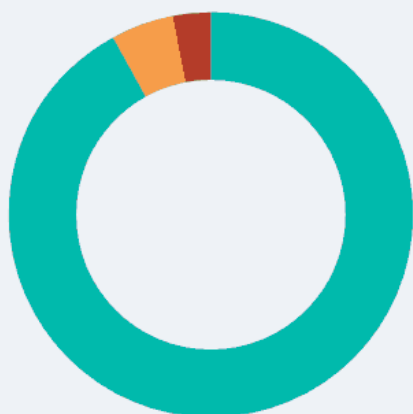
CAPITAL WORKS



CAPITAL WORKS

First Quarter 2018-19

Overall Performance



- 92% On track
- 5% In danger of missing target
- 3% Missed target

This is the second year of the Council Plan 2017-21. Darebin's Capital Works program continued Council's strong investment in new and renewed infrastructure. In the Annual Budget 2018-19, Council committed \$52.2 million to its 2018-19 Capital Works program of 115 projects. Capital expenditure for 2018-19 will include \$15.73 million on new assets, \$24.59 million on asset renewal, and \$11.87 million on asset upgrades and expansion works. Some of these projects are being delivered over several financial years.

As at 30 September 2018, 92% of projects are on track, 5% are in danger of missing target and 3% have missed target. Council is working to ensure a successful delivery of these projects within the 2018-19 Financial Year.

From a budget perspective, actual spend to date is \$5.88M, which is an improvement on the average spend of \$4.65M at the end of first quarter for the previous 6 years.



Completed Works

By 30 September 2018, several projects have already been completed including:

Dundas Bridge

Actual expenditure 2018-19: \$0.67 million

Darebin and Banyule City Councils allocated funding to replace a jointly owned share-path bridge over the Darebin Creek. The previous timber bridge was approximately 30 years old and in poor condition. Darebin Council managed the investigations, design, tender and construction stages of the new bridge. The new steel structure is compliant with current Australian Standards for accessibility and cycling infrastructure. It is made of more durable materials and requires less maintenance than its predecessor, and has an expected service life of 70-100 years. It also has a wider deck which will make the bridge safer and more user-friendly for cyclists and pedestrians. Solar lights will be installed on the deck of the new bridge to delineate the path. As part of the project, some of the access paths along the creek used by both Councils' maintenance crews were upgraded.

Hardiman Reserve (Hockey surface)

Actual expenditure 2018-19: \$80,000

The Darebin Council completed maintenance work on the Hardiman Reserve (Hockey surface) in September. The maintenance work have extended the lifespan and the safety of the hockey pitch for the Latrobe Hockey club, schools and community use.



CAPITAL WORKS

First Quarter 2018-19

Other Progress Highlights

There are 115 separate programs and projects with the Capital Works program. Below are a selection of some projects that will be progressing in your neighbourhood.

Darebin Arts Centre Foyer – Building Upgrades

Total Project Budget \$1.218 million,
Current Expenditure to Date \$32,243.

This is the third year of the project to complete the refurbishment work at the Darebin Arts Centre (DAC). In addition to transitioning the Darebin Arts Centre away from a Council facility for hire and into a dedicated arts centre, the Darebin Arts Centre is undergoing a refurbishment of the foyer. These works will ensure the aesthetic standard of the centre meets the expectations of the community as well as ensuring accessibility for people of all abilities. The project is currently out for tender and is being assessed.

Fairfield Village Streetscape Masterplan Implementation

Total Project Budget 2018-19: \$0.15million,
Current expenditure to date: \$16,464.

The Fairfield Village Streetscape Masterplan is currently being prepared in collaboration between the Public Places, Transport Engineering and Transport Strategy teams of the City of Darebin. This is a 5 years masterplan with the plan of delivering the following in the 2018/19 financial year;

- Construction of the pedestrian crossings at Station St / Wingrove St and Station St / Railway Place crossings.
- Construction of the pedestrian crossings in front of Fairfield Station on Wingrove St and Gillies St.
- Construction of the wombat crossings on Railway Place in front of St Anthony's Primary.
- Activation and safety improvements in two pedestrian laneways.
- Redesign of Wingrove St / Arthur St intersection and Fairfield Rd between Wingrove St and Gordon St.

The project is on track and the tender process commenced.



Footpath Program – Renewal and Disability Access

Total Project Budget 2018–19: \$2.6million,
Current Expenditure to Date: \$ 936,881.

This program is progressing on track with the funds expected to be fully spent by the end of the financial year. Over the year to date Council has replaced approximately 12,500 sqm of footpath.

Playspace Upgrade Program

Total Project Budget 2018–19: \$0.72 million,
Current Expenditure to Date: \$ 11,259.

The Council Plan 2017–21 commits to building or upgrading 24 playgrounds by 2021. In 2018–19 the Playspace Upgrade Program will complete the forward design of 6 playspaces (for construction in further years) as well as the construction of four playspaces including:

- Bundoora Park River Red Gum playspace
- All Nations Park East playspace
- LW Williams Reserve playspace
- LE Cotchin Reserve playspace

Project is out to tender and evaluation will commence shortly.

Traffic Management

Total Project Budget 2018–19: \$0.49million,
Current expenditure to date: \$156,245.

Local area traffic management and place-making treatments have been completed along Queen Street in Reservoir and Springthorpe Boulevard in Macleod. Works are expected to commence along Oakhill Avenue, Reservoir later in 2018. Further design and community consultation work is progressing in various locations across the municipality.

Urban Forest Strategy Implementation

Total Project Budget 2018–19: \$0.45 million,
Current expenditure to date: \$ 80,405.

The Urban Forest Strategy guides Council's plantings in parks, waterways, streets and median strips to achieve the canopy coverage targets identified in the Urban Forest Strategy. Tree planting programs are underway across Darebin and 530 trees have been planted so far this year.



CAPITAL WORKS REPORT

First Quarter 2018-19

- On track
- In danger of missing target
- Has or is predicted to not meet target

Project by Asset Class	Total Budget	% Complete
Artwork		
Community Art Restoration Fund - FIDO	\$80,000	13%
Bicycles		
Shared Path Program 2018-19	\$570,000	5%
St Georges Rd-High St Shared Path Master Plan Yr1	\$50,000	5%
Yarana Road shared trail	\$70,000	27%
Bundoora Park Active Transport Program 2018-2019	\$216,000	12%
Cheddar Road Shared Path Safety Improvements	\$148,000	25%
Cycling Facilities 2018-19	\$111,000	40%
Buildings		
Northland Northcote Customer Service Centre 2017-18	\$13,340	95%
Neighbourhood Houses - accessibility works, design and investigation	\$1,139,000	52%
Merrilands West Building Renewal	\$432,000	19%
Melbourne Innovation Centre shade structure	\$37,000	1%
PMC Office Accommodation 2018-19	\$648,000	26%
Underground Power Supply Preston City	\$177,342	86%
NARC Schematic Design	\$432,000	10%
Pavilion upgrade Pitcher Park, Separation Street and Keith Street Alphington	\$520,000	49%
Reservoir LC Roof Replacement	\$300,000	16%
Bill Lawry Oval Redevelopment	\$1,500,000	3%
Reservoir Community Learning Centre Foyer Re-design	\$27,000	99%
Preston Municipal Complex - Lift Replacement - 350 High Street, Preston	\$14,000	100%
Pavilion Renewal - WH Robinson Reserve - Halwyn Crescent, Preston	\$500,000	15%
BT Connor Reserve Pavilion Upgrade Detailed Design	\$81,000	5%
Preston Municipal Complex (PMC)	\$297,000	5%
NARC Maintenance & Renewal Program	\$162,000	10%
GE Robinson Reserve Pavilion Upgrade 2018-19	\$751,000	10%
Raleigh St Children Centre	\$40,000	10%
Preston Town Hall Heritage Building Works 2018-19	\$675,000	18%
Building Renewal Program - BRP	\$400,000	5%
Bundoora Park Female Change Room 2018-19	\$176,000	12%
DAC Foyer Upgrade 2018-19	\$1,218,000	56%

Project by Asset Class	Total Budget	% Complete
Buildings (cont.)		
JE Moore Park Pavilion Female Public Toilet Design 2018-19	\$282,000	13%
Bundoora Homestead Minor Asset Renewal and Upgrade	\$45,000	10%
Darebin Community Sports Stadium Asset Renewal 2018-19	\$204,000	10%
DAC and Northcote - Accommodation Design	\$43,000	16%
Disability Access Capital Works	\$195,000	10%
Carbon Reduction Implementation Plan	\$940,000	3%
Public Toilet Strategy Implementation 2018-19	\$497,000	12%
High Street Preston No 421 Walkway Design and Demolition	\$500,000	5%
Darebin Multi-Sports Stadium	\$5,989,000	11%
The Bridge Thornbury Outdoor Redevelopment	\$38,000	10%
Darebin Childcare and Kindergarten Outdoor redevelopment	\$27,000	10%
Drains		
Byfield Street Drainage Improvement Works 2018-19	\$173,553	47%
69 Wilson Boulevard Drainage Improvement Works 2018-19	\$391,182	14%
Stormwater Pipe Relining Program 2018-19	\$273,000	5%
IW Dole Reserve Playground Drainage	\$16,000	5%
Mais St - Purinuan Rd, Reservoir Drainage Improvement	\$180,000	10%
3 -19 Miranda Rd, Reservoir Drainage Improvement	\$108,000	10%
St Vigeons Rd - Miranda Rd, Reservoir Drainage Improvement	\$237,000	10%
Jackman St - David St, Preston Drainage Improvement	\$300,000	10%
Reactive Minor Drainage Improvement Program 2018-19	\$108,000	30%
Reactive Drainage Renewal Program 2018-19	\$108,000	30%
Design of Gilbert Rd & Knox St, Reservoir Drainage Improvement	\$33,000	10%
Stormwater Drainage Contributions Program 2018-19	\$25,000	30%
Fleet		
Vehicular Plant Replacement - Light Vehicles Year 2018-2019	\$556,000	25%
Vehicular Plant Replacement - Heavy Vehicles 2018-2019	\$2,742,000	30%
Electric Vehicles	\$130,000	25%
Footpaths		
Footpath Renewal Program 2018-19	\$2,596,000	5%
Footpath Walkability Improvements 2018-19	\$310,000	10%
Walking Initiatives 2018-2019	\$441,000	75%

CAPITAL WORKS REPORT

First Quarter 2018-19

- On track
- In danger of missing target
- Has or is predicted to not meet target

Project by Asset Class	Total Budget	% Complete
Information Technology		
Digital Transformation Strategy Implementation Yr 2	\$3,260,000	5%
IT Infrastructure Upgrade 2018-19	\$740,000	31%
Darebin Libraries Technology Strategy 2018-19	\$151,000	9%
Darebin Libraries Website Refresh Stage 2	\$215,000	15%
Open Space		
Increase in drinking fountains in Darebin	\$250,000	29%
Minor Streetscape Furniture Works and Beautification	\$174,000	5%
Playspace Upgrade Program 2018-2019	\$719,000	5%
Sporting Practice Nets & Cages 2018-19	\$160,000	42%
JUMP Implementation Yr 3	\$188,471	5%
Streetscape Upgrades Minor Retail Activity Centre 2018-19	\$350,000	14%
KP Hardiman Precinct Redevelopment - Schematic Design	\$80,000	46%
Pocket Small and Medium Parks Upgrade Program 2018-19	\$313,000	12%
Edwardes Lake Park Athletics Track Refurbishment-Synthetic Sporting Surface Replacement Program	\$400,000	8%
BT Connor Reserve - Sportsfield Lighting Construction 2018-19	\$507,000	59%
Urban Forest Strategy Implementation 2018_19	\$450,000	28%
Dole and Donath Master Plan Implementation 2018-19	\$100,000	29%
Robinson Capp Master Plan Implementation - Halwyn Crescent 18-19	\$147,000	5%
Fairfield Village Streetscape Master Plan Implementation (YR 1) 2018-19	\$150,000	42%
Penders Park Master Plan Implementation 2018-19	\$257,000	21%
Bill Lawry & Oldis Gardens Master Plan Implementation	\$1,878	5%
Mayer Park Masterplan Implementation 18-19	\$100,000	7%
Batman Park Master Plan Implementation	\$160,000	3%
Bundoora Park Precinct Master Plan Implementation 2018-19	\$200,000	25%
Bundoora Homestead Playspace	\$432,000	44%
Merri Park Baseball Diamond Refurbishment	\$19,000	36%
Synthetic cricket wicket installation 2018-19	\$50,000	15%
Mayer Park Surface Works	\$271,000	59%
Irrigation Upgrades and renewals	\$105,000	26%
Sportsground Upgrades	\$255,000	33%
Darebin Municipal Signage Strategy Implementation 2017-18	\$76,000	100%

Project by Asset Class	Total Budget	% Complete
Plant and Equipment		
Darebin Libraries Product Purchases 2018-19	\$804,000	64%
Youth Service Equipment and Asset Program 2018-19	\$160,000	5%
Art Collection Acquisition 2018-19	\$100,000	16%
Monument Public Art to celebrate Darebin's Migration Story	\$40,000	5%
Northcote Town Hall Minor Asset Renewal and Upgrade	\$100,000	3%
DAC Minor Asset Renewal and Upgrade	\$136,000	5%
RLC Pool Plant Renewal and Maintenance	\$216,000	5%
PMC Chiller and Boiler Replacement_Gower Street	\$529,000	26%
PMC Preston Fire Panel Renewal Upgrade	\$164,000	2%
Replacement of Mobile Garbage, Green Waste and Recycling Bins 2018-19	\$300,000	15%
Roads		
Wood Street Bridge Replacement Financial Contribution	\$450,000	15%
Kerb and Channel Program 2018-19	\$378,000	15%
Bridge Renewal - Dundas Street Pedestrian Bridge - Darebin Creek, Preston	-	99%
Streets For People 2018-19	\$450,000	18%
Road Rehabilitation Cornwall St 2018-19	\$100,000	15%
Right of Way Rehabilitation Program 2018-19	\$169,000	17%
Rathcown Road Bridge Construction	\$972,000	18%
Beavers Road Bridge Construction	\$3,150,951	28%
Road Resurfacing Program 2018-19	\$1,508,000	15%
Road Rehabilitation and Design Program 2018-19	\$992,901	12%
Transport and Road Safety		
Street Lighting Program 2018-19	\$250,000	10%
Octopus Schools 2018-19	\$297,000	10%
Pedestrian Crossing 2018-19	\$386,000	4%
Retrofit Parking Bays for Persons with a Disability 2018-19	\$157,000	45%
Safe Travel 2018-19	\$481,000	33%
Traffic Management and Road Safety 2018-19	\$490,000	51%
Northern School for Autism Crossing	\$40,000	24%





PROGRESS REPORT ON THE 2018-19 ACTION PLAN



GOAL 1

We will be leaders in creating a sustainable city through local innovation projects that address climate change.

1.1 We will become an energy and water efficient city and reduce waste.

2018–2019 actions working towards targets:	Progress comments:
Council will support Climate Emergency Darebin (CED) to finalise a recommendation in regard to long term governance structure, whilst enabling the group to undertake projects and/or actions to help address the climate emergency.	Climate Emergency Darebin (CED) will provide a recommendation to Council in February 2019.
Ongoing implementation of the Climate Emergency Plan including delivery of a national Climate Emergency Conference (September 2018) and implementation of carbon reduction projects.	Council ran Australia's first Climate Emergency Conference, hosted by a local government, on 11th and 12th September 2018. Over 300 hundred delegates attended the conference, with media coverage from both The Age and across multiple social media platforms. Science, community capacity building, and tangible actions were topics that were all discussed. Council is progressing its roll-out of solar panels across council owned buildings and is developing a Carbon Management Plan.
Review the Community Emergency Risk Assessment and update the Emergency Management Plan as well as relevant sub-plans e.g. Heatwave and Pandemic Plans.	The review is progressing with an increased focus on developing community incident prevention.
Revise the 2007 Drainage Asset Management Plan and replace with an Integrated Water Management Strategy that addresses drainage, stormwater reuse and potable water management by June 2019.	Planning has commenced for the development of the Integrated Water Management Plan. The title of the Integrated Water Management Plan will change to the Storm Water Management Plan.
Continue to review our Fossil Fuel Divestment Strategy on an annual basis to reduce our investment in financial institutions that lend to the fossil fuel industry.	The Fossil Fuel Divestment Strategy has been incorporated into Council's Investment Policy. The Investment Policy gives preference to financial institutions that make a commitment not to finance fossil fuel projects. A further review of the Investment Policy is underway which will involve consultation with the Northern Alliance for Greenhouse Action and the Eastern Alliance for Greenhouse Action as well as a review of the portfolio rating limits. This will allow Council to increase the percentage investments that can be made with financial institutions that do not finance fossil fuel projects.
Council will purchase and operate two electric vehicles as part of its fleet.	In the second half of the financial year, Council will prepare the necessary infrastructure for the purchase of electric vehicles by installing charging stations.
Finalise the Vehicle Policy and process to ensure priority selection of environmentally friendly (preferably electric), or hybrid passenger fleet vehicles.	The Fleet policy is being reviewed to improve sustainability outcomes and ensure the best value for Council. A list of possible vehicles has been updated to include the latest models with improved sustainability outcomes.
Council's building maintenance, upgrade and design work will, at a minimum, meet the standards in the Environmentally Sustainable Development (ESD) Policy.	Council's Environmentally Sustainable Design (ESD) policy will be applied to all relevant projects going forward. Major projects such as the Women's Multi Sport Stadium will include ESD outcomes in design. Building maintenance programming includes replacement of building components with more environmentally sustainable fittings such as the replacement of fluorescent lighting with LEDs in Council offices in the Preston Town Hall precinct.



2018–2019 actions working towards targets:	Progress comments:
<p>Install over 4,000 kW of solar panels on 1,000 homes and businesses, resulting in significant progress towards the goal of doubling solar in Darebin from 18 000 kW to 36 000 kW by 2021.</p>	<p>Darebin's Solar Saver Program is on track with over 250 solar systems being installed in the first quarter. Residents continue to express interest in the program with our waiting list containing over 750 registrations for the next round of installations. In 2017, Council committed to doubling the amount of solar power installed within the City from 18 megawatts (MW) to 36 MW by 2021. As at 30 September 2018, the total amount of solar power installed is 25.3 MW which means that Council is already 40% of the way to doubling solar capacity.</p>
<p>Support businesses to access renewable energy and energy efficient models by offering subsidised LED lighting and access to the Solar Savers program throughout the year.</p>	<p>28 businesses and not for profit organisations upgraded their lights to LED in this quarter. The majority of these businesses have been located in the Broadway retail precinct. The high number of upgrades in this quarter resulted from engagement undertaken in 2017-18. It is anticipated that an additional 10 businesses will have their lights upgraded through this program during this financial year.</p>
<p>Increase the number of certified sustainable businesses in Darebin and add businesses to the Green Business Directory.</p>	<p>Five new businesses were awarded a 'We are Greening our Business' sticker/certificate and listed on the Green Business directory.</p>
<p>Commence the development of the Integrated Water Management Strategy by updating flood modelling for the Municipality.</p>	<p>Work will commence soon to update the information on Council's mapping system. This will assist in the development of the Integrated Water Management Strategy. The title of Integrated Water Management Strategy will change to Storm Water Management Strategy.</p>
<p>Continue to investigate and implement Water Sensitive Urban Design and/or Environmentally Sustainable Design practices or products into at least 75% of Council's capital work projects.</p>	<p>Rain gardens and passive tree watering diversions have been incorporated into road rehabilitation projects across the municipality. The replacement of a Heating Ventilation and Air-Conditioning (HVAC) system at 274 Gower Street has been specified to meet best environmental outcomes and will be installed early 2019.</p>



GOAL 1

We will be leaders in creating a sustainable city through local innovation projects that address climate change.

1.1 We will become an energy and water efficient city and reduce waste.

2018–2019 actions working towards targets:	Progress comments:
Implement a range of recycling education activities for the Darebin community to help achieve high levels of recycling in the City.	The Recycle Right Campaign was launched on 27 September 2018, heralding three months of recycling education activities, events, outreach and information. New information resources were developed including a Recycling at a Glance guide and a detailed A-Z Guide for recycling and waste. A campaign highlight is Council's new recycling video starring the Mayor and Leo – a local seven-year-old community member who loves recycling and helping others to recycle right.
Review Darebin's Waste Strategy to seek to deliver on the aspirations of the Climate Emergency Plan 2017–2022 by cutting emissions from waste; supporting elimination of single use plastics; and ensure recycling systems are effective in the long run.	Darebin's Waste Review is in progress and on target. On 17 September 2018, Council were briefed on the Review's planned scope and the proposed timelines. Council officers have participated in key waste, biochar and composting summits and have begun liaising with key stakeholders and industry experts. These actions will continue throughout the Review.
Finalise a model for the introduction of a City-wide food waste recycling service and explore lowest carbon options for food waste.	Council's Food Waste Recycling Trial, completed in June 2018, gave targeted residents in Kingsbury the opportunity to put their food waste into their green waste bins. Throughout the July – September quarter, surveys, bin auditing, door-to-door engagement and other feedback has informed the Trial's evaluation. Council now has improved understanding of key issues surrounding community uptake of the service, barriers (and perceived barriers) to resident's participation, education needs and potential future costs. Planning for wider roll out of this service has commenced in this quarter, is on time and on target.
Implement the Single Use Plastics resolution.	Council passed its Single Use Plastic Elimination Policy in February 2018. Council wanted to show leadership and 'get our own house in order' initially, so an internal Action Plan was developed at the same time. Implementation of the internal Action Plan has continued in the July – September quarter, including removing plastic cups from the libraries, continuing implementation of the policy at events and venues and a range of other actions.
Advocate for the transformation of Australia's national approach to packaging, materials, waste and litter management to be environmentally focused and sustainable in the long run.	Council submitted to the review of the Product Stewardship Act, advocating for national leadership, e-waste product stewardship, inclusion of global recycling issues in the Act's review, national container deposit legislation, national approach to single-use plastics, mandatory national approach to microbeads phase-out (rather than voluntary), consideration of cost impacts on local government, improvements to existing Product Stewardship Schemes (eg: TV and computer recycling scheme) and national leadership on the growing tide of single-use disposable coffee cups. Council also called on the State Government to spend the \$511.4 million of Landfill Levy funds, which is sitting in the State's bank account, on projects for climate change, waste and environmental outcomes with transparency, honesty and urgency.
Continue providing waste and recyclable collection services in line with Council's service standards.	Community satisfaction with this service is currently at 94%. Council will continue to monitor the service to maintain the current satisfaction rate.

1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

2018–2019 actions working towards targets:	Progress comments:
Identify priority locations and a forward plan for car share bays across the City and further increase the number of car share bays towards the target of 100.	A number of car share bays have been installed so far in 2018 19. Council is working with car share companies to further increase the number of permanent bays throughout Darebin.
Continue to partner with Reservoir West Primary as the pilot active travel 'Octopus School', constructing two pedestrian crossings and improving cycling access to the school, and select and partner with the next 'Octopus School'.	A detailed design is in progress for the Reservoir West Primary School wombat crossings and cycling priority areas. As part of the partnership, an art mural was completed in September. The next Octopus School has been selected and will be announced soon.
Promote car sharing, cycling and walking events (such as Ride2Work Day), as well as facilitation of schools programs and community skills building (such as cycle skills workshops).	Council partnered with the Preston Market to run a major cycling promotion event, including a group ride and breakfast, and unveiled new bike parking. Ride 2 Work Day was promoted throughout Darebin with 26 local businesses engaged and a major event organised for October 17 hosted by We Cycle. Spring Bike Skills courses are underway, with 6 courses completed.
Design and construct streetscape, landscape and traffic engineering improvements to create a 'Streets for People' corridor (a project to prioritise walking, cycling and traffic calming) that will extend from Miller Street in Thornbury to Merri Parade in Northcote; improvements include a linear corridor of a local street network adjacent to the South Morang railway line.	In October, the concept plans for the 'Streets for People' are expected to be finalised. Development of a detailed design will soon be underway.
Engage the community in development of a second 'Streets for People' corridor that will improve road safety, and prioritise cycling, walking and traffic calming.	A Feasibility Study has been completed for eight new Streets for People corridors. This study will be presented to Council to finalise the selection of the next corridor for community engagement and planning.
Improve our walking network including; design of two pedestrian crossings and construction of four pedestrian crossings construction of three new raised entry treatments to improve safety and walkability; implementation of changes to parking restrictions at Fairfield; and investigation and design of other improvements for future years.	The construction of four crossings is in various in stages of completion from scoping to design approval. The construction of three raised entry treatments is expected to begin early in 2019. Parking in Fairfield has been installed.
Install new drinking fountains in parks and shopping strips across Darebin.	Locations for new drinking fountains (including dog bowls) have been identified based on community submissions, existing areas of high use and proximity to recreation centres.
Deliver 100% of the 2018 19 footpath renewal program.	This program is progressing on track with the funds expected to be fully spent by the end of the financial year. Over the year to date (i.e. by 30 September) Council has replaced approximately 12,500 sqm of footpath.

GOAL 1

We will be leaders in creating a sustainable city through local innovation projects that address climate change.

1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

2018–2019 actions working towards targets:	Progress comments:
Install intersection improvements on a key cycling route, and design a range of cycling infrastructure improvements across the municipality including new bicycle lanes, cycling refuges and improvements to existing traffic signals.	The Regent Street crossing along the Great Western Shimmy Route and the Station Street crossing on the Christmas Street Shimmy Route have been completed. Designs for a variety of further bicycle infrastructure improvements are also underway.
Undertake improvements to the Cheddar Road cycling path as per the recommendations of the Shared Path Safety Audit to include a realigned section of shared path adjacent to Hickford Street.	The construction of the shared path realignment at Hickford Street is expected to be completed prior to the end of the calendar year. Further safety works will be completed early in 2019.
Undertake planning for safety and landscaping improvements to the St Georges Road – High Street Shared Path (Northern Pipe trail project).	A community reference group was established and has met several times to discuss the improvements to the Northern Pipe Trail to create an integrated, safe and inviting cycling spine for Darebin. Group members and Council undertook safety audits of the trail to understand where improvements are most required. Council will focus on making improvements to the areas of the trail that are owned by Council, and advocating for adjoining land-owners to make similar improvements to the trail in their areas.
Seek VicRoads approval for further speed limit reductions to 40km in priority locations.	Work to change the speeds on our local roads will progress over the next few months and a number of applications will be made by the end of October 2018. Current speed limit reduction applications are being considered by VicRoads through their statutory process.
Advocate to the State Government for the Level Crossings to be removed at Bell St, Preston, Murray Road and at Reservoir Station; and for all the removals to be elevated solutions to open up and improve pedestrian and cycling access as well as create new opportunities for parks and recreation areas.	Advocacy for removal of all four level crossing crossings has been a priority in Council's pre-election campaign. The removal of the Reservoir level crossing has now been confirmed and early works have started. Council is actively working with the Level Crossing Removal Authority to achieve the outcomes of the Reservoir Structure Plan through this project, including further advocacy to the State Government for funding of the broader roads package, to support the full range of benefits available in the area.
Advocate for the State Government to fund a feasibility study for the extension of Tram Route 11 to Reservoir station or La Trobe University.	Advocacy for a feasibility study to be undertaken on the extension of the Tram Route 11 to Reservoir Station has been a priority in Council's pre-election campaign.
Continue to advocate to the State Government for improved east – west transport connections throughout Darebin and the wider northern Melbourne region as well as for an increase in bus services and bus routes across Darebin.	A partnership with La Trobe University and the State Government has been developed to looking at broad transport outcomes for the La Trobe Employment Cluster and the region. As part of the Northland Urban Renewal Project east-west public transport connections are being assessed with a view to a future business case.

1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.

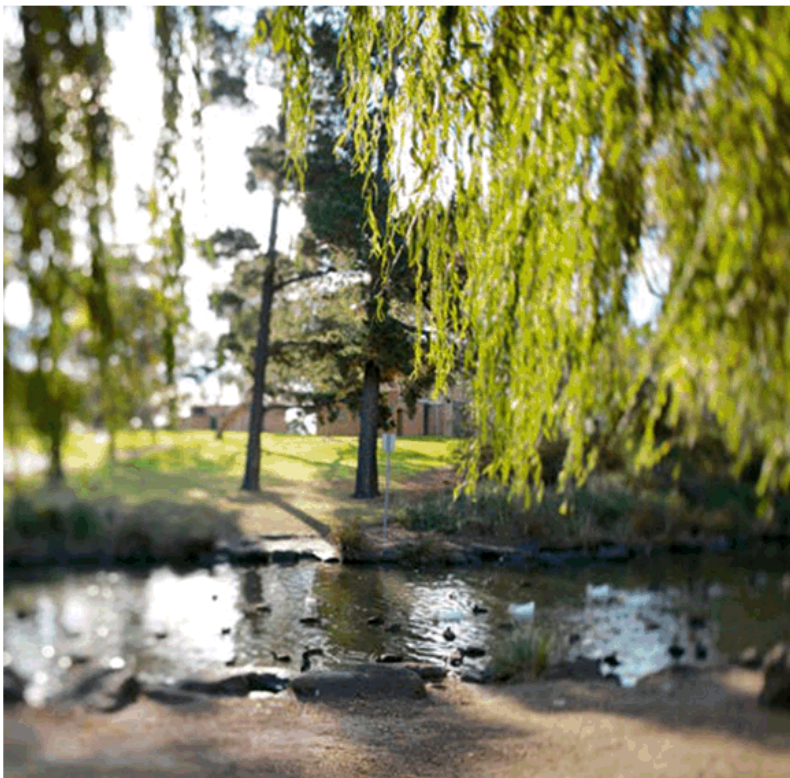
2018–2019 actions working towards targets:	Progress comments:
Support the Darebin Nature Trust to provide advice to Council on biodiversity and open space matters.	A Darebin Nature Trust Committee has been established. The group is composed of nine community members expert in the field of conservation, land management and biodiversity. Over the next 12 months the group will provide feedback into developing an Open Space Strategy as well as identify a vision, goals, actions and a structure for the longer term Darebin Nature Trust.
Conduct a detailed biodiversity study to help inform future work to conserve and enhance biodiversity across the City.	The Darebin Nature Trust will be providing input into the development of the Biodiversity Study in 2019.
Undertake planning for improvements at Mayer Park and Penders Park including consultation, design and priority construction projects.	Project Control Groups (PCGs) are formed by members of the local community and have been established to create master plans for both Mayer and Penders Parks. These Groups are steering the process of developing improvements plans using an innovative engagement process that sees a greater level of strategic input of the planning process given to the community. Both groups have undertaken broader engagement activities, explored options and priorities and developed briefs to guide future work.
Construct a new public space on the corner of High Street and Oakover Road, Preston.	Following a public engagement process last financial year, the final design for the new public space at the intersection of Oakover Road and High Street has been completed and is on track for construction this financial year.
Plan for improvements at Edwardes Lake including consultation on the draft Master Plan.	The draft master plan for Edwardes Lake Park is in the final stages of review. Community consultation on the draft master plan will take place in early 2019. The launch of the draft is scheduled for the 2019 Kite Festival.
Make improvements at Donath Dole Reserve to extend the internal path network.	The Donath Dole Community Reference Group has met to clarify proposed works including a new BBQ area, seating and tree planting. These works will be subject to consultation with the community.
Improve the entry to Batman Park with new landscaping and seating.	Design of proposed landscaping improvements at the entry of Batman Park are underway and are due for consultation with the community in early in 2019. Implementation and planting will follow shortly after.
Deliver Council's park maintenance programs in accordance with Council's level of service.	KPI's have been set for all park maintenance activities and are monitored monthly. These include mowing, weed control and mulching. In the first quarter, 95% of maintenance activities were completed on time. Random audits of parks and reserves are also used to gauge the success of maintenance programs and identify key needs of individual sites.
Complete the planting of 2,100 street trees and 300 park trees to increase the municipality canopy and urban forest. This is an increase of 500 trees planted (19%) compared to 2017/18.	The tree planting program has continued with over 300 trees planted in parks and over 1000 street trees planted since the beginning of July.

GOAL 1

We will be leaders in creating a sustainable city through local innovation projects that address climate change.

1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.

2018–2019 actions working towards targets:	Progress comments:
Plant 5,000 indigenous plants within conservation parkland and bushland.	Over 2,000 indigenous plants have been planted as part of normal maintenance activities and community events. Six community planting events have been held.
Develop a Local Law for the protection of trees on private property.	A draft local law for the protection of trees on private property has been completed. The draft is expected to go to community consultation early in 2019.
Finalise the installation of four new rain gardens/water sensitive urban devices.	Investigations undertaken to identify appropriate locations for rain-gardens on street rehabilitation projects.



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GOAL 2

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

2.1 We will ensure health and social services meet our community's needs across their life-course.

2018–2019 actions working towards targets:	Progress comments:
Deliver music and arts projects through the Decibels Youth Music Centre that engages young females and gender diverse young people.	In partnership with Darebin schools and their LGBTIQ Rainbow Groups, Council's Decibels Youth Music Centre completed the design of its new music and arts programs.
Utilise existing campaigns (e.g. RUOK day and Mental Health Week) to support schools and community organisations to raise awareness regarding mental health support for youth.	Council has established a designated working group with members of the Young Citizen Jury to design and promote awareness campaigns related to youth mental health support. Council's Youth Services provided support to two schools with RUOK day events and a further two schools with Wear It Purple Day events.
Adopt and implement a Gender Equity and Preventing Violence Against Women Plan.	The development of the draft Action Plan is on track, with research and external stakeholder engagement complete. A draft Action Plan is expected to be presented for Council endorsement in early 2019.
Implement the Health and Wellbeing Plan 2017–2021.	Current projects under way as part of the 2018–19 Action Plan include the establishment of a community garden project at the East Preston Community Centre, hosting a Welcome Dinner in east Reservoir (attended by 100 newly arrived and established residents) and running a mental health first aid program.
Council will lead the partnership with the immunisation teams and early year's services in the North West region to ensure children holding a health care card are immunised.	Council has commenced project implementation planning in partnership with the Northern Region Immunisation services and the Department of Education and Training, to ensure vulnerable children, including those holding a health care card, are immunised.
Commence implementation of the recommendations of the Aboriginal Maternal and Child Health Initiative to increase the number of Aboriginal and Torres Strait Islander families accessing and remaining engaged with the Maternal and Child Health Service.	Council's Maternal and Child Health nurses have all completed Aboriginal cultural awareness training. Maternal and Child nurses are now using a new, culturally safe, case management approach to ensure all families who identify as Aboriginal or/and Torres Strait Islanders are provided with appropriate Maternal and Child Health support services.
Continue to support and maintain good access for community access to the Park whilst continuing to plan for future improvements and community demand at the old Ruthven School site.	Intensive maintenance and tree works have been undertaken to improve the quality of the landscape and accessibility for the community. A Community Reference Group has been established and is working collaboratively with council officers to develop a Landscape Upgrade Plan for Ruthven Reserve. Council resolved at its 7 November meeting to maintain the entirety of the site as a natural park and to continue to engage with both the reference group and the broader community as the plan for the park is developed.
Continue to support a range of playgroups, both universal and targeted, to improve the learning, development and wellbeing outcomes of children and their families- this will include the provision of 10 supported playgroups per term to families experiencing disadvantage.	Council delivered ten supported playgroups with 62 families participating. Fifty families were linked into community playgroups and five community playgroups were provided with operational support and guidance.

GOAL 2

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

2.1 We will ensure health and social services meet our community's needs across their life-course.

2018–2019 actions working towards targets:	Progress comments:
Continue the implementation of the Youth Services Strategy that will guide future engagement with, and future service provision to, the young people of Darebin.	Council hosted six pop up consultation events across various locations in Darebin to inform future service provision to young people. Approximately 120 young people from diverse backgrounds and ages participated in the pop up consultation sessions.
Explore mentoring opportunities for at-risk young people that support their social and vocational development.	Council has mapped mentoring opportunities currently available to young people in order to identify any gaps and potential improvements. This work will inform future youth mentoring requirements.
Council, in partnership with Northland Shopping Centre, will deliver the annual Jobs Fair to increase young people's employment skills and employment outcomes.	Council delivered a successful Job Fair in partnership with Northland Shopping Centre. Over 1000 young people and 18 retailers participated. Council's Youth Services also ran daily resume and interview readiness programs leading up to the Jobs Fair, engaging with over 765 people directly.
Council, in partnership with Northland Shopping Centre, Council will deliver the 'First Step' Job Ready Employment Program to increase young people's employability.	Council delivered two 'First Step' Job Ready Employment programs, supporting 30 young people through job readiness workshops and work experience.
Council will work in collaboration with local communities who experience social and economic disadvantage to explore further youth outreach opportunities and provide services accordingly.	Council has conducted a literature review and undertaken benchmarking with other outreach service providers to inform new and future locations for outreach programs and support. These will focus on young people from communities who face the most pronounced disadvantage.
Council will upgrade, renew and replace essential equipment and assets that support the delivery of youth programs and activities for young people in Darebin.	Council has purchased the first round of equipment for the renewal of essential assets used in the delivery of youth programs.
With the support of Council, an Independent expert panel will review Council's services, collect and consider evidence and ideas, and gather community input in to how Council can best create an Age Friendly Darebin where older people are valued, supported and empowered to live well.	The Independent Panel has met staff, members of the community and interest groups during the pre-consultation period to assist in developing a Discussion Paper. Community engagement activities have commenced. Council also provided input to the Royal Commission into Aged Care Quality and Safety Terms of Reference.
Complete the construction of a Changing Places toilet at Gower Street/Kelvin Grove. Complete designs at Raleigh Street Public Toilet facility, Edwardes Lake Park Public Toilets and toilets on the corner of Westgarth Street and High Street, Northcote.	Tenders closed for works on the Kelvin Grove "Changing Places" facility with works to commence in 2019. Designs for the three other locations is about to commence.
Ensure all of Darebin's food premises receive an annual food safety assessment.	The inspection schedule of food premises inspections within the municipal area is being implemented and is on track.

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

2018–2019 actions working towards targets:	Progress comments:
Design six play spaces for construction in 2019–20 financial year.	Designs for improved play spaces at Bundoora Homestead, Bundoora Park Farm, All Nations Park, LW Williams Reserve, Gresswell Grange Reserve, Rona Reserve and LE Cotchin Reserve have been completed.
Construct play spaces at Bundoora Park River Red Gum play space, All Nations Park East play space, LW Williams Reserve play space, LE Cotchin Reserve play space, Bundoora Park play space and Bundoora Homestead play space in 2019–20.	Tenders called with an unsatisfactory response – only one tender received. The tender package will be re-scoped and put to market again in late 2018.
Undertake a comprehensive investigation into the current asset condition of sporting facilities.	Council is participating in the Melbourne North Regional Strategy which will undertake facility audits of Darebin's 14 Australian rules football facilities. This strategy will identify gaps, key regional drivers of demand and identify opportunities to accommodate participation growth across the region. This will assist in prioritising where future investment in facilities is needed most and will provide an evidence base for future funding applications.
Investigate the challenges and opportunities for Reservoir Leisure Centre so the long term future of the facility can be planned for and actioned.	Council has commenced an independent peer review of the Reservoir Leisure Centre Condition Audit 2017 which will be completed by November 2018. Scoping of a feasibility study and business case has also commenced.
Complete the program for sportsground upgrades include reshaping ovals (where required) at Preston Oval and A H Capp Reserve (to provide consistent surface levels that will assist in surface drainage and surface run-off.	Earthworks at both sites have begun. Capp reserve has been closed to the public for the duration of the project (approx 6 months) whilst Preston City Oval (with a more limited scope of works) is still being used for the sub-district cricket competition.
Complete the construction of the outdoor netball courts as part of the Multi-Sport Stadium redevelopment.	The construction of the four outdoor netball courts will commence in late 2018.
In consultation with the community, commence detailed design for the Multi-Sport Stadium.	A brief has almost been finalised to seek proposals from architectural consultants with relevant experience in this type of facility. The construction of the four outdoor netball courts will commence in late 2018.
Adopt the preferred redevelopment option for the Northcote Aquatic and Recreation Centre and commence schematic designs in consultation with community.	Due diligence work is being undertaken to thoroughly understand the inherent infrastructure issues and to plan for an interim course of action. Architects will be engaged to undertake further design work based on the Council adopted resolution from September 2018.
Deliver four community workshops aimed at building the capacity of Darebin's Sports Clubs to foster social connection and participation.	Planning has begun for the delivery of four community workshops covering the topics of: Gender Equality, Sponsorship, LGBTQI Awareness and the Responsible Service of Alcohol. The first workshop will be held on 24 October and will include the launch of a short film titled Front and Centre: Achieving Gender Equality on and off the Field.

GOAL 2

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

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

2018–2019 actions working towards targets:	Progress comments:
Increase the number of people from the community participating in the Bundoora Park Farm volunteer program.	There has been an increase of 18 volunteers registered in the Bundoora Park Farm Volunteer Program compared to last semester (up to 41 from 23). In addition to the above, the volunteers program also works with 5–7 students from Yarra Me School Preston (a specialist school delivering therapeutic education programs for students with social, emotional and behavioural needs) and 5–7 people from IDV (a registered not for profit community service organisation dedicated to delivering support services to people with disabilities).
In partnership with the Reservoir Neighbourhood House, implement the community gym program to increase engagement/participation in the Reservoir Leisure Centre from people experiencing high levels of disadvantage.	The program has commenced implementation, filling 47 of the 50 places available in the first quarter.
Continue to implement the sports clubs performance subsidies program to recognise sporting clubs in the areas of: social inclusion and participation, good governance and community/Council relations.	Performance Subsidies implementation aligns with the Season Allocations. Planning and preparation has been undertaken to be ready for applications to open on the October 24 and close on November 9. Performance Subsidies will be available to all clubs accessing pavilions, sports grounds and courts (summer, winter and annual users). A total of 47 clubs will have the opportunity to demonstrate their achievements in the areas of: social inclusion, participation and good governance.
Undertake an audit of six seniors centres to establish an asset management improvement plan for the centres.	Inspections will be completed for six senior centres by December 2018 to determine the current state of maintenance levels.
Adopt new sustainable operating models and implement a five-year strategic plan for Northcote Town Hall Art Centre and Darebin Art Centre to ensure improved cultural outcomes for artists, audiences and community.	Following Council's resolution to transition the Northcote Town Hall Arts Centre and Darebin Arts Centre away from Council facilities for hire and into dedicated arts centres, Council has developed Communication Plans, Transition Plans and commenced the process of developing a five-year business plan that will ensure sustainable operation and improved cultural outcomes for artists, audiences and community.
Implement year two of the five-year strategic plan at the Bundoora Homestead Art Centre that delivers improved benefits and outcomes for artists and visitors.	The Bundoora Homestead Board of Management and staff team are working on four major projects to progress the Operations Plan: Measures and Evaluation Framework Stage One, Marketing Plan Stage One, Public Programs Strategy Stage One, and the draft Public Art Framework.
Deliver year one priorities of the inaugural Darebin Future of Festivals Framework.	A 'Future of Festivals' report was commissioned to review the delivery of Festivals and Events. Once Council's preferred option is decided a Future of Festivals Framework will be developed.

2018–2019 actions working towards targets:	Progress comments:
Implement a centralised events consultancy service to ensure the quality and safety of large scale events in Darebin. The service will be guided by a newly developed and overarching Council-wide Event and Festival Framework.	A review has been undertaken of the events permit system and of the delivery of Festivals and Events in Darebin. The results of this work, coupled with the new Future of Festivals framework will inform the implementation of a centralised events consultancy service scheduled for 2019.
Design and implement a new Local Community Events Scheme to provide small grants for community-led local events.	The new local community events scheme, Celebrating Darebin, will open in October it will support new, first time community events that celebrate people and place.
Improve the accessibility and engagement of Darebin's arts precincts for people with disability. Programs will be designed to create new services that include direct and positive impact for both artists and audiences with disability.	A new program has been implemented to ensure all sessions of work have various access initiatives included within their design and delivery. The program has included seven Auslan interpreted sessions of theatre works, three relaxed performances for people on the autism and sensory spectrum, and two audio described performances for people with vision impairment. Council included a participatory deaf dance party and theatre show by a disability rights activist in the Melbourne Fringe Festival.
Develop the 'garden gate to plate' link between the Bundoora Park Farm and Bundoora Park Café by providing farm fresh produce in the café.	A farm produce area is being established in the Bundoora Park Café. Bundoora Park Farm honey, Bundoora Park Farm eggs and apples from Apteds Orchards in Strathewen, 30 km from Bundoora Park, are also available for purchase.
Develop and implement a service agreement with Reservoir Neighbourhood House to support the House to become a food hub for the Reservoir community and coordinate the east Reservoir Community Garden.	A draft agreement has been developed and will be executed in October. The preliminary stages of the Reservoir Neighbourhood House Food Hub project have commenced with two stakeholder meetings being held and the recruitment of a garden coordinator.
Promote and engage the community with local food production including the delivery of the Backyard Harvest Festival.	Planning is underway for the Backyard Harvest Festival, which will be held in Autumn 2019.
Review the support provided to Seniors Clubs as part of the Age Friendly Darebin Review to ensure the support model continues to meet current and future needs.	Members of the Independent Panel met with Presidents and representatives of seniors clubs and other older adult groups to seek input into the Aged Friendly Darebin Review.
Undertake a feasibility study of the seven neighbourhood houses to inform future works that will enhance service provision.	Work on the feasibility study will commence in December 2018 with the final report completed in June 2019.
Undertake a review of all community grants and funding agreements with community organisations and create a new centralised grants program.	The grants review has commenced and progress to date has included internal and external consultation and bench marking of other Council grants programs to identify best practice.

GOAL 2

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

2.3 We will expand **lifelong-learning** opportunities, to enable local people to learn, develop their interests, and secure good quality work.

2018–2019 actions working towards targets:	Progress comments:
Council will develop a range of diverse communication mediums targeted specifically to the different agencies working with vulnerable families (for example Child Protection, NDIS providers), so that agencies are better equipped to support families' access to kindergarten and other early years services.	Council has planned and promoted two events, the Inclusive Play Space and the Navigating Kindergarten and Child Care Information Session, which targeted agencies and services working with vulnerable children. These two events will be delivered in Term 4 in partnership with early years service providers.
Complete the Lifelong Learning Strategy that will define opportunities for residents to continuously improve their knowledge and skills and commence implementation through collaboration and partnerships.	A literature review and the first phase of consultation has been completed. Council Officers have commenced reviewing the community consultation results and identifying the key themes for inclusion in the strategy. The Lifelong Learning Strategy Reference Group will develop a vision, strategy and supporting actions that will meet community needs.
Encourage and support the participation of schools (minimum of three) in their participation of a youth resiliency program.	Council is currently working with two schools to prepare for participation in the program in term one of 2019. Evaluation is currently in progress at two schools who completed the Berry Street Education Model program in 2017-18. The outcomes of this evaluation will help inform future program delivery.
Implement Libraries After Dark to promote and deliver evening activities at Preston Library.	Libraries After Dark held on Thursday evenings, has enabled a range of events focused on increasing social connection for community members of all ages. Events have included live music, Book Art workshops, monthly craft circles, author talks, table-top gaming for adults and guest speakers. The program has also raised awareness of the library while providing an alternative to gambling for many people.
Develop an East Preston Community Centre governance and operational model for implementation in 2020/21 that best suits the community's changing needs.	Council has submitted an application for funding to the Department of Health and Human Services Neighbourhood House Coordination Program. If successful, the funding would see the governance structure of the Centre transition to a Neighbourhood House. Details of the outcome of funding will be announced in October 2018.
Continue to grow our library service; increasing awareness and usage by our community.	The development of a marketing strategy is underway which will focus on raising community awareness of the benefits of using the library. In the first quarter, a dramatic reading at Northcote Library of 'The Gruffalo' provided opportunities to build children's literacy through performance and play. This event also promoted the Toy Library and other Council services for families and children. A new brochure is in development which will highlight the expansion of the Home Library Service which will now be accessible to all housebound Darebin residents.
Activate our library spaces through engaging events, collaborative partnerships and innovative technology solutions.	Darebin Libraries delivered a range of events including: sustainable craft workshops; author talks with human rights advocate Kon Karapanagiotidis, local writers Ruth Clare, Kate Mildenhall and Emily Brewin; as well as our first Aboriginal Family Storytime. Local history has been a focus with a curated photographic exhibition at Fairfield Library sharing the history of the Australian Paper Mill. Over 100 images of City of Preston and Northcote Mayors were added to our digital archives which are open to the public.



2018–2019 actions working towards targets:	Progress comments:
<p>In consultation with our community, review the community language library collection ensuring it meets the community's needs.</p>	<p>Specific questions about the community language collections will be included in the community consultation to develop the new Darebin Libraries Strategy. Appropriate languages have been identified so that our diverse community is covered in the design of the collection.</p>
<p>Continue to develop the library collection to meet community needs (including Premiers Reading Challenge).</p>	<p>An evaluation of digital collections identified the need to retire a number of underperforming resources and introduce a new film streaming platform, Kanopy, which provides access to over 30,000 movies, documentaries and learning films. In the first 6 weeks of implementation, Kanopy use has already tripled the number of views compared to the previous year.</p>
<p>Implement Darebin Libraries Technology Strategy Action Plan to deliver enhanced digital services.</p>	<p>Rollout of the new self-serve borrowing kiosks at all branches has been completed. The kiosks enable promotion of upcoming library events. Customers have responded positively to the faster and more streamlined experience. There are also plans for the powerpoints at Preston and Northcote Libraries to include USB connections to enable the use of audiovisual equipment to support children's events.</p>



GOAL 3

We will ensure our planning system facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community.

3.1 We will encourage and facilitate **appropriate high-quality development in identified areas** to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

2018–2019 actions working towards targets:	Progress comments:
<p>Complete the Review of the Planning Scheme to ensure the Planning Scheme is achieving Council's strategic goals and meeting the technical requirements for review in the Planning and Environment Act.</p>	<p>An assessment of the Darebin Planning Scheme has been undertaken, as outlined in the Darebin Planning Scheme Review Report 2018. The recommendations of the report will ensure that Council can achieve its vision for 'a greener, bolder, more connected city' by establishing clearer requirements for future development. A full review has taken place to identify the strategic gaps and opportunities to deliver on Council goals, and these pieces of work (many of which are already underway) have been prioritised. The technical sections of the review that are required by State Government legislation have also been completed.</p>
<p>Continue to work closely with the State Government to commence the Planning Scheme amendment process for future years.</p>	<p>A Darebin Planning Scheme Review Report 2018 has been completed and will be presented to Council in December 2018. Once this is adopted, the next step is a Ministerial Amendment in accordance with the State Government SMART planning program.</p>
<p>Begin work to develop a long term integrated plan for the future of the City – creating greater certainty for the City and a 50 year vision for a sustainable, liveable, productive, accessible, creative City.</p>	<p>Council has commenced the scoping and planning for the development of a 50 year vision for the municipality.</p>
<p>Complete the investigation of the Northland Urban Renewal Precinct (a new suburb in Preston East), and develop a draft Structure Plan, and advocate for good public transport links to service the area.</p>	<p>Preparation of the Northland Urban Renewal Precinct (NURP) Structure Plan has been guided by the community consultation undertaken during May to June 2018. To inform the development of the Structure Plan, Council has completed the NURP Street Network Strategy and commenced the Waste, Energy and Creative Industries Strategies. Council will continue to liaise with land owners and other stakeholders to ensure the best possible outcome for the long-term future of the Precinct.</p>
<p>Develop a vision for Central Preston in partnership with the community, to progress development of a new, long-term plan to guide how the Central Preston precinct will be developed.</p>	<p>Council has undertaken community engagement activities to develop a vision for Central Preston including surveys and workshops with the community and key stakeholders. Further engagement took place in October with street stands and an all-day Summit with visiting experts on relevant topics and a range of activities to explore the needs of the future area in relation to themes such as transport, housing, shopping, working, local identity and open space. The ideas and aspirations of the local community and stakeholders will inform the vision for the area and the development of a concept plan which will be translated into a precinct structure plan to guide future growth and development.</p>
<p>Work to ensure Preston Market and its neighbourhood thrives into the future including working with the Victorian Planning Association to review the planning controls and future opportunities at the site.</p>	<p>Council worked with the Victorian Planning Authority to undertake community engagement which included a Community Reference Group, pop-ups and an online survey. Council developed guiding principles for the Preston Market precinct which were endorsed on 3 September 2018. The Victorian Planning Authority (VPA) Recommendations Report was provided to the Minister in October. The Minister decided that the VPA in partnership with Council will now progress to the next stage of preparing planning controls and future opportunities for the precinct.</p>



2018–2019 actions working towards targets:	Progress comments:
Identify and respond to opportunities and address issues arising from State Government projects, developments and land holdings where appropriate, and advocate for positive outcomes that align with Council's plans for the community (including Oakover Village).	Council has been proactively engaging with the State Government regarding: the retention of valuable biodiversity (grasslands) through the proposed sale of Dumbarton Street, Reservoir; affordable housing and the future of State Government land assets in the Oakover Village precinct, and improved active transport and public realm outcomes as part of the Reservoir and Bell Level Crossing Removal project.
Work closely with the State Government to advocate for significant improvements at Reservoir Junction at the same time as removal of the Level Crossing.	In August 2018 the State Government confirmed the works on the High Street, Reservoir level crossing removal will commence in January 2019. Council has also advocated to government to simplify and improve the complex road network adjoining the level crossing as proposed in the Reservoir Structure Plan to deliver broader benefits such as improving pedestrian safety and connection between Edwardes Street and Broadway. The road improvements are not included in the current level crossing removal project with the State Government. The LXRA have confirmed the High Street level crossing removal project will future proof the opportunity to fix the roads allowing for the future implementation of the Reservoir Structure Plan.
Advocate with the Level Crossing Removal Authority and other partners to maximise positive outcomes for local communities affected by level crossing removals.	Council is seeking to maximise community benefits by influencing the final design and package of works associated with the Reservoir Level Crossing Removal project. Design amendments to enhance the active transport and public realm will be sought through the Level Crossing Removal Authority process.
Consult and finalise the review on the Darebin Open Space Strategy, and work with the State Government to seek approval for changes to the Planning Scheme to collect any additional Open Space Levy amounts from developers in future years.	Following consultation with the community in February 2018, a draft of the Open Space Strategy has been completed. The draft is currently out for community consultation. The draft of the Open Space Strategy contains policy statements and justification for an increased Open Space Levy. Following adoption of the final Open Space Strategy, a planning scheme amendment process will begin to make changes associated with the levy.
Continue collecting funds from developments in activity centres to support the upgrade of streetscapes adjacent to their development.	Planning permit conditions are now being routinely applied to implement this requirement, the condition has been applied on major development sites including those at the corner of High Street and Arthurton Road, Northcote and High street and Raglan Street, Preston.
Complete the development of a long-term infrastructure plan for works across Darebin, which is a critical component of a Developers Contribution Scheme.	The Development Contributions Plan is a high priority for Council. The project is well underway, however due to the complexity and scale of the work, the project has seen some delays to the original timelines. The current focus is on the 10-Year Capital Works Plan to identify future infrastructure based on projected future demographics.
Work closely with the State Government to seek approval for changes to the Planning Scheme required to start collection of developer funds.	Council will continue its advocacy to the State Government for the introduction of a Development Contributions Plan. The purpose is to levy developers for contributions to provided infrastructure that will be required as a result of future population growth.

GOAL 3

We will ensure our planning system facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community.

3.1 We will encourage and facilitate **appropriate high-quality development in identified areas** to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

2018–2019 actions working towards targets:	Progress comments:
Review the Darebin housing policy and strategies to meet long term community needs and maximise affordable housing throughout the municipality.	Council has been undertaking background research and investigations to inform future housing policy work. Current projects such as Townhall Avenue and Oakover Village precinct will help to inform Council's policy and strategic direction.
Review the Darebin housing policy and strategies to meet long term community needs and maximise affordable housing throughout the municipality.	Council has been undertaking background research and investigations to inform future housing policy work. Current projects such as Townhall Avenue and Oakover Village precinct will help to inform Council's policy and strategic direction.
Consider the feasibility and delivery model for an affordable housing site on Townhall Avenue.	Over July and August 2018, Council undertook community consultation and held a public hearing regarding the potential lease of this site. Further investigations are underway into the feasibility of the site as well as the issues raised through consultation.
Advocate for high levels of affordable housing at State Government owned renewal sites throughout Darebin, including Oakover Village.	Council continues to advocate to and work with the State Government regarding affordable housing in Darebin, and has prepared a draft Housing Diversity Report for the Oakover Village precinct.



3.2 We will support our creative industries to ensure the city grows as a significant arts and creative centre.

2018–2019 actions working towards targets:	Progress comments:
Deliver Year One priorities of the Darebin Creative and Cultural Infrastructure Framework.	A new operational model has been endorsed by Council in September to establish Northcote Town Hall and Darebin Arts Centre as dedicated arts hubs. The establishment of a five-year operational plan is in progress and is designed to ensure a long term and sustainable approach to cultural services in Darebin. This aligns with the Bundoora Homestead Arts Centre's growth strategy to strengthen cultural hubs with increase visitation, community participation, arts programming and creative partnerships. The Northlands Creative Strategy was developed as part of the Northland Urban Renewal Project and directly addresses priorities of the Creative and Cultural Infrastructure Framework.
Implement the Public Art Framework 2018.	Significant consultation and research has been completed to inform the draft Public Art Framework. The draft Public Art Framework will go to Council for their consideration in early 2019. Following this, community input will be sought prior to finalisation and adoption of the Public Art Framework.
Scope a new landmark public art commission that acknowledges and recognises Darebin's migration story.	The scoping for a new landmark public art commission celebrating Darebin's migration story will commence in December 2018. It is planned to identify a maximum of five sites within Darebin to locate a public artwork of significance both in scale and visibility.
Undertake a professional and market-led valuation of the indoor art collection for insurance purposes.	Council is in the process of valuing our indoor art collection for insurance purposes.
Develop and test a cultural outcomes framework using the Speakeasy program (a year-round independent theatre program) to monitor and evaluate the impact of a local performing arts scene based at the Northcote Town Hall Art Centre.	In partnership with the Cultural Development Network, an outcomes and measurement framework has been implemented as part of the Speakeasy Program at Northcote Town Hall Arts Centre. A number of cultural, social and economic outcomes are informed by new data collection methods and evaluation tools.
Design, develop and implement a municipal-wide arts marketing plan to diversify audiences and grow visitation across signature arts precincts in Darebin.	Scoping has begun regarding the future development of an Arts Precincts Marketing Plan.
Expand Council's art collection through new acquisitions and commissions of both indoor and outdoor art works aligned to the Collections Policy and Public Art Framework 2018.	New artwork has been acquired for the Darebin Art Collection.
Complete the restoration of FIDO public art work located in Fairfield.	Waiting on consistently warmer weather before applying the prescribed coating to the structure.

GOAL 3

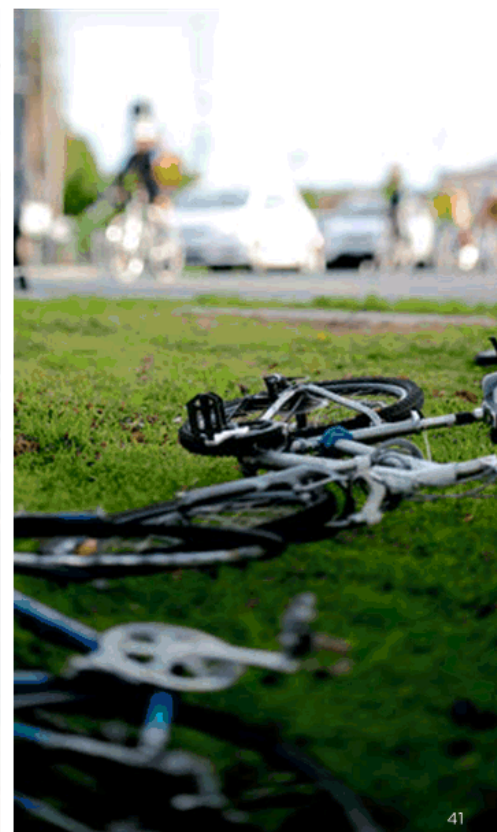
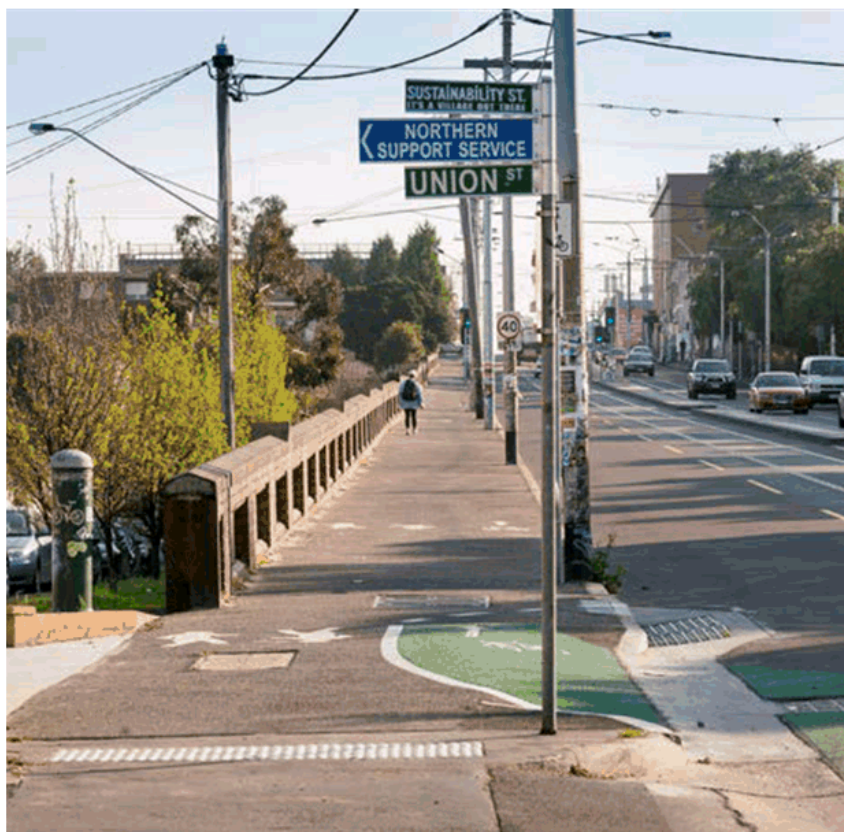
We will ensure our planning system facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community.

3.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

2018–2019 actions working towards targets:	Progress comments:
Construct local area traffic treatments in Northcote, Thornbury and Reservoir at high priority locations nominated by traffic management and road safety audits. Complete design works for additional high priority construction works in subsequent financial years.	Local area traffic management and place-making treatments have been completed along Queen Street in Reservoir and Springthorpe Boulevard in Macleod. Works are expected to commence along Oakhill Avenue, Reservoir later in 2018. Further design and community consultation work is progressing in various locations across the municipality.
Complete design works for additional high priority construction works in subsequent financial years.	Design has begun for road rehabilitation, laneways and other civil projects. Designs will be ready for construction in the 2018–19 financial year.
Construct upgrades to six small Shopping Strips with new amenities including bins, recycling bins, cycle hoops, seats or trees.	Design works for six retail centre upgrades were completed in 2017-18. Council will publically advertise works for construction in early 2019.
Renew three special rates schemes to enable traders associations to continue improving and marketing key activity centres.	Council is working with the Business Associations of Fairfield, Northcote and Preston and has developed a project plan for the renewal of the Special Rate Schemes. This is the first step of the statutory process that will progress into 2019.
Deliver maintenance programs for streetscapes and public spaces in line with current levels of service.	Council has invested substantial resources into upgrading major shopping strips and streetscapes. An audit of major streetscapes has identified areas that will receive an increase in service including Edwardes Street Reservoir, Broadway Reservoir and Station Street Fairfield.
Integrate safety as a high priority into all design for new public places and facilities including consideration of lighting design.	Increasing perception and actual safety are high priorities in every Council project. Council undertakes safety audits and incorporates the Crime Prevention Through Environmental Design principles as part of the design process for parks, playspaces, activity centres and streets. Lighting guidelines have been developed for Edwardes Lake Park.
Continue to install high efficiency lighting whenever replacement or renewal is needed.	Work is underway to improve the effectiveness of this council service.
Commence the implementation of the Gender Equality Map pilot, in partnership with the State Government, including undertaking a minimum of one gender and community safety audit.	The Gender Equality Map project has been postponed by State government, expected to be launched in October. Two gender and community safety audits have been completed as part of the Northern Pipe Trail project in partnership with the Darebin Women's Advisory Committee. These audits captured valuable insights into women's experience of safety in the space which will inform the design of this area.
Deliver at least two whole of place audits to identify actions to reduce crime and improve perceptions of safety.	Three locations have been identified for audits, Johnson Street shopping precinct (Reservoir), TW Andrews Reserve (East Reservoir) and A.H. Capp Reserve (Preston), which will take place in October and November 2018.



2018–2019 actions working towards targets:	Progress comments:
Using a risk based approach, respond appropriately, consistently and in a timely manner to matters affecting the safety and amenity of our community.	Work is progressing on the development of a new local law for council which, as part of the process to develop the local law, will include a risk assessment of any proposed changes. This will ensure that council is incorporating a risk based approach which will deliver sustained and on-going improvement in the management of issues that affect the safety and amenity of our community. This action is currently on track and progressing.
Provide an effective monitoring and compliance response to parking that supports Council's efforts to improve the safety and amenity of our road network.	A review of the overall parking strategy for the City of Darebin is underway. As the strategy is developed, the role enforcement and emerging technologies will play in ensuring the delivery of the outcomes of the strategy is continually being modified and considered. This ongoing involvement will ensure that council has the capacity to meet community expectations regarding parking management into the future.
Complete the review of the Graffiti Strategy.	Public consultation will begin in the early 2019.
Complete 12 street art murals across the municipality to minimise graffiti occurring at hot spot locations whilst improving the amenity.	Currently one mural has been completed and a further five will be installed prior to Christmas.

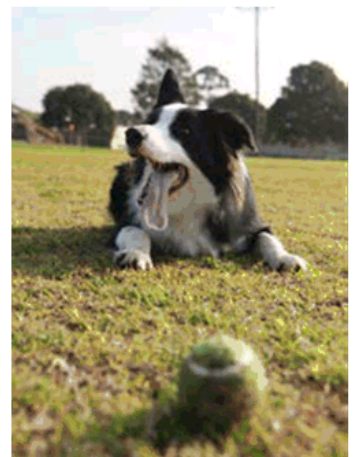
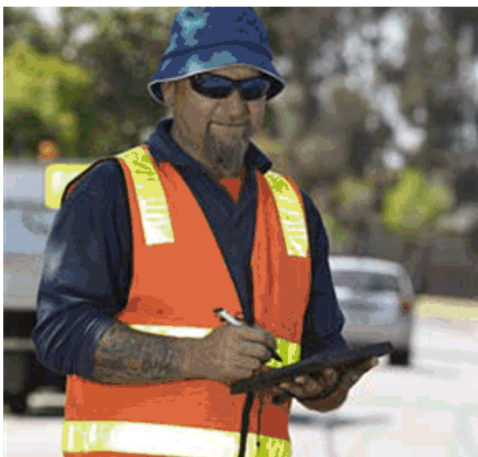


GOAL 3

We will ensure our planning system facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community.

3.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

2018–2019 actions working towards targets:	Progress comments:
<p>Deliver year two actions identified in Council's 2017–2021 Domestic Animal Management Plan (DAMP) including those actions aimed at ensuring responsible animal ownership continues within our community.</p>	<p>Council is well advanced in the delivery of the DAMP's year two actions. Highlights so far this year include:</p> <ul style="list-style-type: none"> - funding being approved to conduct a mobile de-sexing program - ongoing training of officers - an improved microchipping programme through consultation with vet clinics, domestic animal businesses, and our neighbouring municipalities.
<p>Improve our approach to construction management and enforcement to better address the disruptions that the current high levels of development are causing in our community.</p>	<p>A whole of council approach has been undertaken to better understand the scope of the issue. With the complexity of the problem better understood, options around possible solutions to the issue will be developed as part of the next phase of this project.</p>
<p>Prioritise the enforcement of compliance and safety issues, such as swimming pool fencing and boarding house management.</p>	<p>The monitoring and enforcement of safety risks related to both swimming pools and boarding houses are given priority. During the last quarter, Council has issued and acted on a total of 14 building notices and two orders related to boarding houses. Many of the issues related to the failure to provide adequate safety measures in the event of a fire.</p>



GOAL 4

We will support and attract a diversity of local businesses and industries by fostering an environment in which they can thrive.

4.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

2018–2019 actions working towards targets:	Progress comments:
Deliver the Pitch IT program to support new businesses in Darebin.	Council completed a scan of current trends in digital entrepreneur accelerator programs to develop a 2019 Pitch IT program. On 15 of August Council delivered a workshop on how to use a free online graphic design tool. Pitch IT is expected to commence promotion in February 2019.
Support the establishment of a social enterprise network in Darebin.	Council assisted the Bridge/ Moon Rabbit Café to deliver an Employing Diversity event on 27 August. The first networking event for Darebin social enterprises has been organised for 31 October. At this first meeting, it is anticipated that attendees will provide Council with information on what support they would like to receive from Council to assist with developing a network.
Undertake research to understand Darebin's micro business structure.	A detailed scope has been developed for the research project.
Undertake a business support program to assist local migrant and refugee women to start their own businesses.	Developed the scope of the program which will support migrant and refugee women to progress their business concepts.
Encourage businesses to take up apprenticeships and other employment programs available through state and federal government funding, including placement opportunities for Aboriginal and Torres Strait Islander people.	Council participated in the Northland Jobs Fair, the Skills First Regional Forum and worked with local business Activ8Me to increase employment of Aboriginal job seekers.
Undertake two projects with local tertiary providers to enhance employment outcomes.	Council presented to hospitality students on government procurement requirements and business opportunities. Council also held discussions with Melbourne Polytechnic on how to involve members of their Adult Migrant English Program and the Career Ready team at La Trobe University regarding student engagement with local businesses.
Continue to work with the community to develop a Parking Management Strategy that will consider community, transport, public space, climate change and responding to population growth in the City.	An Issues and Opportunities paper has been finalised, and the first stage of community engagement is expected to be undertaken in late 2018. Data collection to inform future decision making is also being undertaken. Fairfield parking consultation has been completed and changes implemented.



GOAL 4

We will support and attract a diversity of local businesses and industries by fostering an environment in which they can thrive.

4.2 We will enable and activate space, including vacant shopfronts and council facilities, to accommodate different businesses and industries.

2018–2019 actions working towards targets:	Progress comments:
Activate vacant shop fronts in Darebin.	Council launched Be Kind Textiles from a previously vacant shop in St George’s Road and completed an art installation in High Street Thornbury. Council also worked with three new creative businesses and met with four commercial real estate agents and two developers.
Support businesses operating in Council facilities at the Melbourne Innovation Centre in Alphington and the old Police Station at Northcote.	In October Council coordinated the delivery of Melbourne Innovation Centre digital workshops in Preston and attended a community session with the Melbourne’s Food Hub which showcased incubator businesses including Farmwall, Lifecykel and the Practical Beekeeper.
Develop a partnership between the Darebin Arts Centre and the Global Sisters social enterprise initiative to enable access to a commercial grade kitchen to support start-up local food enterprises.	Council has been working in partnership with Global Sisters to facilitate access to the Darebin Arts Centre commercial kitchen for women who are re-entering the work force, or entering it for the first time. The kitchen has been made fit-for-purpose and access for Global Sisters will commence from October 2018.
Reinvigorate the Darebin Art Centre as a centre for arts and innovation with public areas (including the main foyer of the Darebin Art Centre) upgraded to meet community expectations of a functional and quality arts centre.	In addition to transitioning the Darebin Arts Centre away from a Council facility for hire and into a dedicated arts centre, the Darebin Arts Centre is undergoing a refurbishment of the foyer. These works will ensure the aesthetic standard of the centre meets the expectations of the community as well as ensuring accessibility for people of all abilities.





4.3 We will pursue regionally significant economic opportunities to drive growth and sustainability for our region.

2018–2019 actions working towards targets:	Progress comments:
Continue our partnership with NORTH Link to advocate for regional economic growth and implementing regional strategies such as the Melbourne’s North Food and Beverage Growth Plan.	Council supported the official launch of the Melbourne’s North Food and Beverage Group on 30 August. Three Darebin businesses exhibited as part of the Melbourne’s North Food Group stall at Fine Food Melbourne in September. Council continues to promote the opportunity for local businesses to participate in this Group.



GOAL 5

We will lead on equity and recognise our **diverse community as our greatest asset** for solving future challenges.

5.1 We will ensure our services, facilities and programs **benefit all**, including our most vulnerable.

2018–2019 actions working towards targets:	Progress comments:
Develop an Equity, Inclusion and Human Rights Framework with associated actions plans.	A draft of the framework was completed this quarter. Following consultation on the draft, the framework will be presented to Council for endorsement in 2019.
In partnership with external community organisations and internal stakeholders, identify employment programs that support Darebin's underemployed, unemployed, low socio-economic, CALD, youth, disabled and disadvantaged community members to develop skills, build capacity, gain experience and increase opportunities to gain meaningful employment.	Council continues to work closely with the Darebin Aboriginal Advisory Committee, Darebin Ethnic Communities Council, La Trobe University, Melbourne Poly Technic and other external stakeholders to identify and support local employment pathways within Council. In this quarter we have supported 40 placements, have engaged an Aboriginal and Torres Strait Islander trainee and have prepared for the Real Jobs Industry Program for year 10 local students in October.
Continue to apply the equity, inclusion and wellbeing assessment tool to ensure our services, facilities and programs prioritise the needs of our most vulnerable.	Council continues to apply the equity, inclusion and wellbeing assessment tool across the organisation to ensure our services, facilities and programs prioritise the needs of our most vulnerable. Six assessments were undertaken this quarter, including the draft Open Space Strategy and the draft Multicultural Communications Action Plan.
Review the 2015-2019 Disability Access and Inclusion Plan and develop a new plan for Council.	Planning has commenced to map out community engagement activities that will inform both the evaluation of the current plan and the development of the upcoming plan.
Construct two new disabled parking spaces serving Activity Centres and schools to improve safety and accessibility for users.	Designs for disabled car spaces have commenced with anticipated construction to be completed by June 2019.
Finalise designs for disabled parking spaces in five locations in Darebin to be constructed in subsequent financial years.	The construction of two parking bays for persons with a disability have been procured and will be constructed prior to the end of 2018. One further bay will be constructed during the school holidays. A total of seven parking bays for persons with a disability will be progressed through the design stages, including consultation, by the end of the calendar year.
Complete access and inclusion capital works improvement program for the following projects: the bridge internal alterations (Stage 2 Construction) 220 High Street, Preston; accessibility alterations to Merrilands Community Centre East Building (Stage 2 Construction) 35 Sturdee Street, Reservoir; the bridge relocation of accessible toilet (Stage 2 of 3 Design) 220 High Street, Preston; and the bridge accessibility (Stage 1 Design) Shaftesbury Parade, Thornbury.	Merrilands East works are underway with works expected to be completed by end of December 2018. To ensure a more competitive list of submissions, the procurement closing date for works at the Bridge, Preston has been extended. This will delay the expected completion date for the Bridge (Preston).

2018–2019 actions working towards targets:	Progress comments:
Implement the final actions from the 2017 Language Aide and Multilingual Service review.	The implementation of this project has begun, with the development of the strategy finalised and Council briefed on next steps. The implementation of that strategy will start by the end of the second quarter.
Meet our legislative and moral obligations to children, ensuring that children and young people involved in Council programs or visiting Council are safe from harm and abuse.	Facilitated training has been delivered to all teams that provide direct services to children and young people to ensure they have an understanding of legislation, policy and moral obligations. Council is finalising its online training module in preparation of roll out across Council. Council is currently developing the Safeguarding Children Code of Conduct which will be communicated across the organisation in 2019.
Deliver a professional development program designed to address inequality in the music industry targeting early-career music producers.	Darebin Music Feast has been specifically designed this year to focus on the gender inequity in the music industry. A weekend-long series of professional development programs will be delivered that considers relationships between gender, sound and narrative. The series covers ideas about how female, femme and non-binary indie musicians approach their artistry, what makes them, what breaks them, and how broader issues like age, class and ethnicity affect creative practice.
Deliver the AMPLIFY mentoring program (a professional development program to address inequality in the music industry) as part of the 2018 Darebin Music Feast.	AMPLIFY will be delivered on Saturday 27 October as part of the 2018 Music Festival. In 2018, AMPLIFY was open to Aboriginal and Torres Strait Islander music event producers and the resulting event, Jirmujina Liyan (songs for spirit), showcases Aboriginal and Torres Strait Islander People through music.
Develop and deliver a 12-week arts development mentoring program for young people from disadvantaged backgrounds. 'LET'S TAKE OVER' Arts Producing Mentorship will culminate in a one day arts festival at Northcote Town Hall Arts Centre.	Council recruited mentors and mentees, the program will be implemented in late 2018.
Deliver a feasibility report on the Intercultural Centre with a focus on the functional, space and design requirements as well as a renewal of the vision, service outcomes and potential locations.	Planning has commenced to develop a feasibility study into the Intercultural Centre. Work will begin to develop an understanding of the operational model required for the program and possible relocation options.
Adopt and implement an Electronic Gaming Machine Policy.	The draft policy and action plan has been prepared and will be ready for Council adoption by the end of 2018. Council continues to be an active member of the Alliance for Gambling Reform, participating in the Mayors Unite for Pokies Reform event in July 2018.
Develop a partnership with the Brotherhood of St Laurence to deliver an employment support program for asylum seekers and refugees.	Council has executed a funding agreement with the Brotherhood of St Laurence to allow the Employment Pathways for People Seeking Asylum project to commence. This will operate from the East Preston Community Centre for a period of 18 months.

GOAL 5

We will lead on equity and recognise our **diverse community as our greatest asset** for solving future challenges.

5.1 We will ensure our services, facilities and programs **benefit all**, including our most vulnerable.

2018–2019 actions working towards targets:	Progress comments:
Advocate for good community outcomes and high levels of affordable housing at State Government owned renewal sites throughout Darebin, including Oakover Village.	Council has continued to advocate to and work with the State Government regarding affordable housing in Darebin. Council is also working with private landowners in the Oakover Village precinct to guide good community outcomes through the preparation of a Concept Plan, Transport Assessment, Utility Infrastructure Assessment and Housing Diversity Report.
Develop and implement a Local Diversity and Inclusion through Employment Strategy that identifies ways to minimise the barriers to diversity in the workplace and increases pathways to employment for our local community.	To support this, the Employment Pathways Committee is working collaboratively to explore local employment and placement options. A Volunteer Policy is being finalised. Work on the Local Diversity and Inclusion Through Diversity Strategy will commence in January 2019.
Develop and deliver Aboriginal and Torres Strait Islander and Refugee Mentoring Programs across Council.	The Aboriginal and Torres Strait Islander mentoring program has commenced. Training has been delivered to both mentors and mentees to ensure the group has the skills and knowledge to take part in the program. Mentor and Mentees have been partnered and follow up 'connect' sessions are being scheduled.
Deliver Aboriginal, Cross Cultural, Diversity and Inclusion and Disability Awareness Training across Council that fosters a more creative, inclusive, respectful and productive workforce and workplace.	Aboriginal and Torres Strait Islander Awareness and Disability Awareness training has been delivered through the Corporate Training Calendar, with more sessions planned for the remainder of the year. Over the next quarter, we will deliver LGBTIQ, Disability Awareness and Say No to Racism Training.
Support the implementation of Council's Workplace Cultural Development Strategy through the facilitation of programs that build a harmonious, performance and values-based culture that meets the changing needs of our diverse workforce and community.	A yearly training calendar has been implemented to support the continued development of a harmonious, performance and values-based culture. Programs include Introduction to Emotional Intelligence, Being a Peak Performer, Lead Innovative Thinking and Practice, Creative Thinking and Problem Solving, and Develop and Implement Strategic Plans. In addition, Coordinators and Team Leaders will be attending Teamwork Performance and Accountability training.





5.2 We will bring the ideas of our diverse community into our decision-making.

2018–2019 actions working towards targets:	Progress comments:
Undertake a review of Council’s Community Grant Program to deliver a more effective and streamlined approach.	The grants review has commenced and progress to date has included internal and external consultation and bench marking of other Council grants programs to identify best practice. This information will inform an issues paper and draft recommendations for internal review to be completed in October 2018.
Design and implement opportunities for children and young people to participate in civic life by seeking their input into decisions that affect them including Northland Urban Renewal Precinct, Reimaging Ruthven Master Plan and Northcote Aquatic and Recreation Centre Renewal.	Two outdoor redevelopment projects (the Bridge Neighbourhood House and Perry St Childcare Centre & Elizabeth Gorman Memorial Kindergarten) have been identified for consultation with children. Planning for additional consultation with children as part of the Darebin Play Maps project has commenced.
Develop a comprehensive Community Engagement Framework that will shape and drive our engagement processes with the Darebin community to ensure we continually reflect the views and needs of residents, traders and visitors.	Council will develop an overarching community engagement framework that will guide it in its work with the community to ensure a more thorough consultation and engagement process. Work on this project has been delayed due to a realignment of the department, however, the scoping part of the project will start before the end of the second quarter.
Deliver the recommended solutions identified by the Young Citizen Jury that respond to the key issues currently affecting Darebin young people.	Council provided leadership training to all members of the Young Citizen Jury through the Reach Foundation. Three subcommittees were established to focus on priority jury recommendations.
Undertake a comprehensive and inclusive community engagement process, including community listening posts and digital channels, for the coming 2019–20 budget. Research and develop a deliberative budget engagement model to be implemented in 2019–20.	The pre-budget consultation has been completed and included focus groups, pop up consultations across the city and an online engagement channel. The results of this engagement are currently being fed into the budget development process. Stage two of the engagement will happen early next year when the draft budget is put out to the community for consultation and comment.



GOAL 5

We will lead on equity and recognise our **diverse community as our greatest asset** for solving future challenges.

5.2 We will bring the ideas of our diverse community into our decision-making.

2018–2019 actions working towards targets:	Progress comments:
Review the Terms of Reference for our Community Advisory Committees to ensure consistency and clarity of purpose.	An initial review has been undertaken of the terms of reference. A full review will be undertaken in conjunction with the community advisory committee review, which will take place later in the year.
Provide training and targeted professional development for councillors.	Professional development training is provided for Councillors as requested.
Deliver training and online resources to help citizens make verbal and/or written submissions at government bodies and other agencies.	Over the next quarter Council will connect with community members, training providers and community organisations in relation to participation.
Work with local schools to encourage student's attendance at three daytime Council Meetings in 2019, in recognition of the value of children and young people's participation in local democratic processes.	Council has commenced initial project planning and design to encourage student's attendance at three daytime Council meetings in 2019.
Optimise the processes for briefing sessions to ensure Councillors have all the relevant information to inform decision making.	Review of briefings is scheduled to commence in Q2.
Review the procedures for tracking Council resolutions to ensure they are implemented in a timely manner.	The process is in place to 'generate actions' for officers automatically after each Council meeting. Follow-up reports are to be provided to the Executive Management Team (EMT) and Council Briefings as required.
Finalise Council's Advocacy Strategy that focuses on the issues important to the Darebin community and supports Council's efforts in fighting for our voice to be heard at a State and Federal Government level.	The realignment of the Department and the recruitment of a resource to focus on advocacy (mid-November start) has delayed this project. However, some initial work was done as part of the lead up to the 2018 State Election, in particular on level crossing removals, tram route 11 and funding for Darebin sports facilities.

5.3 We will be responsive and respectful to the current and emerging aspirations of **Traditional Owners and Aboriginal and Torres Strait Islander communities** in Darebin.

2018–2019 actions working towards targets:

Develop a new Aboriginal and Torres Strait Islander Action Plan for endorsement by the Aboriginal Advisory Committee.

Progress comments:

A draft Aboriginal Action Plan has been developed and endorsed by the Darebin Aboriginal Advisory Committee. Work is now being undertaken to seek broader community input into the draft Action Plan before a final draft is presented to the Advisory Committee for endorsement in early 2019.



GOAL 6

We will be a **leading, modern, and open council** to meet our challenges, now and in the future

6.1 We will implement **the best delivery models** to optimise efficiency and value.

2018–2019 actions working towards targets:	Progress comments:
Complete a review of Council's Asset Management Policy and Strategy aimed at ensuring that service delivery is provided in a financially sustainable and effective manner.	A scope of work is being developed for procurement to commence in Q2 for a contractor to assist with the review of the strategy.
Implement a program to drive and expand upon its current continuous improvement capability. The program will focus on productivity and efficiencies gains, customer service improvement, business integration and cost savings.	A continuous improvement training program has been developed, which will be rolled out from November. One service review and twelve process reviews have been completed.
Review Council's current Project Management Framework to support the design and implementation of consistent project management principles across the organisation for all major projects CAPEX and non-CAPEX projects.	Planning has commenced with implementation due in the second half of the financial year.
Develop a new Property Management Strategy to guide Council's future decision-making in relation to the management of its property assets, leases, licences and service levels.	Work is scheduled to commence in Q2.
Develop and commence implementation of a Workforce Planning Strategy that aligns the needs and priorities of the Council with those of the workforce, ensuring that it meets legislative, regulatory and service needs of our community now and into the future.	Council continues to work closely with neighbouring Councils as part of a regional partnership and is developing a framework for the Strategy which will ensure Council is legislative compliant and Council's resource needs are mapped into the future. The work will be finalised in 2018–19.
Conduct an extensive five-yearly household survey to better understand the needs of the Darebin community and ensure that this is reflected in our services and delivery methods.	This project is yet to begin, as the initial timing clashed with Council's quarterly survey of the community. The five-year annual survey will now be implemented in early 2019.
Undertake a periodical assessment of the alignment of staff and resources regarding service delivery and community levels of service.	To be scoped as part of the development of Council's Workforce Planning Strategy.
Undertake a review of Council's procurement policy, framework and processes to deliver better practice, improved compliance, enable collaboration with other Councils and social procurement outcomes.	Council is preparing a new Procurement Policy and Strategy to embed social and sustainable procurement principles that demonstrate corporate responsibility and better practice.



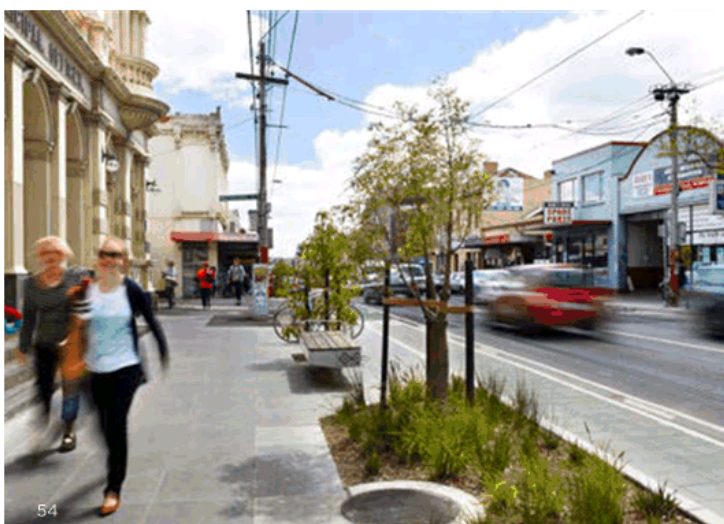
2018–2019 actions working towards targets:	Progress comments:
Collaborate with surrounding northern region Councils to explore shared opportunities, minimise costs and maximise value for money for our communities.	Council is collaborating with our northern region partners in relation to the procurement process for Employee Assistance, Vendor Neutral Temporary Staffing and Workforce Planning.
Collaborate with the Northern Region Councils, deliver an IT systems integration project that will deliver the ability to integrate various technological systems that will streamline customer service, improve functionality and enable more efficient business services.	A monthly Northern Region Councils CIO forum has been established to discuss the application of technology to Council services. The integration of existing systems to provide timely integrated data and efficient business services is currently being investigated.
Complete the IT Strategy and 'Digital First' plan to support Council's commitment to improved customer service, digital initiatives, business efficiency, 'Smart City' innovations and value to the community.	In order to build a robust and relevant IT Strategy and Digital plan, Council has assessed its People, Process and Technology capability. An engagement plan to canvas the thoughts and requirements of the organisation and stakeholders is currently being prepared.
Scope and design a digital solution to decrease the councils expensive and physically large storage footprint resulting from storing in excess of 15000 archive boxes. This will encompass aspects such as physically auditing to reduce box numbers, digitising documents to provide cheaper, more secure storage with quick and effective management/recall of records, disposal and regulatory compliance.	The digitisation of Council records to help minimise the expense and effort of storing physical records is strongly dependent on the technology system being used. Council has begun to research a cost-effective and viable approach to electronic records storage.
Finalise and commence the implementation of the Customer Service Strategy.	Preliminary planning has started which includes a customer complaints and handling process and charter.
Develop and implement a new Complaints Handling Policy.	The mapping of complaints has begun and will be developed in line with the Customer Service Strategy.
Introduce a new digital platform to significantly improve the convenience, simplicity and effectiveness of the community's interaction with Council's services. The platform will support the 'Digital First' plan by enabling a wide range of services to be offered online as well as improve the in person and phone based customer experience through increased customer service capability.	The ability to provide a platform to build applications and workflows will require significant research. Other Council IT leaders have been engaged to conceptualise and investigate options.
Expand the use of the Darebin City Council website through automated online forms and payment capability.	This project is commencing with a large stakeholder community engagement program to ensure Council builds a scalable platform to deliver automated services such as secure payment services and a variety of online forms which would feed directly into Council systems.

GOAL 6

We will be a **leading, modern, and open council** to meet our challenges, now and in the future

6.2 We will find new ways to deliver long-term financial sustainability.

2018–2019 actions working towards targets:	Progress comments:
Progress implementation of the Public Open Space Levy and Developer Contribution Scheme (see Strategy 3.1).	A draft of the Open Space Strategy will be released for community consultation in November 2018. As part of this body of work, an Open Space Contribution Framework will propose changes to the Open Space Levy. Once adopted (planned February 2019), this will form the basis of the planning scheme amendment process.
Council will explore and implement solution-based engagement methods that suit the diverse stakeholder groups across our community.	The realignment of the department has delayed some work on this project. The extensive consultation piece has been completed and developed into a series of strategies and recommendations for the organisation. These have been tested with departments and feedback received.
Negotiate a modern and flexible Enterprise Agreement that is sustainable and reflects industry and industrial standards.	Council has been negotiating with the Parties to the Agreement. Council presented a financially sustainable, modern proposition to the Parties. This was unanimously endorsed by Union Members. Council is currently finalising the Agreement in preparation of the employee voting process in November 2018.
Review Council's ten year financial strategy that delivers funding for ongoing service delivery to the community, the timely renewal of community assets and the assets required for ongoing service delivery and new community assets. This strategy will fully integrate with the Council Plan, Strategic Resource Plan, Capital Works Plan, Annual Budget, and other informing Council strategies.	A review of Council's ten year Long Term Financial Plan (LTFP) is underway as part of the 2019–20 Annual Budget process. A review of Council's Asset Management Strategy and Council's ten year capital works plan has been the focus of this first quarter.
Develop a new Risk Management Policy and Framework to ensure an integrated and holistic approach to the management of risk is embedded organisation-wide.	The existing Risk Management Policy has been reviewed and revised, and a new Risk Management Framework has been drafted.





6.3 We will communicate our progress on the actions in this council plan to residents, community leaders, community organisations, business, industry, and Victorian and Federal governments to ensure we can all act together.

2018–2019 actions working towards targets:	Progress comments:
<p>The Darebin website will be redeveloped to provide the community with greater access to the information they need about their local community and services. There will be significant community consultation built into the project to ensure the views of Darebin residents, traders and visitors are incorporated into the new design.</p>	<p>Initial discussions have been held with approval for the Darebin corporate and library websites to be combined in the redevelopment. Funding for stage one of the project has also been identified. The next step is the initial consultation and scoping process, which will start by the end of October.</p>
<p>Develop an interactive map for the community to view Council services and where they are located.</p>	<p>The Darebin City Council Website project will utilise a geographic information system (GIS) which will gather, manage and analyse data. This will be a component of the Internet project which is currently in the concept phase.</p>







FINANCIAL REPORT

3 months ended
30 September 2018



Financial Report

3 months ended 30 September 2018

1 EXECUTIVE SUMMARY

1.2 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000
Operating				
Revenue	136,786	136,874	88	180,212
Expenditure	(42,383)	(40,010)	2,373	(165,688)
Surplus (deficit)	94,403	96,864	2,461	14,524
Capital & other				
Revenue / grants	(0)	(193)	(193)	(1,988)
Developer contributions	(1,425)	(1,342)	83	(5,700)
Adjusted underlying surplus	92,978	95,329	2,351	6,836

For the three months ended 30 September 2018, Council has recorded an operating surplus of \$96.86 million, which is \$2.46 million ahead of the year to date budget. After eliminating capital and other items, the adjusted underlying surplus is \$95.33 million, which is \$2.35 million ahead of budget.

The main items contributing to this favourable variance are employee costs, materials and services and other expenses.

1.2 Capital performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Budget & CFWD's \$'000
Property	2,790	1,268	1,522	19,922	20,391
Plant & equipment	1,690	1,513	177	9,605	9,650
Infrastructure	3,174	3,101	73	22,676	22,822
Total capital works	7,654	5,882	1,772	52,203	52,863

For the three months ended 30 September 2018, Council has expended \$5.88 million on the capital works program, which is \$1.77 million behind the year to date budget. The variance is due mainly to delays in buildings works, computers & telecommunications and bridges.

As at 30 September 2018 a further \$5.47 million has been committed by way of issued purchase orders. Commitments are not reflected in the reported capital expenditure and may indicate that many projects are well progressed.

1.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Audited 2018 \$'000
Cash and investments	61,235	77,412	16,177	49,584	85,766
Net current assets	143,913	156,774	12,861	32,631	60,083
Net assets and total equity	1,466,305	1,617,482	151,177	1,386,426	1,520,614

The financial position as at 30 September 2018 shows a cash and investment balance of \$77.41 million which is \$16.18 million ahead of budget. The variance is due mainly to timing differences in receipt of rates, user fees, payments to employees and suppliers, payments for capital works and a higher opening cash and

Financial Report

3 months ended 30 September 2018

investment position compared with budget. The cash and investment balance of \$77.41 million was sufficient to meet restricted cash and intended allocation obligations of \$32.84 million at the end of September. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations such as cash held to fund future capital works.

The net current asset position is \$156.77 million which is \$12.86 million more than budget. The net asset position of \$1.62 billion is \$151.18 million more than budget.

2. FINANCIAL ANALYSIS

2.1 Operating performance

The information in the table below shows income and operating expenditure for the period ended 30 September 2018. The four columns of data provide information on the following:

- YTD budget to 30 September 2018 (i.e. estimated timing of income and expenditure)
- YTD actual results to 30 September 2018
- YTD variance of actuals compared to budget
- Original budget as adopted by Council

The report provides year to date (YTD) summary of Council's financial position and is a guide on the timing of receipts and payments. Timing differences can occur during the financial year and year to date variances do not imply that the annual budget will be affected.



Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Comprehensive Income Statement

For the 3 months ended 30 September, 2018

	YTD Budget	YTD Actual	YTD Variance	Annual Budget
	\$'000	\$'000	\$'000	\$'000
Income				
Rates and charges	124,901	124,842	(59)	132,500
Statutory fees and fines	1 2,025	2,210	185	9,182
User fees	2 2,643	2,282	(361)	10,831
Grants - operating	3 4,886	4,391	(495)	14,981
Grants - capital	4 0	360	360	2,636
Contributions - monetary	1,425	1,342	(83)	5,700
Net gain (loss) on disposal of property, infrastructure, plant and equipment	5 (185)	91	276	(412)
Other income	6 1,091	1,356	265	4,794
Total income	136,786	136,874	88	180,212
Expenses				
Employee costs	7 20,708	19,464	1,244	82,287
Materials and services	8 11,503	11,021	482	49,350
Bad and doubtful debts	9 268	427	(159)	1,267
Depreciation and amortisation	10 5,884	5,568	316	23,535
Other expenses	11 4,020	3,530	490	9,249
Total expenses	42,383	40,010	2,373	165,688
Surplus for the year	94,403	96,864	2,461	14,524
Less				
Grants - capital (non-recurrent)	0	(193)	(193)	(1,988)
Contributions - monetary	(1,425)	(1,342)	83	(5,700)
Adjusted underlying surplus/ (deficit)	92,978	95,329	2,351	6,836

Operating Revenue – notes

- Statutory fees and fines:** Major variances include:
 - Building and Planning fees are \$176K greater than budget partly due to timing differences.
- User fees:** Major variances include:
 - Revenue from Arts precincts is \$114K less than budget
 - Revenue from Valuations is \$107K less than budget
 - Revenue from the Reservoir Leisure Centre is \$51K less than budget
- Grants operating:** Major variances include:
 - Victorian Grants Commission (Financial Assistance Grants) for 2018/19 were 50% prepaid in 2017/18 and accordingly the grants received were \$551K less than budget
 - Unbudgeted grant funding of \$20K has been received for the Victorian Arts grant funding program

Financial Report

3 months ended 30 September 2018

4. **Grants capital:** Major variances include:
 - Roads to Recovery funding is \$168K greater than budget
 - Funding for the Dundas Street bridge replacement of \$193K has been received.
5. **Net gain / (loss) on sale of property, plant and equipment:**
 - Proceeds on sale of plant and equipment is \$129K greater than budget.
6. **Other income:** Major variances include:
 - Interest received is \$115K greater than budget.
 - WorkCover salary reimbursement is \$66K greater than budget.
 - Sustainable homes contribution is \$55K greater than budget.

Operating Expenses – notes

7. **Employee costs:** Major variance is:
 - Employee costs are \$1,244K less than budget mainly due to staff vacancies across the organisation.
8. **Materials and services:** Major variances are:
 - Facilities management is \$233K less than budget.
 - Strategic planning is \$211K less than budget.
 - Tree management is \$253K less than budget.
 - Digital service license agreements is \$379K greater than budget
 - Project management is \$151K greater than budget
 - Solar Saver is \$420K greater than budget
 - Transport strategy is \$98K greater than budget
9. **Bad and doubtful debts:** Major variance is:
 - Traffic enforcement bad and doubtful debts is \$167K greater than budget.
10. **Depreciation and amortisation:** Major variance is:
 - Depreciation and amortisation is \$316K less than budget due to 2018 revaluation of infrastructure and the capitalisation of assets as they are completed.
11. **Other expenses:** Major variances are:
 - Arts partnership program is \$80K less than budget
 - Fire services and property levy is \$132K less than budget
 - Neighbourhood house funding is \$443K less than budget
 - Community grant are \$177K greater than the budget

Financial Report

3 months ended 30 September 2018

2.2 Capital performance

The information in the table below shows capital expenditure for the period ended 30 September 2018. The five columns of data provide information on the following:

- YTD budget to 30 September 2018
- YTD actual results to 30 September 2018
- YTD variance of actuals compared to budget
- Original budget as adopted by Council
- Original budget plus additional carry forwards not included in the published budget

DAREBIN CITY COUNCIL

Statement of Capital Works

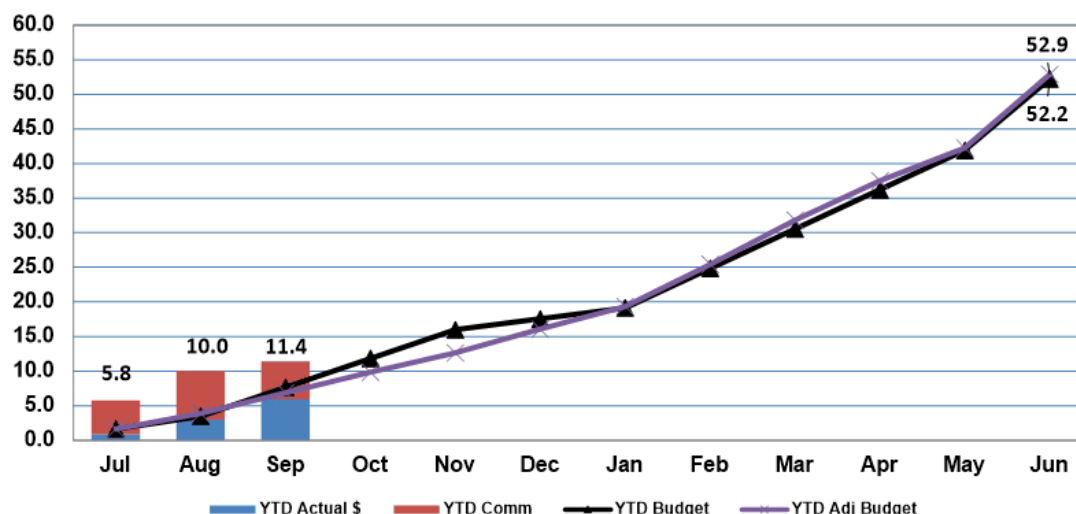
For the 3 months ended 30 September, 2018

		YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Budget & CFWDs \$'000
Capital works						
Property						
Land Improvements		163	41	122	1,161	1,161
Buildings	1	2,100	1,029	1,071	15,103	15,572
Building improvements	2	527	198	329	3,658	3,658
Total property		2,790	1,268	1,522	19,922	20,391
Plant & equipment						
Plant, machinery & equipment	3	627	862	(235)	4,480	4,480
Computers & telecommunications	4	605	241	364	4,321	4,366
Library books		458	410	48	804	804
Total plant & equipment		1,690	1,513	177	9,605	9,650
Infrastructure						
Roads		958	1,048	(90)	6,845	6,845
Bridges	5	641	204	437	4,582	4,573
Footpaths & cycleways	6	637	1,094	(457)	4,552	4,602
Drainage		276	260	16	1,968	1,953
Recreation, leisure & community facilities		22	2	20	160	160
Parks, open space & streetscapes	7	640	440	200	4,569	4,689
Off street car parks		0	53	(53)	0	0
Total infrastructure		3,174	3,101	73	22,676	22,822
Total capital works		7,654	5,882	1,772	52,203	52,863
Represented by:						
Asset renewal		3,606	2,771	835	24,592	24,095
New assets		2,307	1,773	534	15,734	17,130
Asset expansion		250	192	58	1,705	1,671
Asset upgrade		1,491	1,146	345	10,172	9,966
Total capital works		7,654	5,882	1,772	52,203	52,863

Financial Report

3 months ended 30 September 2018

Cumulative capital works actual and committed expenditure



Capital Expenditure – notes

1. **Buildings:** Major variances include:
 - Multi-sports stadium is \$751K less than budget
 - Bill Lawry oval redevelopment is \$202K less than budget
 - DAC foyer upgrade is \$138K less than budget
 - GE Robinson park pavilion is \$103K less than budget
 - Rectification work at Gellibrand Kindergarten is \$498K greater than budget
2. **Building improvements:** Major variances include:
 - Environmentally sustainable design works are \$112K less than budget
3. **Plant, machinery & equipment:** Major variances include:
 - Plant replacement is \$248K greater than budget
4. **Computers & telecommunications:** Major variances include:
 - Digital technology strategy is \$434K less than budget
5. **Bridges:** Major variances include:
 - Beavers Rd bridge is \$418K less than budget
 - Rathcown Rd bridge is \$128K less than budget
 - Dundas St bridge is \$171K greater than budget
6. **Footpaths:** Major variances include:
 - Footpath renewal program is \$573K greater than budget
7. **Parks, opens space & streetscapes:** Major variances include:
 - Play space upgrades are \$89K less than budget
 - BT Connor sportsfield lighting is \$63K less than budget
 - Recycling in our public places is \$106K greater than budget

Financial Report

3 months ended 30 September 2018

2.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Audited 2018 \$'000
Cash and investments	61,235	77,412	16,177	49,584	85,766
Net current assets	143,913	156,774	12,861	32,631	60,083
Net assets and total equity	1,466,305	1,617,482	151,177	1,386,426	1,520,614

Cash balance

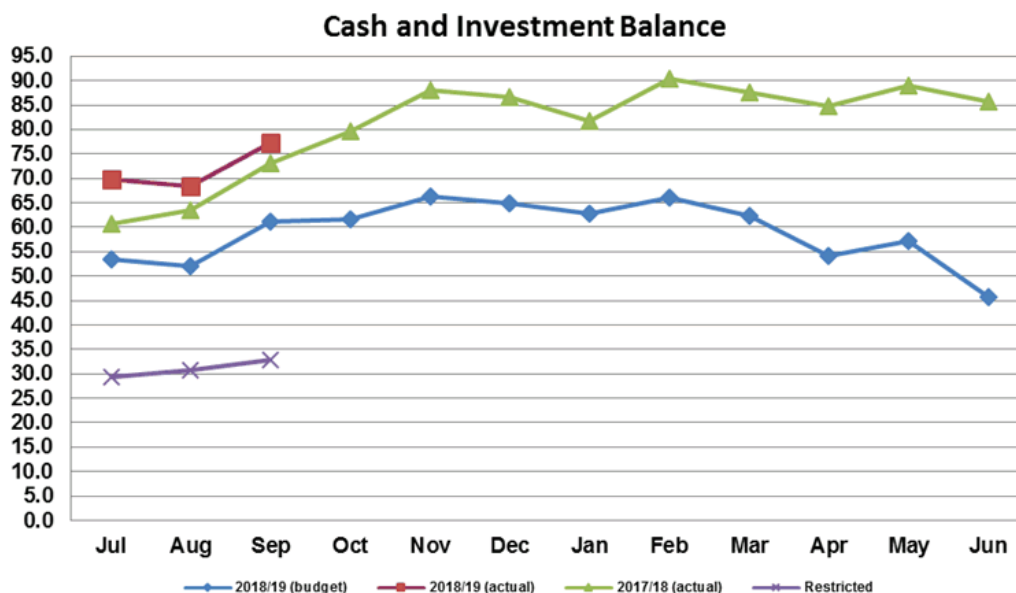
The chart below shows projections of how Council’s cash balance is expected to perform over the course of the 2018/19 financial year. The chart portrays:

- Budgeted 2017/18 cash balance
- Actual 2018/19 cash balance
- Actual 2017/18 cash balance
- Restricted Cash

Restricted cash includes:

- Developer contribution scheme
- Drainage development reserve
- Recreational lands contributions held on behalf of developers
- Carried forward capital works
- Trust funds and deposits.

The graph below shows Council’s cash balance is within expectations and every opportunity is taken to invest surplus cash to maximise investment returns.

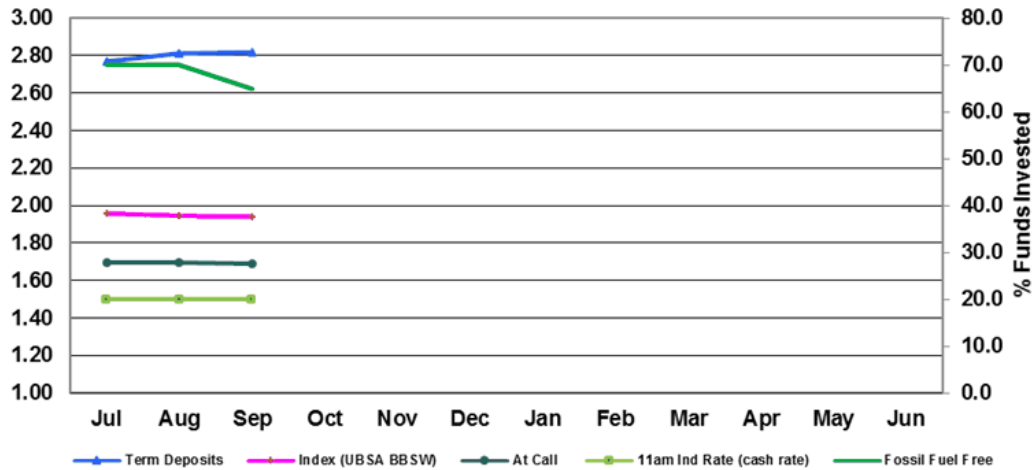


Note: Cash and investments include term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$35.18M).

The graph below shows Council’s interest performance against the market as well as showing the percentage of investments that were placed with financial institutions and ADIs which do not have a record of funding fossil fuels. As at 30 September 2018, 65% of all invested funds were placed with financial institutions and ADIs which do not have a record of funding fossil fuels (30 June 2018 63%).

Financial Report 3 months ended 30 September 2018

Weighted average interest rate v benchmark

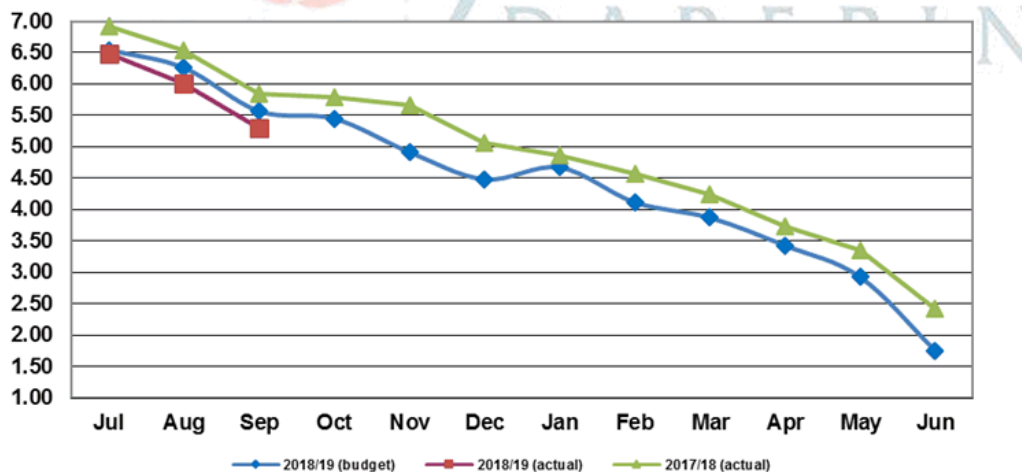


Working capital

The chart below shows projections of the movement in Council’s working capital over the course of the 2018/19 financial year. The chart portrays:

- Budgeted 2018/19 working capital
- Actual 2018/19 working capital
- Actual 2017/18 working capital

Working capital (current assets/current liabilities)



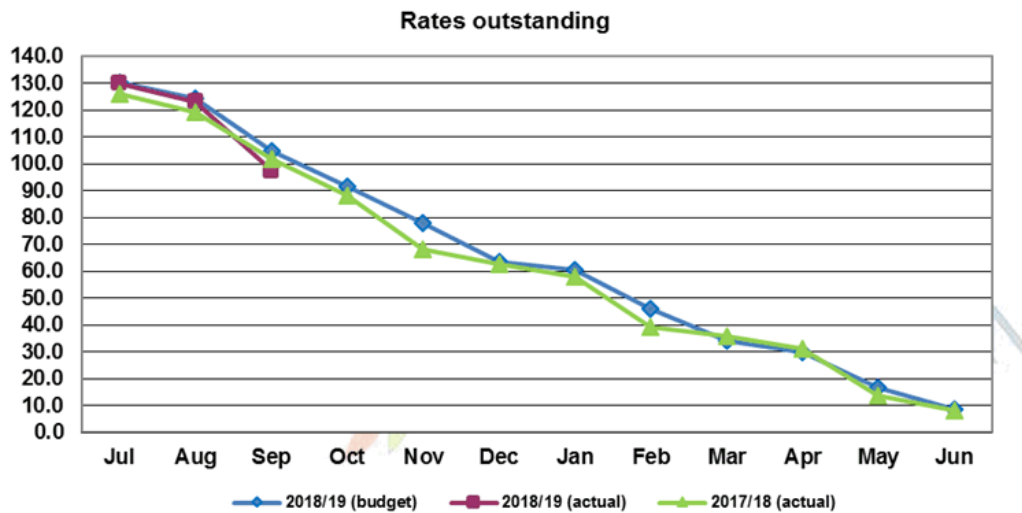
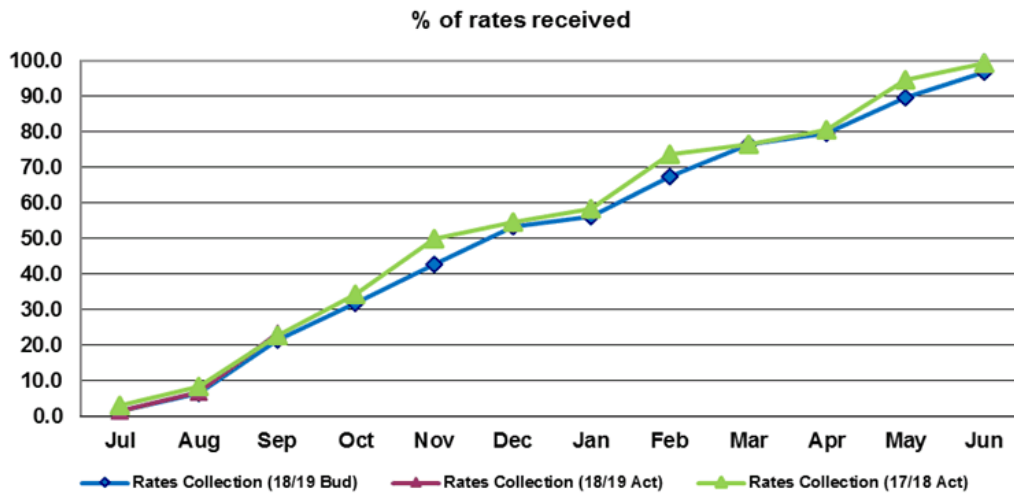
Rates debtors

As at 30 September 2018, \$124.84 million was raised in rates and charges including supplementary valuations generated by changes to council’s property base. At 30 September 2018, 23.2% of the rates raised have been collected compared to the same period of the 2017-18 financial year of 22.7%.

The following graphs show that current collection trends are closely following the 2017-18 collection trend and the budgeted collection trend:

Financial Report

3 months ended 30 September 2018



Financial Report
3 months ended 30 September 2018

APPENDIX A

Comprehensive Income Statement
Balance Sheet
Statement of Cash Flows
Statement of Capital Works



Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Comprehensive Income Statement

For the 3 months ended 30 September, 2018

	YTD Budget	YTD Actual	YTD Variance	Annual Budget
	\$'000	\$'000	\$'000	\$'000
Income				
Rates and charges	124,901	124,842	(59)	132,500
Statutory fees and fines	2,025	2,210	185	9,182
User fees	2,643	2,282	(361)	10,831
Grants - operating	4,886	4,391	(495)	14,981
Grants - capital	0	360	360	2,636
Contributions - monetary	1,425	1,342	(83)	5,700
Net gain (loss) on disposal of property, infrastructure, plant and equipment	(185)	91	276	(412)
Other income	1,091	1,356	265	4,794
Total income	136,786	136,874	88	180,212
Expenses				
Employee costs	20,708	19,464	1,244	82,287
Materials and services	11,503	11,021	482	49,350
Bad and doubtful debts	268	427	(159)	1,267
Depreciation and amortisation	5,884	5,568	316	23,535
Other expenses	4,020	3,530	490	9,249
Total expenses	42,383	40,010	2,373	165,688
Surplus for the year	94,403	96,864	2,461	14,524
Less				
Grants - capital (non-recurrent)	0	(193)	(193)	(1,988)
Contributions - monetary	(1,425)	(1,342)	83	(5,700)
Adjusted underlying surplus/ (deficit)	92,978	95,329	2,351	6,836

Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Balance Sheet

As at 30 September 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Audited 2018 \$'000
Current assets					
Cash and cash equivalents	37,388	42,231	4,843	25,737	43,480
Trade and other receivables	109,879	112,497	2,618	14,680	12,855
Other financial assets	23,847	35,181	11,334	23,847	42,286
Inventories	67	89	22	67	89
Other assets	4,243	3,287	(956)	3,338	3,695
Total current assets	175,424	193,285	17,861	67,669	102,405
Non-current assets					
Trade and other receivables	65	176	111	4,227	176
Property, infrastructure, plant & equipment	1,320,596	1,458,817	138,221	1,347,837	1,458,568
Investment property	2,906	2,840	(66)	2,906	2,840
Intangible assets	363	593	230	363	665
Other financial assets	236	236	0	236	236
Total non-current assets	1,324,166	1,462,662	138,496	1,355,569	1,462,485
Total assets	1,499,590	1,655,947	156,357	1,423,238	1,564,890
Current liabilities					
Trade and other payables	8,155	9,797	(1,642)	11,569	17,419
Trust funds and deposits	4,921	8,061	(3,140)	5,034	5,335
Interest bearing loans and borrowings	0	0	0	0	0
Provisions	18,435	18,653	(218)	18,435	19,568
Total current liabilities	31,511	36,511	(5,000)	35,038	42,322
Non-current liabilities					
Provisions	1,774	1,954	(180)	1,774	1,954
Total non-current liabilities	1,774	1,954	(180)	1,774	1,954
Total liabilities	33,285	38,465	(5,180)	36,812	44,276
Net assets	1,466,305	1,617,482	151,177	1,386,426	1,520,614
Equity					
Accumulated surplus	636,115	637,704	1,589	560,325	540,836
Asset revaluation reserve	811,699	961,575	149,876	811,699	961,575
Other reserves	18,491	18,203	(288)	14,402	18,203
Total equity	1,466,305	1,617,482	151,177	1,386,426	1,520,614

Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 3 months ended 30 September, 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Cash flows from operating activities				
Rates	27,524 [*]	25,557	(1,967)	126,278
Statutory fees and fines	1,796	1,805	9	8,153
User fees & charges (inclusive of GST)	2,569	1,950	(619)	11,670
Government receipts	4,886	4,510	(376)	14,982
Contributions - Monetary	1,425	1,693	268	5,700
Other income	988	595	(393)	5,687
Employee costs	(22,404)	(21,300)	1,104	(82,287)
Materials and services (inclusive of GST)	(17,865)	(16,952)	913	(69,600)
Net FSPL refund / payment	2,823	2,710	(113)	0
	1,742	568	(1,174)	20,583
Interest	324	519	195	1,748
Trust funds and deposits	0	(30)	(30)	0
Net GST refund / payment	2,097	2,716	619	10,161
Net cash provided by operating activities	4,163	3,773	(390)	32,493
Cash flows from investing activities				
Proceeds from sale of property, plant & equipment	92	351	259	660
Payment for property, infrastr, plant & equipment	(7,654)	(12,478)	(4,824)	(52,203)
Repayment of loans and advances	0	0	0	0
Proceeds from sale of other financial assets	0	0	0	4,000
Net cash used in investing activities	(7,562)	(12,127)	(4,565)	(47,543)
Cash flows from financing activities				
Net cash used in financing activities	0	0	0	0
Net increase / (decrease) in cash & cash equivalents				
	(3,399)	(8,354)	(4,955)	(15,050)
Cash & cash equivalents at the beginning of the year	64,634	85,766	21,132	64,634
Cash & cash equivalents at the end of the period	61,235	77,412	16,177	49,584

Note: Cash and cash equivalents at the beginning of the year includes term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$42.29M).

Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 3 months ended 30 September, 2018

Reconciliation of cash flows from operating activities to surplus

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000
Surplus for the year	94,403	96,864	2,461	14,524
Items not involving cash or non operating in nature				
Depreciation and amortisation	5,884	5,568	(316)	23,535
Bad & doubtful debts	268	427	159	1,267
Net (gain) / loss on sale of assets	185	(91)	(276)	412
Other	0	50	50	0
	<u>100,740</u>	<u>102,818</u>	<u>2,078</u>	<u>39,738</u>
Change in operating assets and liabilities				
Decrease / (Increase) in rate debtors	(97,489)	(99,284)	(1,795)	(2,852)
Decrease / (Increase) in other operating assets	268	(508)	(776)	(4,502)
(Decrease) / Increase in Trade creditors	(3,413)	(1,234)	2,179	738
(Decrease) / Increase in other operating liabilities	4,057	2,897	(1,161)	(1,029)
(Decrease) / Increase in provisions	0	(915)	(915)	400
	<u>(96,577)</u>	<u>(99,045)</u>	<u>(2,468)</u>	<u>(7,245)</u>
Net cash provided by operating activities	<u>4,163</u>	<u>3,773</u>	<u>(390)</u>	<u>32,493</u>



Financial Report

3 months ended 30 September 2018

DAREBIN CITY COUNCIL

Statement of Capital Works

For the 3 months ended 30 September, 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Budget & CFWDs \$'000
Capital works					
Property					
Land Improvements	163	41	122	1,161	1,161
Buildings	2,100	1,029	1,071	15,103	15,572
Building improvements	527	198	329	3,658	3,658
Total property	2,790	1,268	1,522	19,922	20,391
Plant & equipment					
Plant, machinery & equipment	627	862	(235)	4,480	4,480
Computers & telecommunications	605	241	364	4,321	4,366
Library books	458	410	48	804	804
Total plant & equipment	1,690	1,513	177	9,605	9,650
Infrastructure					
Roads	958	1,048	(90)	6,845	6,845
Bridges	641	204	437	4,582	4,573
Footpaths & cycleways	637	1,094	(457)	4,552	4,602
Drainage	276	260	16	1,968	1,953
Recreation, leisure & community facilities	22	2	20	160	160
Parks, open space & streetscapes	640	440	200	4,569	4,689
Off street car parks	0	53	(53)	0	0
Total infrastructure	3,174	3,101	73	22,676	22,822
Total capital works	7,654	5,882	1,772	52,203	52,863
Represented by:					
Asset renewal	3,606	2,771	835	24,592	24,095
New assets	2,307	1,773	534	15,734	17,130
Asset expansion	250	192	58	1,705	1,671
Asset upgrade	1,491	1,146	345	10,172	9,966
Total capital works	7,654	5,882	1,772	52,203	52,863



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Ελληνικά Soomali
हिंदी Tiếng Việt

8.5 DAREBIN PLANNING SCHEME REVIEW

Author: Manager City Futures

Reviewed By: General Manager City Sustainability and Strategy

A COPY OF THIS REPORT AND ATTACHMENTS WILL BE CIRCULATED SEPARATELY

Attachments

Nil

8.6 YOUNG CITIZENS JURY 2018 OUTCOMES UPDATE**Author:** Manager Families, Youth and Children**Reviewed By:** Acting General Manager Community

PURPOSE

To provide Council a progress report on the Young Citizens Jury's Solution Implementation Plan 2018.

EXECUTIVE SUMMARY

The Darebin Young Citizens Jury was established in September 2017 to provide recommendations to Council, and other relevant bodies, on what young people want and need to thrive in a rapidly changing world. The purpose of the Jury was to provide Darebin young people with a platform that enabled them to contribute to Council's decision making about issues that directly affect them and have a voice about the possible solutions. The Jury developed a Solutions Implementation Plan 2018 outlining the top seven recommended solutions and corresponding action.

The past 12 months has seen the Jury structure mature with additional members joining the group. In addition the existence and role of the Young Citizens Jury has been promoted and reinforced across the organisation, other service providers and Darebin's young people. This has strengthened its reach culminating in a range of Council departments and external bodies consulting with the Jury regarding their projects, events and services ensuring young people's views and opinions are captured.

This report provides an overview of the work undertaken by the Jury over 2018, its achievements to date and the outcomes of the Solutions Implementation Plan 2018.

Recommendation

That Council:

- (1) Notes the report.
 - (2) Thanks the members of the Darebin Young Citizen's Jury for their invaluable contribution to civic life supporting the health, wellbeing, education and employment outcomes of Darebin's young people; and congratulates the Jury on their many achievements since the Jury's establishment in September 2017.
 - (3) Notes that the Young Citizens Jury project is funded until 30 June 2019; and that new initiative applications to extend the Jury until 2021, in line with the Youth Services Strategy, will be referred to the 2019/20 budget process for consideration.
-

BACKGROUND / KEY INFORMATION

This matter was the subject of a resolution at the 19 June 2017 Council meeting, a resolution at the 4 December 2017 Council meeting and a Council Briefing session 9 July 2018. It is also in response to the Council Action Plan 2018/2019, action 5.2.04 "Deliver the recommended solutions identified by the Young Citizens Jury that respond to the key issues currently affecting Darebin young people."

The Darebin Young Citizens Jury was established in September 2017 to provide recommendations to Council, and other relevant bodies, on what young people want and need to thrive in a rapidly changing world.

The past 12 months has seen the Jury structure mature with additional members joining the group. The recruitment process used ensured the group was diverse and representative of Darebin's young people. Twenty active young people make up the Young Citizens Jury currently. The average age of members is 17 years old, with the youngest member being 14 and the oldest member being 25 years of age. Forty five percent of members speak a language other than English at home and 100% either live, work or study within the City of Darebin. There is an even 50/50 split of gender, 10 males and 10 females. Ten percent of members identify as Aboriginal or Torres Strait Islander with 40% of members coming from families who identify as refugee or newly arrived. All members are passionate about social justice and are committed to increasing the voice and positive image of young people within Darebin.

Jury members have been working with Youth Services staff, local agencies, schools and external contractors to inform the design and implementation of the recommendations and actions. Approximately 80% of all recommendations have been successfully actioned with the remaining 20% underway.

Previous Council Resolution

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

'That Council

Makes the following commitments as part of the 2017 INLLEN Jobs for Youth Campaign in line with the Council Plan'

4) Convenes a 'young citizens jury' in September and October comprised of local young people as part of the Jobs for Youth campaign. The young citizens jury will provide recommendations to:

- a. Council and other relevant bodies on what young people want and need to thrive in a rapidly changing world*
- b. Council's new Youth Strategy and other Council strategies where relevant.'*

At its meeting held on 4 December 2017, Council resolved:

'That Council

- 1) Notes the report and the recommended solutions identified by young people through the conduct of the Darebin Youth Citizens Jury*
- 2) Notes that new initiative applications to support the Darebin Young Citizens Jury recommendations will be referred to the 2018/19 budget process.'*

COMMUNICATIONS AND ENGAGEMENT

Consultation

Regular consultation and engagement has been maintained with the active Jury members since the formation of the Jury in 2017. This includes monthly meetings located at The Hub. The development of this report has been a collaborative process with the Young Citizens Jury and Youth Services officers.

The Jury has had direct input into the process in line with all aspects of the initiative to date. Members have been consulted regarding the content and have had the opportunity to discuss the value and process of Council meetings and Council reports. Further consultation and engagement opportunities will be provided to all Jury members in 2019 as a core component of the development of the Jury's 2019 Advocacy Plan.

Communications

An annual communication plan has been developed with the Young Citizens Jury to identify key communication channels with Darebin's young people regarding the role of and outcomes from the Young Citizens Jury.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

2.1 We will ensure health and social services meet our community's needs across their life-course. Action 2.1.1.1: Develop and enact a Youth Strategy.

Environmental Sustainability Considerations

Many of Darebin's young people have a strong commitment to environmental sustainability. This is also reflected within the Jury and the activities, passions and interests of its members. Environmental sustainability is incorporated into discussions with Jury members regarding their initiatives and is actioned accordingly.

Equity, Inclusion and Wellbeing Considerations

The development and actioning of the Young Citizens Jury has a profound impact on the equity, inclusion and wellbeing of young people. A direct and conscious decision has been made to ensure diverse representation is sought by members to ensure the Jury is a reflection of Darebin's youth profile. The principles of co-design and being youth-led are integral to the Youth Citizens Jury model and underpin every aspect of its work. Young people drive the Jury process and play a critical role, including co-designers and advocates based upon their lived experience and content expertise.

Cultural Considerations

Cultural considerations are integral to the work of the Young Citizens Jury and have played an important role in the health and wellbeing of the young people involved. The availability of cultural creative spaces, opportunities and practices in the delivery of the Jury has supported creativity, increased self-esteem and encouraged self-expression. The use of creative practices in respectful and robust dialogue has further empowered Jury member's to have a voice and share their opinions on a wide range of topics. The overlay of cultural considerations in 2018 has created positive learning experiences in safe and supportive environments for all Jury members. Cultural and creative practices will continue to play an important role in the success of the Young Citizens Jury moving forward.

Economic Development Considerations

Young people are engaged and remunerated as content expert consultants in the Young Citizens Jury. This approach recognises young people's skills, attributes and lived experience through a strengths based model. It also illustrates Darebin Council's commitment and visible leadership role in improving pathways to employment.

Financial and Resource Implications

The delivery of the Young Citizens Jury initiative has been made possible through the 2018/19 budget allocation. Additional resource allocation is required to ensure the sustainability of the Jury and its function and outcomes beyond June 2019. This matter will be referred to the 2019/20 budget process for consideration.

The 2018/2019 budget for the Young Citizens Jury is as follows;

ITEM	BUDGET
Young Citizen Jury Remuneration	\$30,000.00
Subcommittee Projects	\$10,000.00
Youth Training and Development Calendar	\$20,000.00
Catering & Food Purchases	\$4,400.00

Legal and Risk Implications

While no strategic risks have been identified with the initiative an annual risk management plan is undertaken for all projects and programs delivered by Youth Services.

DISCUSSION

The Young Citizens Jury and its success to date is a demonstrated example of the organisation's commitment to recognising that:

- Young people play an important part of the social and cultural makeup of Darebin
- Young people are passionate change makers who are at the forefront of progressive thinking and policy ideas
- Young people can provide positive contributions to local conversation on key issues
- There are traditional structures in place that disempower and inhibit young people's rights and responsibilities to be active community members that need to be addressed and;
- Supporting and engaging young people who live, work, study and play in Darebin through all stages of their development and life journey is important to ensuring that we continue to have a vibrant and healthy city

Governance and Operational Structure

A review of the Jury's governance model and operational structure was undertaken in July 2018 to ensure young people continue to drive the initiative. As a result of this process the Jury made the following refinements:

- Co-opted 13 new members to ensure broader diversity in the Jury's make-up, bringing to 20, the number of active members in 2018-19
- Established three subcommittees focusing on key priority recommendations
- Invited three exceptional young jurors to lead a subcommittee to further illustrate and develop their leadership skills and encourage peer to peer learning and support.
- Established monthly, three hour long Jury meetings and monthly subcommittee meetings to enhance deeper discussions and more effective decision making
- Continue to remunerate all jury members for their time and expertise via the youth leaders contractor model established by Youth Services in 2018

- Focus on advocacy as a key priority in the refined model. Members will identify three key advocacy topics to focus on in 2019
- Continue the role of project reference group for the Youth Services Strategy in both the development and implementation phases; embracing a co-designed, youth led model

All of these refinements to the Young Citizens Jury governance and operational structure were then reflected in the Terms of Reference and endorsed by members at the August 2018 meeting.

Outcomes from the 2017-2018 Young Citizen Jury Recommendation

The following table provides an update on the recommendations submitted and supported via council resolution in December 2017.

Recommended Solution	Outcomes / Status to Date
Explore the delivery of a mentoring program that supports young people with an adult in their life to support their transition into independence	<p>List of mentoring opportunities have been identified; further promotion of opportunities due to commence.</p> <p>Jury recommendations have been considered by the Inner Northern Youth Employment Taskforce (INJET) mentoring exchange bank project.</p> <p>Mentoring is being explored in more detail as part of the Youth Services Strategy consultation.</p>
Recruit a group of young people as ‘service ambassadors’ that provide advice regarding communication and engagement content for council’s digital communication platforms.	<p>Communication and social media sub-committee has been established with Jury members working on improving current social media channels.</p> <p>Jury members have reviewed Council’s current digital platforms and have provided feedback on new platforms and the potential to enhance the existing social media channels for youth services.</p> <p>Jury members to meet with Council’s communications unit to discuss their feedback.</p>
Deliver a series of workshops to young people aged 15 -21 that provide basic life skills outcomes.	<p>Free training was provided during July 2018 and September 2018 school holidays. Training included; First Aid, CPR, Introduction to Construction (White Cards) and Barista with 105 young people participating.</p> <p>Training and education sub-committee has been established with Jury members working on the development of an annual youth training calendar.</p>
Provide free sanitary product packs for young people experiencing homelessness and or sleeping rough	<p>Jury members have provided advice on content. Planning has commenced regarding the design and procurement of the free sanitary pack initiative to be launched in the upcoming holiday period.</p> <p>Merri Outreach Support Service (MOSS) is located on site at The Hub and has expressed an interest to partner regarding this initiative.</p>

Recommended Solution	Outcomes / Status to Date
<p>Deliver an educational program that provides advice to young people around how to deliver peer to peer support.</p>	<p>All youth services staff have completed Mental Health First Aid training.</p> <p>Mental Health sub-committee has been established with Jury members to design an awareness campaign and useful tips/support when supporting peers.</p> <p>Four secondary schools have expressed interest to deliver pilot campaign in 2019.</p>
<p>Work with schools and community agencies to deliver mental health program awareness programs that reduce stigma and normalise the conversation regarding mental health.</p>	<p>Mental Health sub-committee has been established with Jury members to design an awareness campaign and useful tips/support when supporting peers.</p> <p>Jury member's partnered with local youth-led organisations, Journey to Freedom, to deliver a community event during mental health week 2018. More than 200 young people attended with local community members.</p> <p>Youth Services supported three schools (William Ruthven, Thornbury High and Reservoir High) to promote and support RUOK Day and Wear It Purple Day activities within schools</p> <p>Actions regarding youth mental health have been reflected in the Community Health and Wellbeing Plan along with related annual action plans.</p> <p>An additional four schools have registered interest regarding support for similar events and activities in 2019.</p>
<p>Advocate for further volunteering opportunities with local business and local services to increase job skills</p>	<p>Darebin Career Day was delivered and supported by Youth Services with 150 young people from local schools attending.</p> <p>Internal Youth Service student and work placement process has been reviewed with feedback from Jury members to ensure meaningful experiences are had by students.</p> <p>Jury members provided advice on the program design of the First Step employment program.</p> <p>Twenty First Step program participants undertook two weeks paid work experience with two Northland Shopping Centre retailers.</p> <p>Discussion with Darebin Information Volunteer Resource Services (DIVRS) held regarding further volunteer opportunities with their programs, activities and events.</p>
<p>Promote local free or low cost sport and recreation opportunities to young people that provide positive social connections</p>	<p>Fifteen young women participated in the Young Women's Physical Activity Program which was delivered in partnership with Your Community Health. Jury members provided advice and feedback on the program.</p> <p>Planning has commenced for Reservoir Leisure Centre to deliver a weekly fitness program at The Hub in 2019. Jury members will support the design and promotion.</p> <p>Quarterly social sport competitions have been delivered in public parks through Youth Services' outreach and community teams; detailed calendar for 2019 currently being prepared with young people's input.</p> <p>Supported Spark Health (local social enterprise business) and Fitzroy Stars Football Club to promote their junior program and provide advice to coaches and volunteers.</p>

Recommended Solution	Outcomes / Status to Date
<p>Work with council officers to consider the use of pronouns in forms/ publications regarding people identity</p>	<p>Pronoun awareness activities undertaken at Youth Services events. These included The Hub launch, FreeZA music event and school/ community activities.</p> <p>Youth Services currently reviewing all forms and publications with Jury members to ensure appropriate use of pronouns.</p> <p>Youth Services staff attended Intersex Awareness Training Partnership established with Minus 18 to support training needs along with practice and process development.</p>
<p>Explore how council can support and or deliver essential services around shelter and showers for young people who experience homelessness</p>	<p>Jury members provided feedback regarding the Northland Urban Renewal Project while discussion about affordable and social housing will continue to take place with Council's strategic planning team.</p> <p>Jury members have identified social housing as a key advocacy activity for 2018-2019.</p> <p>Breakfast Club program (either at The Hub or at identified Schools) is being explored. Program will provide shower facilities and support for young people sleeping rough.</p>
<p>Explore the delivery of parent/ guardian activities, workshops and programs on key issues affecting young people</p>	<p>Theme of parent engagement and support to be further explored as part of the Youth Services Strategy consultation.</p>
<p>Update the youth section of councils website with the support and advice of young people</p>	<p>Communication and social media sub-committee has been established with Jury member's to review the content of the website for young people.</p> <p>Jury members working on a research project regarding digital communications for young people to support and influence future Youth Services communication and marketing plan</p> <p>Updated content has been drafted for the website and reviewed by Jury members.</p> <p>Jury members to trial reviewing and curating Youth Services Facebook page to ensure content is appropriate for target audience.</p>
<p>Provide positive platforms for young LGBTIQ people</p>	<p>A jury member has been encouraged and supported to participate on the Same Sex and Gender Diverse (SSGD) Advisory Committee and provided feedback on behalf of young people</p> <p>Formal partnership and project works are being confirmed with Minus 18 for 2019.</p>

Recommended Solution	Outcomes / Status to Date
Deliver an annual networking event that connects young people with the community and demonstrates the connection from education/training to employment	<p>Northland Job Fair delivered in September 2018 included 20 retailers and approximately 1,000 young people who participated.</p> <p>First Step employment program was delivered; 20 young people participated. Outcomes from the program resulted in a regular support networking group to continue through to the end of 2018.</p> <p>Eight weekly Job Readiness workshops delivered in August 2018 to support young people in the lead up to the Jobs Fair. Jury members consulted on design and promotion.</p>
Deliver a series of cross cultural exchange sessions that builds connections with young people from different backgrounds	<p>A Jury member is working with staff from the Intercultural Centre regarding the delivery of an intergenerational event in December 2018.</p> <p>Jury members working with Youth Services staff to explore the opportunity for a joint project initiative in 2019 with Department Premier and Cabinet regarding the 'Victoria, Proud of It' campaign.</p>
Advocate for young people's needs regarding affordable and accessible housing in Darebin (both community and private rental)	<p>Jury members have identified social housing as a key advocacy activity for 2018-2019.</p> <p>Council's Strategic Planning staff have attended two Jury meeting and provided an update on key affordable and social housing projects.</p>
More practical information and real life case stories regarding education/training and career pathways	<p>Jury members supported and participated in the delivery of the Darebin Career Day. The event was attended by 150 students from local schools.</p>
Work with local media to develop a campaign that demonstrates positive stories and outcomes of local Darebin young people	<p>Communication and social media sub-committee has been established with Jury members leading a digital stories project that interviews and highlights young people activities and contributions within the community.</p> <p>Two articles in the Darebin Community News in 2018 about the Young Citizens Jury; both contributions were published.</p>

OPTIONS FOR CONSIDERATION

Nil

IMPLEMENTATION STRATEGY

Details

Following on from the success of 2018, the Jury has refocused its priorities for the remaining six months until June 2019. Ongoing delivery of these priorities is subject to further resource investment. This will ensure the key issues identified by young people are addressed. The table below illustrates the core activities and functions to be delivered by the Young Citizens Jury in 2019.

Additional resource allocation is required to ensure the sustainability of the Jury and its function and outcomes beyond June 2019. This matter will be referred to the 2019/20 budget process for consideration.

Young Citizens Jury Solutions Implementation Plan 2019 – 2020

Function	Output
Communications and social media subcommittee	<ul style="list-style-type: none"> Interview diverse group of Darebin's young people and share their stories on via a digital story project Investigate a new Youth Services website in collaboration with the Communications Team Update existing website using appropriate youth language Review and curate social media content for Youth Services specifically through the Darebin Youth Services Facebook page
Training and education subcommittee	<ul style="list-style-type: none"> Evaluate training from the July and September 2018 school holidays training program Research the need for further training targeting young people from disadvantaged backgrounds that leads to employment Confirm content and promote the 2019 youth training and development calendar
Mental health and wellbeing subcommittee	<ul style="list-style-type: none"> Partner with schools to increase their knowledge of youth services Research, design and deliver a peer to peer training and/or support Deliver a series of events and community activations that promote young people's mental health and the necessary support/resources. These activities will take place in schools and the community to reduce the stigma
Advocacy	<ul style="list-style-type: none"> Provide training and support for young people on how to be local change makers Support the jury to develop an advocacy plan that navigates local issues that are important to Darebin's youth
Youth Services Strategy	<ul style="list-style-type: none"> Provide ongoing input to all parts of the strategy to make sure that there is a youth voice at all levels. Support the design and development of the strategy objectives and annual actions plans Contribute to the design, development and implementation of the three year action plan resulting from the Youth Services Strategy

Communication

Due to the success of the initiative an enhanced communication plan will be developed by January 2019 to ensure the outcomes, actions and voices of Darebin's young people through the Citizens Jury are shared with the community.

The communication plan will include;

- Regular updates via Councillor E-bulletin, Darebin website and intranet
- Development of a social media plan for the Young Citizens Jury
- Annual Report Card on outcomes

All actions will also be reflected in the Youth Services communication calendar and supported by officers.

An annual report card for Young Citizens Jury will be produced and released at a special event held by Youth Services on Wednesday 19 December 2018 at The Hub located at Northland Shopping Centre, highlighting key outcomes and success aligned to the current recommendations. It will also be used as a promotional and engagement activity for the initiative in 2019 for both internal and external stakeholders.

Timeline

In December 2018 a Young Citizens Jury event will be delivered to celebrate the outcomes from 2018, where the report card will be launched. Both internal and external stakeholders will be invited to attend and hear from the young people regarding the outcomes of the Jury and their experiences.

In 2019 the Jury meeting schedule has been revised to monthly meetings with fortnightly subcommittee meetings designed to action specific recommendations, tasks and provide feedback to officers.

In addition throughout 2019, subject to further funding, the Young Citizens Jury will be meeting, planning, delivering and evaluating a number of events, activities and initiatives aligned to the recommendations and connected to the additional key dates below.

Additional key dates for 2019 include;

- Launch of Youth Services Strategy – March
- Darebin Kite Festival – March
- Youth Training and Development Calendar Activities - April/July/September
- Days of Significance
 - Midsummer Carnival – January
 - International Women’s Day – March
 - Harmony Day – March
 - Victorian Youth Week – April
 - Youth Homeless Day – April
 - IDAHOBIT Day – May
 - NAIDOC Week – July
 - Wear It Purple Day – August
 - RUOK Day – September
 - Mental Health Week – October
 - Week Without Violence – October
 - International day for the elimination of violence against women – November
 - International day of people with a disability - December

RELATED DOCUMENTS

- Young Citizens Jury Terms of Reference 2018
- Young Citizens Jury Solutions Implementation Plan 2018

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.

8.7 INTERNATIONAL CAMPAIGN TO ABOLISH NUCLEAR WEAPONS (ICAN) CITIES APPEAL**Author:** Manager Equity and Wellbeing**Reviewed By:** Acting General Manager Community

PURPOSE

The purpose of this report is to seek Council's endorsement of the International Campaign to Abolish Nuclear Weapons (ICAN) Cities Appeal as a show of support for the United Nations Treaty on the Prohibition of Nuclear Weapons.

EXECUTIVE SUMMARY

On 7 July 2017, 122 nations adopted a global agreement to ban nuclear weapons, known officially as the Treaty on the Prohibition of Nuclear Weapons. The ICAN Cities Appeal is a global campaign seeking cities and towns to show support for the United Nations Treaty on the Prohibition of Nuclear Weapons.

This paper seeks Council's endorsement of the ICAN Cities Appeal and proposes a number of related advocacy actions.

Recommendation

That Council:

- (1) Endorses the ICAN Cities Appeal, that is, that Darebin City Council "is deeply concerned about the grave threat that nuclear weapons pose to communities throughout the world. We firmly believe that our residents have the right to live in a world free from this threat. Any use of nuclear weapons, whether deliberate or accidental, would have catastrophic, far-reaching and long-lasting consequences for people and the environment. Therefore, we warmly welcome the adoption of the Treaty on the Prohibition of Nuclear Weapons by the United Nations in 2017, and we call on our national government to sign and ratify it without delay."
- (2) Writes to the Minister for Foreign Affairs informing them that Council has endorsed the ICAN Cities Appeal and call for the government to sign and ratify the Treaty on behalf of the Australian people.
- (3) Issue a media release announcing Council's endorsement of the ICAN Cities Appeal.

BACKGROUND / KEY INFORMATION

The International Campaign to Abolish Nuclear Weapons (ICAN) is a coalition of non-governmental organisations in one hundred countries promoting adherence to and implementation of the United Nations nuclear weapon ban treaty.

On 7 July 2017, 122 nations adopted a global agreement to ban nuclear weapons, known officially as the Treaty on the Prohibition of Nuclear Weapons. To date the Treaty has been signed by 69 nations and ratified by 19 nations. Once 50 nations have signed and ratified it will enter into force.

At its meeting on 4 December 2017 Council passed a resolution acknowledging Dimity Hawkins and Dave Sweeney, the Preston-based co-founders of the International Campaign to Abolish Nuclear Weapons (ICAN), for their announcement as the 2017 winners of the Nobel Peace Prize and their 10-year campaign to achieve the adopted of the Treaty. The founders will be celebrated in a prominently-located public mural.

This ICAN Cities Appeal is a global campaign for local governments of cities/towns in nations that have not yet ratified the Treaty on the Prohibition of Nuclear Weapons. While the Australian Government supports the goal of a world free of nuclear weapons, it has not yet signed or ratified the Treaty.

The City of Melbourne, where the global campaign began, was the first council to endorse the Appeal, with Sydney City Council also endorsing the appeal.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT**Consultation**

ICAN Treaty Coordinator

Communications

Following the endorsement of the appeal Council will undertake a number of communication activities to inform the community of Council's position.

ANALYSIS**Alignment to Council Plan / Council policy**

Goal 2 - Opportunities to live well

Environmental Sustainability Considerations

Nuclear Weapons pose a significant effect to climate and ecosystems, with potential to cause profound damage. The United Nations Treaty on the Prohibition of Nuclear Weapon aligns with Council's commitment as part of Climate Emergency Darebin.

Equity, Inclusion and Wellbeing Considerations

There is growing advocacy for public health solutions to address the potential impact of nuclear weapons. This recognises the profound risk that nuclear weapons pose to global health, and wellbeing, with the impact to be felt most by those already experiencing poverty and disadvantage.

Cultural Considerations

There are no cultural considerations pertaining to this report.

Economic Development Considerations

As above, economic stability locally and internationally is vulnerable to the impacts of nuclear weapons.

Financial and Resource Implications

There are no financial implications associated with the endorsement of the ICAN Cities Appeal. Related advocacy and communication actions can be undertaken within existing resources.

Legal and Risk Implications

There are no legal risks identified with the proposed endorsement of the ICAN Cities Appeal and related advocacy actions.

DISCUSSION

Nuclear weapons pose a significant threat globally, with a potential nuclear event having profound and long-lasting public health, social, political, economic and environmental consequences. All national governments are invited to sign and ratify the global agreement, which prohibits the use, production and stockpiling of nuclear weapons and lays the foundations for their total elimination.

ICAN recognises the role of local government to help build support for the treaty by endorsing the ICAN Cities Appeal, undertaking advocacy, informing the community, taking steps to ensure that funds administered by the organisation are not invested in companies that produce nuclear weapons.

OPTIONS FOR CONSIDERATION

Option One (recommended)

That Council endorses the ICAN Cities Appeal in recognition of the role of local government to help build support for the United Nations Treaty on the Prohibition of Nuclear Weapons. The endorsement aligns with Council, environmental, wellbeing and social justice commitments.

Option Two

Council doesn't endorse the ICAN Cities Appeal. This option is not recommended as it does not align to Council's previous support of ICAN, and provides a practical and appropriate avenue for Council to support the United Nations Treaty on the Prohibition of Nuclear Weapon.

IMPLEMENTATION STRATEGY**Communication**

A media release and promotion of Council's position will occur following endorsement of the appeal.

Timeline

December 2018

- Email to ICAN confirming that Council has agreed to endorse the ICAN Cities Appeal.
- Media release to inform the community of Council's endorsement.
- Letter to the Minister for Foreign Affairs calling for the government to sign and ratify the Treaty on behalf of the Australian people.

RELATED DOCUMENTS

Nil

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.

8.8 ESTABLISHMENT AND MEMBERSHIP OF STANDING COMMITTEES

Author: Manager Governance and Performance

Reviewed By: General Manager Governance and Engagement

PURPOSE

The purpose of this report is to establish a number of Council Standing Committees and to appoint Councillors as members to those Committees.

EXECUTIVE SUMMARY

It is proposed that the following five Standing Committees be established, to make decisions on behalf of Council under delegated authority and to provide advice on specific areas of Council business:

- Planning Committee
- Hearing of Submissions Committee
- Bundoora Homestead Board of Management
- Audit Committee
- CEO Employment Matters Committee.

Recommendation

That Council:

- (1) Pursuant to section 86 of the *Local Government Act 1989*, resolves to establish the Planning Committee for a period of 12 months or until such time as Council makes a further resolution on the matter.
- (2) Resolves to amend the Planning Committee Charter (**Appendix A**) to ensure the Planning Committee has the power to make decisions on strategic planning matters including planning scheme amendments, matters relating to planning policies and land use strategies, and matters relating to strategic development sites.
- (3) Pursuant to section 86 of the *Local Government Act 1989*, resolves to establish the following Special Committees for a period of 12 months or until such time as Council makes a further resolution on the matter:
 - Hearing of Submissions Committee
 - Bundoora Homestead Board of Managementwith the purpose, membership, scope of activity and delegated authority as detailed in the respective charters included in this report.
- (4) Pursuant to section 139 of the *Local Government Act 1989*, resolves to establish the Audit Committee as an Advisory Committee for a period of 12 months or until such time as Council makes a further resolution on the matter, with the purpose, authority, composition and responsibilities as detailed in the Audit Committee Charter included in this report.

- (5) Resolves to establish the CEO Employment Matters Committee as an Advisory Committee for a period of 12 months or until such time as Council makes a further resolution on the matter, with the purpose, authority, composition and responsibilities as detailed in the CEO Employment Matters Committee Charter included in this report.
- (6) Appoints the following members to the Standing Committees for a period of 12 months or until such time as Council makes a further resolution on the matter:

Committee	Membership
Planning Committee (<i>Special Committee</i>)	All Councillors (Mayor of the Day as Chairperson)
Hearing of Submissions Committee (<i>Special Committee</i>)	All Councillors (Mayor of the Day as Chairperson)
Bundoora Homestead Board of Management (<i>Special Committee</i>)	Three Latrobe Ward Councillors (Chairperson to be appointed by the Committee)
Audit Committee (<i>Advisory Committee</i>)	Two Councillors (Independent Chairperson to be appointed by the Committee)
CEO Employments Matters Committee (<i>Advisory Committee</i>)	At least two Councillors (<i>Recommended: Mayor of the Day and four Councillors as per current practice</i>) (Independent Chairperson – currently Ms Mary Crooks)

BACKGROUND / KEY INFORMATION

Standing Committees are formal committees that either make decisions on behalf of Council, manage a service or facility on behalf of Council, or advise and recommend to Council on a specific area of Council's functions or responsibilities.

Depending on their role and the need for delegated power, Standing Committees can either be a Special Committee or an Advisory Committee.

Previous Council Resolution

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

'That:

- (1) *Council, pursuant to section 86 of the Local Government Act 1989 establish the following Special Committees for the 2017/2018 Council year:*
- *Planning Committee*
 - *Hearing of Submissions Committee*
 - *Bundoora Homestead Board of Management*
- with the purpose, membership, scope of activity and delegated authority as detailed in the respective Committee Charters included in this report.*
- (2) *Council, pursuant to section 139 of the Local Government Act 1989, establish the Audit Committee as an Advisory Committee for the 2017/2018 Council year with the purpose, authority, composition and responsibilities as detailed in the Audit Committee Charter included in this report.*

- (3) Council resolves to appoint the Mayor and four Councillors to the CEO Employment Matters Committee. The independent Chairperson remains as Mary Crooks.
- (4) The following members be appointed to the Committees:

Committee	Nominees required
<i>Planning Committee (Special Committee)</i>	<i>All Councillors (Mayor of the Day as Chairperson)</i>
<i>Hearing of Submissions Committee (Special Committee)</i>	<i>All Councillors (Mayor of the Day as Chairperson)</i>
<i>Bundoora Homestead Board of Management (Special Committee)</i>	<i>Cr. Gaetano Greco Cr. Tim Singh Laurence Cr. Susanne Newton</i>
<i>Audit Committee (Advisory Committee)</i>	<i>Mayor, Cr. Kim Le Cerf Cr. Susan Rennie</i>
<i>CEO Employments Matters Committee (Advisory Committee)</i>	<i>Mayor, Cr. Kim Le Cerf Cr. Gaetano Greco Cr. Trent McCarthy Cr. Susan Rennie Cr. Julie Williams</i>

COMMUNICATIONS AND ENGAGEMENT

Consultation

N/A

Communications

Information about Council Committees and their membership is made available on Darebin City Council's website.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

Nil

Equity, Inclusion and Wellbeing Considerations

Nil

Cultural Considerations

Nil

Economic Development Considerations

Nil

Financial and Resource Implications

Costs associated with the administration of Standing Committees are included within existing budgets.

Legal and Risk Implications

Standing Committees assist Council in meeting its legislative obligations under various Acts of Parliament.

DISCUSSION

Details of the Standing Committees are as follows.

Planning Committee

A Special Committee appointed to assist Council in decision-making on urban planning matters and for dealing with planning permits under section 188 of the *Planning and Environment Act 1987*.

Membership:	All Councillors
Quorum:	Five members
Meeting Frequency:	Monthly
Reporting:	The Committee has decision-making powers delegated by Council. The Committee reports annually on its activity, including key matters considered and challenges.

The Planning Committee Charter is attached at **Appendix A**. This report recommends a change to the charter that would provide the Planning Committee the power delegated by the Council to make decisions on strategic planning matters including planning scheme amendments, matters relating to planning policies and land use strategies, and matters relating to strategic development sites. This would formalise a more specialist decision making role for the Planning Committee on both statutory and strategic planning matters. Please note a further report will be presented to Council early in 2019 outlining a more comprehensive review of the Planning Committee Charter.

Hearing of Submissions Committee

A Special Committee appointed to hear and report to Council on submissions received in accordance with section 223 of the *Local Government Act 1989*.

Membership:	All Councillors
Quorum:	Five members
Meeting Frequency:	As required
Reporting:	The Committee has authority to hear any person who has requested to be heard in support of a written submission which the person has made under section 223 of the <i>Local Government Act 1989</i> . The Committee reports as required to a subsequent meeting of the Council and a separate report on each specific matter heard by the Committee is submitted for formal consideration by the Council.

The Hearing of Submissions Committee Charter is attached at **Appendix B**.

Bundoora Homestead Board of Management

A Special Committee appointed to manage the operation of Bundoora Homestead Art Centre.

Membership:	Three La Trobe Ward Councillors, one Council Officer and a minimum of five and maximum of eleven external members
Quorum:	Five members
Meeting Frequency:	Quarterly
Reporting:	The Committee has decision making powers delegated by Council. The Committee provides an annual report to Council on its activities for the year. Specific proposals for consideration will be separately reported to Council.

The Bundoora Homestead Board of Management Charter is attached at **Appendix C**.

Audit Committee

An Advisory Committee appointed for the purpose of assisting Council in fulfilling its responsibilities relating to risk management and financial management, internal control mechanisms and external financial reporting requirements.

Membership:	Two Councillors and three external members
Chair:	Independent Chairperson
Quorum:	Three Members
Meeting Frequency:	At least four times each year
Reporting:	The Committee reports to a subsequent meeting of the Council.

The Audit Committee Charter is attached at **Appendix D**.

CEO Employment Matters Committee

An Advisory Committee appointed for the purpose of assisting Council in fulfilling its responsibilities relating to CEO employment matters.

Membership:	Mayor of the Day, four Councillors and one external member
Chair:	Independent Chairperson
Quorum:	Three Members
Meeting Frequency:	When required to review the CEO's annual performance
Reporting:	The Committee reports as required to a subsequent meeting of the Council.

The CEO Employment Matters Committee Charter is attached at **Appendix E**.

OPTIONS FOR CONSIDERATION**Option 1 – Establish the Standing Committees (Recommended)**

These Committees enable Council to manage the volume and diverse nature of Council business in an effective and efficient manner. They also provide a mechanism to draw on the expertise of external members to inform Council decision-making.

Option 2 – Do not establish the Standing Committees (Not Recommended)

If Council resolves not to establish the Standing Committees, the business that is currently addressed by these Committees will need to be dealt with by Council directly. This would significantly increase the number of matters presented to Council meetings.

In addition, Council would not be compliant with some of its legislative requirements, as the *Local Government Act 1989* mandates the establishment of an Audit Committee.

IMPLEMENTATION STRATEGY**Details**

As below

Communication

Information about Council Committees and their membership will be made available on Darebin City Council's website. External members of these Committees will be informed about the resolution of Council with regard to establishment and membership of the Committees.

Timeline

Communications about any changes to the Standing Committees will be made in the week following the 3 December meeting.

RELATED DOCUMENTS

Nil

Attachments

- Planning Committee Charter - Revised (**Appendix A**) [↓](#)
- Hearing of Submissions Committee Charter (**Appendix B**) [↓](#)
- Bundoora Homestead Board of Management Charter (**Appendix C**) [↓](#)
- Audit Committee Charter (**Appendix D**) [↓](#)
- CEO Employment Matters Committee Charter (**Appendix E**) [↓](#)

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.



Planning Committee Charter

1 Purpose

- (1) A Special Committee appointed, pursuant to section 86 of the *Local Government Act 1989*, to assist Council in decision making on urban planning matters, [including planning scheme amendments, planning policy considerations](#) and for dealing with planning permits under section 188 of the *Planning and Environment Act 1987*.

2 Membership

- (1) All Councillors. The Mayor of the Day is the Committee Chairperson.

3 Quorum

- (1) Five Councillors.

4 Meeting Frequency

- (1) Monthly, with meetings scheduled by Council.

5 Weekly Activity Reports [on Planning Applications](#)

- (1) Planning Committee Members will receive a weekly report on the following planning application types for each week from February to December in any year. The report shall include a clear description of the proposal and where it meets any of the following criteria:

- (a) Any Planning applications which receive five or more objections,¹
- (b) Planning applications (excluding amendments, secondary consents or extensions of time for permits) where the development proposes 4 or more storeys.
- (c) Planning applications which fail to meet the objectives of adopted planning scheme amendments or Council policy included in the Darebin Planning Scheme.
- (d) Planning applications which, in the opinion of the Manager responsible for the Statutory Planning functions, raise major policy implications such as exceeding a height specified in the planning scheme and ought to be referred to the Councillors.
- (e) Any other applications for major developments or changes of use which, in the opinion of the Manager responsible for the Statutory Planning functions ought to be referred to Councillors.

Deleted: ,

¹ For the purpose of this Charter, multiple objections from the same property address are counted as a single objection as is a petition or letter with multiple signatories.

6 Matters that must be reported to the Planning Committee for decision

- (1) Any decision to approve or reject a development plan or amendment to a development plan already approved.
- (2) Any decision on an application for a [planning permit](#) including new applications, amendments to permits and extensions of time for electronic gaming machines.
- (3) Any decision on a [planning application](#) where the height specified in the planning scheme has a recommendation of support from officers.

Deleted: n

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7 Items can be reported at the discretion of the relevant Manager and Director

- (1) Any other applications or changes of use which, in the opinion of the Manager in consultation with the Director responsible for the Statutory Planning functions and the Chief Executive Officer, ought to be referred to the Planning Committee for decision.

Deleted: of

8 Matters can be called up for a decision to the Planning Committee

- (1) Any application can be called up for a report to the Planning Committee through action by 3 or more Planning Committee Members through a written request to the relevant manager and director responsible for the Statutory Planning functions. A copy of the written request must also be provided to the manager and director responsible for the Governance functions of Council. Such a call up is to be made no later than 5 business days after which the decision will be made under delegation by Council officers.
- (2) Any Planning Committee Member wishing to call-up an application for reporting to the Planning Committee must include in their written requests, reasons justifying why the broader interest of the community is served by the proposal being considered by the Committee. The request should also acknowledge there has been discussion with relevant officers and they are satisfied that they understand what the application proposes and the issues to be considered are relevant beyond the subject site and immediately adjoining properties.

9 Reporting

- (1) The Planning Committee reports periodically to Council on decisions made (planning permits considered) under delegated authority.
- (2) A report on the meetings and activities of the Planning Committee is to be prepared for inclusion in Council's Annual Report.

10 Caretaker Mode

- (1) During caretaker periods as defined under the Local Government Act (1989) the Chief Executive Officer has the full function of the Council and will act as the Planning Committee during this period to ensure that Council's obligations to process planning applications are met in accordance with the planning & Environment Act (1987).

11 Delegated Authority

- (1) The Planning Committee has full delegated authority under section 188 of the *Planning and Environment Act 1987* to determine applications with five or more objections¹.
- (2) [The Planning Committee has full delegated authority to consider and decide on planning scheme amendments and matters of planning policy aligned with Council's role as Planning Authority as set out in the *Planning and Environment Act 1987*.](#)
- (3) The Committee has discretion to refer matters to Council if considered appropriate.



Hearing of Submissions Committee Charter

1 Purpose

- (1) A Special Committee appointed, pursuant to section 86 of the *Local Government Act 1989*, to hear and report to Council on submissions received by Council in accordance with section 223 of the *Local Government Act 1989*.

2 Membership

- (1) All Councillors. The Mayor of the Day is the Committee Chairperson.

3 Quorum

- (1) Five Councillors.

4 Meeting Frequency

- (1) As required.

5 Scope of Activity

- (1) Submissions under section 223 of the *Local Government Act 1989* can be made in relation to the following matters:
 - (a) Review of Councillor and Mayoral allowance (section 74)
 - (b) Making of local laws (section 119)
 - (c) Council Plan (section 125)
 - (d) Council Budget (section 129)
 - (e) System of valuing land (section 157)
 - (f) Special rate or charge (section 163A)
 - (g) Sale of land (section 189)
 - (h) Lease of land (section 190)
 - (i) Change of use of land (section 192)
 - (j) Regional Library agreements (section 197)
 - (k) Proposed works to concentrate or divert drainage (section 199)
 - (l) Requiring drainage works on private land (section 200)
 - (m) Fix and alter the level of roads (section 207A, schedule 10)
 - (n) Deviate a road through private land or Crown land (section 207A, schedule 10)
 - (o) Discontinue and sell roads (section 207A, schedule 10)
 - (p) Fix road alignment (section 207A, schedule 10)
 - (q) Narrow or widen a road (section 207A, schedule 10)

- (r) Place permanent barriers on roads (section 207A, schedule 11)
- (s) Place temporary barriers for traffic diversion experiments (section 207A, schedule 11)
- (t) Declaration of shopping malls (section 207A, schedule 11)
- (u) Restricting use of road by vehicles of certain size or weight (section 207A, schedule 11)
- (v) Declaration of public highway (section 207A, section 204)
- (w) Declaration of a road to be open to public traffic (section 207A, section 204)

6 Reporting

- (1) The Committee reports as required to a subsequent meeting of the Council. A separate report on each specific matter heard by the Committee will also be submitted for formal determination by the Council.
- (2) A report on the meetings and activities of the Hearing of Submissions Committee is to be prepared for inclusion in Council's Annual Report.

7 Delegated Authority

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



**Bundoora
Homestead
Art Centre**

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT CHARTER

1 Purpose

- (1) A Special Committee appointed, pursuant to section 86 of the Local Government Act 1989, to manage the operation of Bundoora Homestead Art Centre.

2 Membership

- (1) Three Councillors, one Council Officer and a minimum of five and maximum of eleven external members.
- (2) The external members appointed by Council are to be natural persons with relevant skills, experience or expertise.
- (3) The external members are to be appointed for a two-year term with an option for a further two-year term at Council's discretion, the further term to expire at the conclusion of the Council term of office.
- (4) The members will nominate a Chairperson at the first meeting of each calendar year for a term of 12 months.
- (5) All Standing Committees of the Council are reviewed at a special meeting of the Council in November or December each year.

3 Quorum

- (1) Five Committee members.

4 Meeting Frequency

- (1) Quarterly, however additional meetings can be called if required.

5 Scope of Activity:

- (1) The objectives of the Committee are to:
 - (a) Ensure effective management of Bundoora Homestead Art Centre buildings and grounds as a heritage, cultural and recreation facility for the community.
 - (b) Provide an exhibition facility where high quality contemporary, fine and decorative art works can be displayed and studied.



Bundoora Homestead Art Centre

- (c) Enable accessibility and foster an appreciation of the arts by all sections of the community.
 - (d) Celebrate through the Board's programs, the diverse cultures of the municipality of the City of Darebin.
 - (e) Enhance the position of the City of Darebin as a place proud to foster and assist with the appreciation and development of arts and cultural activities
 - (f) Facilitate and support community involvement in the program and operations of the Homestead.
 - (g) Seek to maximise funding from external sources and minimise recurrent expenditure contributions from the City of Darebin.
- (2) The responsibilities of the Committee are to:
- (a) Ensure the Centre operates within the Committee objectives and the Bundoora Homestead Art Centre Business Plan.
 - (b) Adopt policies and strategies for Bundoora Homestead Art Centre.
 - (c) Overview financial operations of the Centre.
 - (d) Explore and obtain external funding contributions to Bundoora Homestead Art Centre through grants, sponsorships, gifts and donations.

6 Reporting

- (1) The Committee will provide an annual report to Council on its activities for the year. Specific proposals for consideration will be separately reported to Council.
- (2) A report on the meetings and activities of Bundoora Homestead Board of Management is to be prepared for inclusion in Council's Annual Report.

7 Delegated Authority

- (1) Council's powers, duties and functions under the Local Government Act 1989 to manage the Bundoora Homestead Art Centre are delegated to the Committee.
- (2) The Committee is empowered to develop strategies and policies to meet its objects in accordance with the Council adopted business plan and budget.
- (3) The Committee shall not:
 - (a) Delegate any of the powers, duties of functions delegated to it.
 - (b) Borrow money.
 - (c) Enter into any contract for an amount not approved in a Budget endorsed by the Council.



Audit Committee Charter

1 Purpose

- (1) An Advisory Committee appointed, 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.

2 Authority

- (1) The audit committee has the responsibility for advising the Darebin City Council on:
 - (a) Seeking resolution on any disagreements between management and the external auditors on financial reporting
 - (b) Reviewing all auditing, planning and outcomes
 - (c) Seeking any information it requires from Darebin City Council members, and Darebin City Council staff via the Chief Executive Officer and external parties
 - (d) Formally meeting with Darebin City Council staff, internal and external auditors as necessary.

3 Composition

- (1) The audit committee consists of five members, made up of two Councillors and three external members.
- (2) A quorum of three members (including one or more Councillors) will be necessary to transact business of the committee.
- (3) The Darebin City Council will appoint audit committee members. The external members appointed by Council are to be natural persons with an appropriate balance of local government regulatory knowledge, finance, audit or management experience.
- (4) The external members are to be appointed for a two year term with an option for a further two year term by mutual consent.
- (5) The Darebin City Council may adjust the initial period of appointment to allow for mid-term appointments and to avoid situations where all external member terms expire within close proximity of each other. This initial period of appointment must be more than one year, and no more than three years.
- (6) Where vacancies exist, the Darebin City Council shall determine a mechanism for filling those vacancies.

4 Chairperson

- (1) The audit committee will appoint a Chair and Deputy Chair for a twelve month term each Council year.
- (2) The chair and deputy chair will be external members.

- (3) The election of the Chair shall take place in accordance with the process for the election of the Mayor under the Darebin City Council Governance Local Law.
- (4) The election of the Deputy Chair shall follow the election of the Chair and shall take place in accordance with the process for the election of the Deputy Chair.
- (5) The Chair, and in their absence, the Deputy Chair, will preside over meetings of the audit committee.

5 Meetings

- (1) The audit committee will meet at least four times a year, with authority to convene additional meetings, as circumstances require.
- (2) All audit committee members are expected to attend each meeting, in person or through teleconference or video conference.
- (3) The Chief Executive Officer or their delegate will facilitate the meetings of the audit committee and invite whomever is necessary for the orderly and effective conduct of committee business to attend meetings to provide pertinent information, as necessary.
- (4) Meeting agendas will be prepared and provided at least one week in advance to members, along with appropriate briefing materials.
- (5) Minutes will be prepared.

6 Responsibilities

- (1) The audit committee has the following financial reporting responsibilities:
 - (a) Review significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial report.
 - (b) Review with management and the external auditors the results of the audit, including any difficulties encountered.
 - (c) Review the annual financial report, and consider whether it is complete, consistent with information known to audit committee members, and reflects appropriate accounting principles and make a formal recommendation to Council.
 - (d) Review with management and the external auditors all matters required to be communicated to the audit committee under the Australian Auditing Standards.
- (2) The audit committee has the following internal control responsibilities:
 - (a) Understand the scope of internal and external auditors' review of internal controls over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.
 - (b) Monitor related party transactions by determining whether the systems of control are adequate.
- (3) The audit committee has the following risk management responsibilities:
 - (a) Monitor the systems and process via the Darebin City Council's risk profile to ensure that material operational risks to the Darebin City Council are dealt with appropriately.

- (b) Monitor the process of review of the Darebin City Council's risk profile.
 - (c) Consider the adequacy of actions taken to ensure that the material business risks have been dealt with in a timely manner to mitigate exposures to the Darebin City Council.
- (4) The audit committee has the following business continuity responsibilities:
- (a) Monitor processes and practices of the Darebin City Council to ensure for effective business continuity.
- (5) The audit committee has the following internal audit responsibilities:
- (a) Review with management and the internal auditor the charter, activities, staffing, and organisational structure of the internal audit function.
 - (b) Review and recommend the annual audit plan for approval by the Darebin City Council and all major changes to the plan.
 - (c) Monitor processes and practices to ensure that the appropriateness and independence of internal audit function is maintained.
 - (d) As part of the audit committee's annual assessment of performance, determine level of satisfaction with internal audit function having consideration of the Institute of Internal Auditors' International Standards for the Professional Practice of Internal Auditing.
 - (e) Monitor that the internal auditor's annual plan is linked with and covers the material business risks.
 - (f) Provide an opportunity for the audit committee to meet with the internal auditor to discuss any matters that the audit committee or internal auditor believes should be discussed privately.
- (6) The audit committee has the following external audit responsibilities:
- (a) Note the external auditor's proposed audit scope and approach, including any reliance on internal auditor activity.
 - (b) Provide an opportunity for the audit committee to meet with the external auditors, to discuss any matters that the audit committee or the external auditors believe should be discussed privately.
- (7) The audit committee has the following compliance responsibilities:
- (a) Review the systems and processes to monitor effectiveness of the system for monitoring compliance with legislation and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of non-compliance.
 - (b) Keep informed of the findings of any examinations by regulatory agencies, and any auditor (internal or external) observations and monitor management's response to these findings.
 - (c) Oversee the investigation of any suspected cases of fraud within the organisation.
 - (d) Obtain regular updates from management about compliance matters.

- (8) The audit committee has the following reporting responsibilities
 - (a) Report regularly to the Darebin City Council about audit committee activities, issues, and related recommendations to a subsequent meeting of Council.
 - (b) Attend two Council Briefings per year in August and November to report on financial and other relevant matters.
 - (c) Monitor that open communication between the internal auditor, the external auditors, and the Darebin City Council occurs.
 - (d) Prepare a report for inclusion in the Annual Report of the Darebin City Council describing the audit committee's composition, responsibilities and how they were discharged, and any other information required by regulation, including approval of non-audit services.
 - (e) Consider the findings and recommendations of relevant performance audits undertaken by the Victorian Auditor-General and to ensure the Darebin City Council implements relevant recommendations.
- (9) The audit committee has the following other responsibilities
 - (a) Lodge Primary and Ordinary Returns in accordance with the *Local Government Act 1989*.
 - (b) Perform other activities related to this charter as requested by the Darebin City Council.
 - (c) Review and assess the adequacy of the audit committee charter annually, requesting Darebin City Council approval for proposed changes, and ensure appropriate disclosure as might be required by legislation or regulation.
 - (d) Confirm annually that all responsibilities outlined in this charter have been carried out.
 - (e) Evaluate the audit committee's performance annually using a self-assessment tool.

7 Fees

- (1) Council will pay a fee to all external committee members under section 139(7) of the *Local Government Act 1989*, with the amount determined by Council, taking into account an assessment of the market and a recommendation of the Chief Executive Officer.
- (2) Fees will consist of a Member Fee (paid to all external committee members) and a Chairperson Fee (paid to the Chairperson, in addition to the Member Fee).
- (3) The Member Fee:
 - (a) Will be paid to all external committee members immediately following the scheduled committee meeting for each quarter.
 - (b) Will not be paid to committee members absent from the meeting without leave from the committee.

- (4) The Chairperson Fee:
 - (a) Will be paid to the Chairperson of the Audit Committee immediately following the scheduled committee meeting for each quarter.
 - (b) Will be paid in addition to the Member Fee.
 - (c) Will be paid irrespective of attendance at the meeting.
 - (d) Will not be paid to an external committee member holding the role of acting or temporary chairperson.
- (5) Council does not have to pay a Member Fee or Chairperson Fee to a committee member who does not want to receive a fee.

8 Support

- (1) To facilitate the operation of the audit committee, the Chief Executive Officer or their delegate has responsibility to provide:
 - (a) Information and any necessary training for members in relation to their responsibilities under the *Local Government Act 1989*.
 - (b) Officer advice in respect of matters before the audit committee.
 - (c) Secretariat and logistical support to the audit committee.



CEO Employment Matters Committee Charter

1 Purpose

- (1) An Advisory Committee appointed, pursuant to the *Local Government Act 1989* to assist Council in fulfilling its responsibilities relating to CEO employment matters.

2 Authority

- (1) The CEO Employment Matters committee has the responsibility for recommending and advising the Darebin City Council on:
 - a) Contractual matters relating to the CEO or the person to act as the CEO, including, but not limited to, the following;
 - The appointment of the CEO or person to act as the CEO
 - Remuneration and conditions of appointment of the CEO or person to act as the CEO
 - Extension (i.e. reappointment) of the CEO or person to act as the CEO
 - b) To conduct performance reviews of the CEO, and make any recommendations to Council as a result of the review.
 - c) To perform any other prescribed functions or responsibilities stipulated under the *Local Government Act 1989* or Regulations.

3 Composition

- (1) The Committee will be constituted by an independent chairperson and at least 2 Councillors. Council may appoint more than 2 Councillors on the Committee if it wishes to, however, must not appoint other persons on the Committee who are not Councillors.
- (2) A quorum of three members will be necessary to transact business of the committee.
- (3) The Darebin City Council Governance unit will make a recommendation to Council on the appointment of an independent chairperson. The independent chairperson appointed by Council will be a neutral person with appropriate experience.

4 Chairperson

- (1) The independent chairperson is to be appointed for a two year term with an option for a further two, one year term extensions by mutual consent with Council.
- (2) The independent chairperson cannot be a Councillor or member of Council staff.
- (3) The independent chairperson will provide advice to the Committee and, annually develop the draft performance criteria and performance review methodology for consideration by the Committee and Council.
- (4) The independent chairperson is entitled to vote on recommendations put before the Committee.

5 Meetings

- (1) The CEO Employment Matters committee will meet at least four times a year, with authority to convene additional meetings, as circumstances require.
- (2) Meeting agendas will be prepared and provided at least seventy-two (72) hours in advance to members, along with appropriate briefing materials.
- (3) Minutes will be prepared and distributed to the CEO Employment Matters committee within three (3) working days of the meeting.

6 Responsibilities

- (1) The CEO Employment Matters committee has the following functions and responsibilities:

Recruitment and Contract commencement

- (a) The Committee should undertake the recruitment process* adopted for the CEO and any person to act as the CEO. The Committee must make recommendations to Council on contractual matters of the:

- CEO
- Person to act as CEO

This includes making recommendations on:

- Appointment
- Remuneration and other conditions of employment

**It is open to Council to contract an executive recruiter to assist. If so, the Committee should oversee the appointment of that person or organisation and subsequent steps in the recruitment process.*

Annual Review

- a) The Committee must conduct a performance review of the CEO and make recommendations to Council on matters including whether:
 - The CEO meets the performance criteria in the contract
 - Implement incremental remuneration increases
 - Vary performance criteria, remuneration, or other terms of conditions of the contract

Note: A performance criteria for a person acting as the CEO is optional. If included in a contract, this should be reviewed by the Committee.

Contract Expiry

- a) As part of a performance review of the CEO* the Committee must make recommendations on whether:
 - To reappoint the CEO (6 months leading up to termination of the CEO's contract of employment)
 - Exercise an option to renew the contract
 - Early termination of the contract where warranted
 - To terminate in accordance with the contract

**The Committee should also make recommendations on termination of an acting CEO following a performance review.*

Dispute Resolution Procedure

- a) The CEO's employment contract should include a dispute resolution procedure, to deal with disputes arising out of the contract.

7 Fees

- (1) Council will pay a set fee of \$1,200 per meeting to the independent chairperson. The amount of the fee has regard to the specific roles and responsibilities the chairperson will undertake.
- (2) The Chairperson Fee:
 - (a) Will be paid to the Chairperson of the CEO Employment Matters Committee immediately following the scheduled committee meetings.
 - (b) An agreed additional fee will be paid to the independent chairperson for every meeting attended that exceeds the required four (4) meetings in any one year.

Note: The year to year date is based on the anniversary engagement date of the independent chairperson.

8 Support

- (1) To facilitate the operation of the CEO Employment Matters committee, the Chief Executive Officers delegate has responsibility to provide:
 - (a) Information and any necessary training for members in relation to their responsibilities under the *Local Government Act 1989*.
 - (b) Officer advice in respect of matters before the CEO Employment Matters committee.
 - (c) Secretariat and logistical support to the CEO Employment Matters committee.

**8.9 APPOINTMENT OF COUNCIL REPRESENTATIVES TO
COMMUNITY ORGANISATIONS****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to appoint representatives to a number of state-wide, metropolitan, regional and Darebin-based organisations.

EXECUTIVE SUMMARY

It is proposed that Council representatives be appointed to the following organisations:

- Municipal Association of Victoria
- Victorian Local Governance Association
- Inner Northern Group Training Ltd (IntoWork) Board
- Inner Northern Local Learning and Employment Network Inc.
- Friends of Baucau Inc.
- Metropolitan Transport Forum
- Northern Alliance for Greenhouse Action
- Global Covenant of Mayors for Climate and Energy
- Melbourne Innovation Centre
- Darebin Ethnic Communities Council
- Darebin Creek Management Committee Inc.
- Merri Creek Management Committee Inc.

Recommendation

That Council:

- (1) Appoints representatives to the organisations listed in the tables below for a period of 12 months or until such time as Council makes a further resolution on the matter:

State-wide, metropolitan or regional organisation	Nominees required	Appointments
Municipal Association of Victoria	One Councillor and one proxy	
Victorian Local Governance Association	One Councillor and one proxy	
Inner Northern Group Training Ltd (IntoWork) Board	One Council Officer	
Inner Northern Local Learning and Employment Network Inc.	One Councillor	
Metropolitan Local Government Waste Forum	One Councillor	
Friends of Baucau Inc.	One Councillor	
Metropolitan Transport Forum	One Councillor	
Northern Alliance for Greenhouse Action	One Councillor	
Global Covenant of Mayors for Climate and Energy	Mayor of the Day	

Darebin-based organisation	Nominees required	Appointments
Melbourne Innovation Centre	Two Councillors	
Darebin Ethnic Communities Council	Two Councillors	
Darebin Creek Management Committee Inc.	One Councillor	
Merri Creek Management Committee Inc.	One Councillor	

BACKGROUND / KEY INFORMATION

Appropriate representation on state-wide, metropolitan, regional and Darebin-based organisations enables Council to further its advocacy and engagement goals, and to gather information about sector opportunities and emerging issues, to inform decision-making.

Previous Council Resolution

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

'That:

- (1) *The following Councillors be appointed as Council representatives to the organisations listed in the tables below:*

State-wide, metropolitan or regional organisations		Appointments for 2017/2018 Council Year
<i>Victorian Local Governance Association</i>	<i>One Councillor and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Steph Amir (Proxy)</i>
<i>Local Government Waste Management Forum</i>	<i>One Councillor</i>	<i>Cr. Lina Messina (Deputy Mayor)</i>
<i>Inner Northern Local Learning and Employment Network Inc.</i>	<i>One Council Officer</i>	<i>Cr. Gaetano Greco Cr. Lina Messina (Deputy Mayor) (Proxy)</i>
<i>North West 4</i>	<i>Mayor of the Day One other Councillor</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Susan Rennie</i>
<i>Friends of Baucau Inc.</i>	<i>One Councillor</i>	<i>Cr. Gaetano Greco</i>
<i>Metropolitan Transport Forum</i>	<i>Mayor of the Day and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Susan Rennie (Proxy)</i>
<i>Northern Alliance for Greenhouse Action</i>	<i>One Councillor</i>	<i>Cr. Trent McCarthy Cr. Kim Le Cerf (Mayor) (Proxy)</i>
<i>Global Covenant of Mayors for Climate and Energy</i>	<i>Mayor of the Day</i>	<i>Cr. Kim Le Cerf (Mayor)</i>
Darebin based organisations		Appointments for 2017/2018 Council Year
<i>Darebin Enterprise Centre Ltd</i>	<i>Two Councillors</i>	<i>Cr. Trent McCarthy Cr. Susanne Newton</i>
<i>Darebin Ethnic Communities Council</i>	<i>Two Councillors</i>	<i>Cr. Lina Messina (Deputy Mayor) Cr. Susanne Newton</i>
<i>Darebin Creek Management Committee Inc.</i>	<i>One Councillor and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Susan Rennie (Proxy)</i>
<i>Merri Creek Management Committee Inc.</i>	<i>One Councillor and one proxy</i>	<i>Cr. Trent McCarthy Cr. Susan Rennie (Proxy)</i>

COMMUNICATIONS AND ENGAGEMENT

Consultation

The relevant Council officers have been consulted in the preparation of this report.

Communications

Following Council's resolution on the matter, appointments to representative positions will be communicated to the relevant organisations.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

The work of some of these external organisations relates to Council's environmental sustainability goals.

Equity, Inclusion and Wellbeing Considerations

The work of some of these external organisations relates to Council's equity, inclusion and wellbeing goals.

Cultural Considerations

The work of some of these external organisations relates to Council's goals in the area of culture and diversity.

Economic Development Considerations

The work of some of these external organisations relates to Council's economic development goals.

Financial and Resource Implications

Nil

Legal and Risk Implications

Nil

DISCUSSION

Details of the community organisations are as follows.

State-wide, Metropolitan and Regional Organisations

Municipal Association of Victoria	
Purpose	The Municipal Association of Victoria (MAV) is a peak representative and lobbying body for Victorian Councils. The MAV's purpose is to protect and promote the democratic status, autonomy and efficient carrying out of local government for the benefit of Victorian communities.
Membership	Each member Council appoints a representative to the MAV. MAV Management Board comprises the President (directly elected) and one representative of each of the 12 regional groupings of Councils. Darebin City Council is in the Metropolitan Central Region.
Representation	Council is represented by a Councillor and a proxy delegate can be appointed.
Meetings	The MAV State Council, an annual conference and other occasions as major issues arise. Opportunities exist to work on sub-committees on specific issues. Opportunity to be elected by the regional grouping Councils to the MAV Board. The MAV Board meets monthly.
Liaison Officer	Chief Executive Officer

Victorian Local Governance Association	
Purpose	The Victorian Local Governance Association (VLGA) is an independent organisation that supports councils, councillors and communities in good governance.
Membership	VLGA members include metropolitan, rural and regional councils across Victoria. The VLGA Board, which manages business and affairs of the Association, is elected every two years.
Representation	Council is represented by a Councillor and a proxy delegate can be appointed.
Meetings	All members may attend the AGM and general meetings of the Association. Annual planning day. Opportunities to join various working groups.
Liaison Officer	Chief Executive Officer

Metropolitan Local Government Waste Forum	
Purpose	<p>The Metropolitan Government Waste Forum (MLGWF) is established under the <i>Environment Protection Act 1970</i> to support the effective operation of the Metropolitan Waste and Resource Recovery Group (MWRRG), also established under the <i>Environment Protection Act 1970</i> to deliver coordinated waste planning and management across metropolitan Melbourne.</p> <p>The aims of the forum are:</p> <ul style="list-style-type: none"> • develop local governments' capacity to deliver effective, efficient and sustainable resource recovery and municipal waste planning and management across the MWRRG region • engage with industry, government and community stakeholders to improve municipal waste management, resource recovery and planning • assist the MWRRG Board to engage councils across the MWRRG region in the planning and management of municipal waste • nominate four members to the Minister for appointment to the MWRRG Board, in accordance with the <i>Environment Protection Act 1970</i>.
Membership	MLGWF comprises 31 member councils
Representation	Council is represented by a Councillor
Meetings	Four times a year
Liaison Officer	Coordinator Water and Waste Strategy

Inner Northern Group Training Board (INGT) trading as IntoWork	
Purpose	IntoWork Australia is a dynamic, people-focused organisation that provides expert services to prospective and current employees, business and government. Founded 30 years ago by local councils in the inner north of Melbourne, IntoWork Australia has grown dramatically to become the parent body for a group of businesses providing workforce solutions across Victoria, New South Wales, Queensland, South Australia and Tasmania.
Membership	Membership of the Board is made up of four independent directors and one director and alternative from each of the member Councils.
Representation	Council can nominate their representative on the Board. At present, Moreland and Yarra have officers only on the INGT Board.
Meetings	INGT has monthly meetings. Standing committees or sub-committees are established as required.
Liaison Officer	Manager Governance and Performance

Inner Northern Local Learning and Employment Network Inc.	
Purpose	Inner Northern Local Learning and Employment Network (INLLEN) is an independent community organisation creating strategies to support young people across Darebin, Moreland and Yarra. INLLEN's vision is for all young people to transition successfully from education to employment.
Membership	Individuals and representatives of the various member categories living or working in the municipalities of Darebin, Moreland and Yarra. A Committee of Management is elected at the AGM.
Representation	Council is represented by a Councillor who is eligible for election to the Committee of Management.
Meetings	Committee of Management meets 5 times per year
Liaison Officer	Manager People and Development

Friends of Baucau Inc.	
Purpose	Friends of Baucau Inc. provides a forum for those in the community who wish to demonstrate active support for the Darebin–Yarra Friendship Agreement with the Baucau region of East Timor.
Membership	Councillors and community representatives of Darebin and Yarra municipalities.
Meetings	Monthly meetings are hosted alternatively by Yarra and Darebin Councils. Sub-groups have been established.
Representation	Council is represented by a Councillor
Liaison Officer	Coordinator Equity and Diversity

Metropolitan Transport Forum	
Purpose	The Metropolitan Transport Forum (MTF) is an advocacy group comprising members from Melbourne metropolitan local government, associate members representing transport companies, and participants from the State Government and environment groups.
Membership	The MTF is primarily a local government organisation with 24 local government members from metropolitan Melbourne. The MTF also has 18 associate members from the transport sector.
Representation	Council is represented by a Councillor and a Council Officer.
Meetings	MTF has general meetings monthly and an AGM. Standing committees or sub-committees are established as required.
Liaison Officer	Coordinator Transport Strategy

Northern Alliance for Greenhouse Action	
Purpose	The Northern Alliance for Greenhouse Action (NAGA) formed in 2002 as a network that shares information, coordinates emission reduction and adaptation activities and cooperates on the research and development of innovative projects. NAGA's goal is to substantially contribute to the transition to a low-carbon future by delivering effective programs and leveraging local government, community and business action.
Membership	NAGA's members are the Cities of Banyule, Darebin, Hume, Manningham, Melbourne, Moreland, Whittlesea, Yarra, Nillumbik Shire Council and the Moreland Energy Foundation Limited (MEFL).
Representation	Council is represented by a Councillor.
Meetings	Meetings are quarterly with at least three meetings per year.
Liaison Officer	Manager Environment and Sustainable Transport
Global Covenant of Mayors for Climate & Energy	
Purpose	The Global Covenant of Mayors for Climate and Energy is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to a low emission, resilient society.
Membership	Mayors of member councils
Representation	Mayor of the Day
Meetings	No scheduled meetings
Liaison Officer	Coordinator Energy and Adaptation

Darebin Organisations

Melbourne Innovation Centre (formally Darebin Enterprise Centre)	
Purpose	Melbourne Innovation Centre (MIC) is an integral part of the economic development plan for the City of Darebin. It operates as a business incubator with the aim of developing and growing small business endeavours. MIC is established as a not-for-profit company, limited by guarantee and therefore is fully subject to the Corporations Act. Accordingly, appointed directors are subject to the provisions of the Corporations Act. Darebin City Council is the sole "member" of the company. The MIC Board of Directors provides strategic direction to the management of the Innovation Centre - this includes approving policies and confirming that operations and new directions are consistent with the MIC mission. The Board is also responsible to monitor the performance of MIC in terms of the number and quality of graduating businesses and financial performance.
Membership	The Board of Directors comprises members representing key stakeholders in business development and growth in northern metropolitan Melbourne, including representatives from local business, Darebin City Council and local training providers.
Representation	Council is represented on the Board of Directors by two Councillors and one Council Officer (Manager City Futures).
Meetings	Bi monthly at the Melbourne Innovation Centre
Liaison Officer	Manager City Futures

Darebin Ethnic Communities Council	
Purpose	Darebin Ethnic Communities Council (DECC) is a peak body representing over 50 ethnic groups and associations. Its purpose is to advise and contribute to the development of policies that determine provision of Council's services to meet the needs of its residents from culturally and linguistically diverse background.
Membership	Membership is open to individuals and community groups. A Steering Committee is appointed at the AGM.
Representation	DECC is represented by two Councillors who are automatically members of the Steering Committee.
Meetings	Meets monthly at Darebin Intercultural Centre.
Liaison Officer	Coordinator Equity and Diversity

Darebin Creek Management Committee Inc.	
Purpose	Darebin Creek Management Committee (DCMC) is an incorporated association established by member councils to coordinate the planning and development of Darebin Creek.
Membership	Representation on the Committee comprises Darebin, Yarra, Banyule and Whittlesea Councils and La Trobe University. Darebin Council can nominate up to two persons to be members of the Committee, and they may be a Councillor, staff member, or a member of the community, or any combination thereof.
Representation	DCMC's preference is for one Councillor and one Officer.
Meetings	The Committee meets every 2 months. There is an AGM and sub-Committees have been appointed.
Liaison Officer	Coordinator Public Spaces and Design

Merri Creek Management Committee Inc.	
Purpose	Merri Creek Management Committee (MCMC) is an Incorporated Association established by member Councils to coordinate the planning and development of Merri Creek.
Membership	Representation on the Committee comprises member Councils of Yarra, Darebin, Moreland, Whittlesea, Mitchell and Hume and representatives of 'Friends of Merri Creek' and Friends of Wallan Creek. Darebin Council can nominate 2 persons to be members of the Committee, which includes a nominated substitute, and they may be a Councillor or staff member.
Representation	MCMC's preference is for one Councillor and one Officer.
Meetings	The Committee meets every 3 months. There is an AGM and sub-committees have been established.
Liaison Officer	Coordinator Bushland Management

OPTIONS FOR CONSIDERATION

Option 1 – Appoint Council representatives to the community organisations (Recommended)

These organisations enable Council to influence activity within the sector and to draw on the breadth of expertise that exists within the different groups. They also provide a valuable opportunity for Council to further its strategic goals.

Option 2 – Do not appoint Council representatives to the community organisations (Not Recommended)

If Council resolves not to appoint representatives to these organisations, it would be a missed opportunity to engage more deeply within the sector. Council may also be in breach of some of its commitments to these organisations.

IMPLEMENTATION STRATEGY

Details

As below

Communication

Following Council's resolution on the matter, appointments to representative positions will be communicated to the relevant organisations.

Timeline

The appointments will be communicated in the week following the 3 December meeting.

RELATED DOCUMENTS

Nil

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.

8.10 ESTABLISHMENT AND MEMBERSHIP OF COMMUNITY ADVISORY COMMITTEES**Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to establish a number of Council Community Advisory Committees and to appoint Councillors as members to those Committees.

EXECUTIVE SUMMARY

It is proposed that the following Community Advisory Committees be established, to provide advice on specific areas of Council business:

- Active and Healthy Ageing Community Board
- Climate Emergency Darebin Advisory Committee
- Darebin Aboriginal Advisory Committee
- Darebin Arts Ambassadors
- Darebin Bicycle Advisory Committee
- Darebin Community Awards Advisory Committee
- Darebin Disability Advisory Committee
- Darebin Domestic Animal Management Reference Group
- Darebin Education Committee
- Darebin Environmental Reference Group
- Darebin Housing Advisory Committee
- Darebin Interfaith Council
- Darebin Lifelong Learning Strategy Reference Group
- Darebin Nature Trust
- Darebin Women's Advisory Committee
- Edwardes Lake Park Reference Group
- Municipal Emergency Management Planning Committee
- Northland Urban Renewal Precinct Steering Committee
- Preston Business Advisory Committee
- Sexuality, Sex and Gender Diversity Advisory Committee.

Recommendation

That Council:

- (1) Establishes the following Community Advisory Committees for a period of 12 months or until such time as Council makes a further resolution on the matter.
- (2) Resolves to replace the Co-Chair arrangements for the Active and Healthy Ageing Community Board and the Northland Urban Renewal Precinct Steering Committee with appointed Chairs and Deputy Chairs, and to amend the respective committees' terms of reference accordingly.
- (3) Appoints the appropriate number of Councillors as members of each Committee.

Community Advisory Committee	Nominees required	Councillor Appointments
Active and Healthy Ageing Community Board	Three Councillors (Co-Chairs) <i>(Recommended: One Chair, one Deputy Chair and one Councillor to act as a proxy for the Chair and Deputy Chair)</i>	
Climate Emergency Darebin Advisory Committee	Mayor of the Day (Chair) and one Councillor	
Darebin Aboriginal Advisory Committee	At least one Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	
Darebin Arts Ambassadors	Two Councillors (Chair and Deputy Chair)	
Darebin Bicycle Advisory Committee	One Councillor (Chair) and one proxy	
Darebin Community Awards Advisory Committee	Mayor of the Day (Chair)	
Darebin Disability Advisory Committee	One Councillor (Chair) and one proxy	
Darebin Domestic Animal Management Reference Group	One Councillor <i>(Recommended: One Councillor and one proxy)</i>	
Darebin Education Committee	One Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	
Darebin Environmental Reference Group	One Councillor (Chair) and one proxy	

Community Advisory Committee	Nominees required	Councillor Appointments
Darebin Housing Advisory Committee	One Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	
Darebin Interfaith Council	At least one Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	
Darebin Lifelong Learning Strategy Reference Group	At least one Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	
Darebin Nature Trust	One Councillor from each Ward (one Councillor as Chair)	
Darebin Women's Advisory Committee	At least one female Councillor (Chair) <i>(Recommended: One female Councillor (Chair) and one proxy)</i>	
Edwardes Lake Park Reference Group	All La Trobe Ward Councillors	
Municipal Emergency Management Planning Committee	Mayor of the Day (Chair)	
Northland Urban Renewal Precinct Steering Committee	Three Councillors (rotating Co-Chair from Cazaly Ward) <i>(Recommended: One Chair, one Deputy Chair and one Councillor to act as a proxy for the Chair and Deputy Chair)</i>	
Preston Business Advisory Committee	One Cazaly Ward Councillor (Chair) and one Cazaly Ward proxy	
Sexuality, Sex and Gender Diversity Advisory Committee	One Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	

- (4) Notes that the Darebin Youth Advisory Group is not being recommended for re-establishment, as it has been replaced by the Young Citizen Jury, which does not require Councillor representation.

BACKGROUND / KEY INFORMATION

Council has established a number of Community Advisory Committees to facilitate community participation and input into policy and service development, and 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 can 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 is reported to Council through formal Officer reports (supplemented from time to time by verbal reports by Councillors).

Previous Council Resolution

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

'That the following Community Advisory Committees be established for the 2017/2018 Council year and the appropriate number of Councillors be appointed as members of each Committee:

Community Advisory Committee	Nominees required	Appointments for 2017/2018 Council Year
<i>Active and Healthy Ageing Community Board</i>	<i>Three Councillors (Co-Chairs)</i>	<i>Cr. Gaetano Greco (Co-Chair) Cr. Lina Messina (Deputy Mayor) (Co-Chair) Cr. Susanne Newton (Co-Chair)</i>
<i>Darebin Aboriginal Advisory Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Gaetano Greco Cr. Susanne Newton Cr. Susan Rennie</i>
<i>Darebin Arts Ambassadors</i>	<i>Two Councillors (Co-Chairs)</i>	<i>Cr. Susanne Newton (Co-Chair) Cr. Tim Laurence (Co-Chair)</i>
<i>Darebin Bicycle Advisory Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Steph Amir (Chair) Cr. Susan Rennie (Proxy)</i>
<i>Darebin Disability Advisory Committee</i>	<i>One Councillor and one proxy</i>	<i>Cr. Julie Williams (Chair) Cr. Susanne Newton (Proxy)</i>
<i>Darebin Domestic Animal Management Reference Group</i>	<i>One Councillor and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) (Co-Chair) Cr. Julie Williams (Co-Chair)</i>
<i>Darebin Education Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) (Co-Chair) Cr. Gaetano Greco (Co-Chair)</i>

Community Advisory Committee	Nominees required	Appointments for 2017/2018 Council Year
<i>Darebin Energy Foundation</i>	<i>Mayor and one Councillor from each Ward</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Lina Messina (Deputy Mayor) Cr. Gaetano Greco Cr. Trent McCarthy Cr. Susan Rennie (Proxy)</i>
<i>Darebin Environmental Reference Group</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) (Chair) Cr. Trent McCarthy (Proxy)</i>
<i>Darebin Housing Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Gaetano Greco (Co-Chair) Cr. Tim Laurence (Co-Chair) Cr. Susanne Newton (Co-Chair)</i>
<i>Darebin Interfaith Council</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Gaetano Greco (Co-Chair) Cr. Susan Rennie (Co-Chair)</i>
<i>Darebin Nature Trust</i>	<i>Mayor and one Councillor from each Ward</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Trent McCarthy Cr. Susanne Newton Cr. Susan Rennie</i>
<i>Darebin Women's Advisory Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Kim Le Cerf (Mayor) Cr. Lina Messina (Deputy Mayor)</i>
<i>Darebin Youth Advisory Group</i>	<i>Group currently suspended pending review</i>	<i>Cr. Steph Amir Cr. Susan Rennie (Proxy)</i>
<i>Edwardes Lake Park Reference Group</i>	<i>All La Trobe Ward Councillors</i>	<i>Cr. Gaetano Greco Cr. Tim Laurence Cr. Susanne Newton</i>
<i>Municipal Emergency Management Planning Committee</i>	<i>Mayor of the Day (Chair)</i>	<i>Cr. Kim Le Cerf (Mayor)</i>
<i>Northland Urban Renewal Precinct Steering Committee</i>	<i>All Cazaly Ward Councillors (Co-Chairs)</i>	<i>Cr. Steph Amir (Co-Chair) Cr. Lina Messina (Deputy Mayor) (Co-Chair) Cr. Julie Williams (Co-Chair)</i>
<i>Preston Business Advisory Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Lina Messina (Deputy Mayor) (Co-Chair) Cr. Julie Williams (Co-Chair)</i>
<i>Sexuality, Sex and Gender Diversity Advisory Committee</i>	<i>One Councillor (Chair) and one proxy</i>	<i>Cr. Steph Amir (Co-Chair) Cr. Susanne Newton (Co-Chair)</i>

COMMUNICATIONS AND ENGAGEMENT

Consultation

The relevant Council officers have been consulted in the preparation of this report.

Communications

Information about Council Committees and their membership is made available on Darebin City Council's website.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

Some Community Advisory Committees provide advice to Council on the delivery of functions that support environmental sustainability.

Equity, Inclusion and Wellbeing Considerations

Some Community Advisory Committees provide advice to Council on the delivery of functions that support equity, inclusion and wellbeing.

Cultural Considerations

Some Community Advisory Committees provide advice to Council on cultural considerations.

Economic Development Considerations

Some Community Advisory Committees provide advice to Council on the delivery of functions that support economic development.

Financial and Resource Implications

Costs associated with the administration of Community Advisory Committees are included within existing budgets.

Legal and Risk Implications

Each Community Advisory Committee has a nominated Council officer who is responsible for providing oversight of the governance arrangements for that Committee.

DISCUSSION

Two Advisory Committees have Co-Chair arrangements in place: the Active and Healthy Ageing Community Board and the Northland Urban Renewal Precinct Steering Committee. Nominated appointments for Chair and Deputy Chair positions would reflect better governance practice and provide greater clarity for committee members. It is therefore recommended that the Co-Chair arrangements be replaced with Chair and Deputy Chair appointments, with the committees' terms of reference to be updated accordingly.

Details of the Community Advisory Committees are as follows.

Active and Healthy Ageing Community Board

The Active and Healthy Ageing Community Board is a community representative body whose role is to assist Council in considering and understanding the issues, policies and drivers that are influencing aged care and their relevance to and impact on Darebin, as well as monitor and report on the Active and Healthy Ageing Strategy 2011-2021.

Required Councillors	Three Councillors The current terms of reference states that the Councillors will be Co-Chairs
Other Committee Members	15 Community Representatives Relevant Council staff
Meeting Frequency	Bi-monthly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in December 2016
Responsible Officer	Manager Aged and Disability

Climate Emergency Darebin Advisory Committee

The Climate Emergency Darebin Advisory Committee is an Advisory Committee that focuses on the climate emergency and creating emergency solutions. The committee complements and enhances Council's work on climate emergency by helping Council to implement the Darebin Climate Emergency Plan.

Required Councillors	Mayor (Chair) and one Councillor
Other Committee Members	6 community or independent members and other non-voting members as required
Meeting Frequency	Quarterly
Reporting	A report will be provided to Council by February 2019 on the proposed formation of the Independent body anticipated as a company limited by guarantee
Terms of Reference	Adopted by Council on 9 April 2018
Responsible Officer	Manager Environment and Sustainable Transport

Darebin Aboriginal Advisory Committee

The Darebin Aboriginal Advisory Committee is an Advisory Committee to provide strategic advice to Council and advocate on issues affecting Aboriginal communities to inform and improve Council decision making in relation to policy, program and service delivery.

Required Councillors	At least one Councillor (Chair)
Other Committee Members	Representatives of Aboriginal and Torres Strait Islander Community and Organisations in Darebin
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 27 February 2017
Responsible Officer	Aboriginal Contact Officer

Darebin Arts Ambassadors

The purpose of the Darebin Arts Ambassadors Reference Group is to:

- Advise Council on any matters relating to the arts and community in Darebin.
- Support Council in the development of the Arts Strategy 2014-2020 and provide feedback, support and guidance for the life of the strategy.
- Guide Council on best practice arts and community cultural development.
- Provide support and guidance on Council's arts programs, festivals and projects.
- To provide an avenue of community consultation regarding policy, strategies and matters pertaining to the Arts in Darebin.

Required Councillors	Two Councillors (Chair and Deputy Chair)
Other Committee Members	10 Darebin community representatives Council staff
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 18 July 2016
Responsible Officer	Manager Creative Culture and Events

Darebin Bicycle Advisory Committee

The Darebin Bicycle Advisory Committee (DBAC) was established following a request from Council to set up a committee to provide ongoing community input to the State Government and Council into the provision of cycling infrastructure facilities and education programs, and as means of tracking delivery of the Darebin Cycling Strategy (DCS).

Required Councillors	One Councillor (Chair) and one proxy
Other Committee Members	10 Darebin community representatives Representative of the Darebin Bicycle Users Group 2 Council Staff, others as relevant
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in November 2014
Responsible Officer	Team Leader, Transport Strategy

Darebin Community Awards Advisory Committee

The Darebin Community Awards recognise the achievements of our community members who have made an outstanding contribution to the Darebin community. The role of the Darebin Community Awards Committee is to review award nominations and to determine the recipients of the awards.

Required Councillors	The Mayor of the Day (Chair)
Other Committee Members	Two members of the Darebin Aboriginal Advisory Committee (DAAC) A representative of the Darebin Ethnic Communities Council (DECC) Four community representatives One Council officer (for administration purposes only)
Meeting Frequency	Two to three times per year
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in on 30 April 2018
Responsible Officer	Civic Events and Engagement Officer

Darebin Disability Advisory Committee

The Darebin Disability Advisory Committee is a Committee established by Council to advise on issues relating to access and inclusion for people with disabilities living, working, studying or visiting Darebin and to promote improved access and inclusion with Council and the wider community.

Required Councillors	One Councillor (Chair) and one proxy
Other Committee Members	11 Community representatives Relevant Council Officers
Meeting Frequency	Bi-monthly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in October 2016
Responsible Officer	Manager Aged and Disability

Darebin Domestic Animal Management Reference Group

The Domestic Animal Management Reference group is to provide advice on issues relating to the reduction of animal euthanasia and to ensure Council achieves the objectives set out in Darebin's Domestic Animal Management (DAM) Plan 2017-2021.

Required Councillors	One Councillor
Other Committee Members	Membership is open to all members of the community with an interest in animal management and welfare. Members include representatives from various animal welfare groups, Australian Veterinary Association, local veterinarians and local residents
Meeting Frequency	Three times a year
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Committee on 5 December 2014
Responsible Officer	Manager City Safe & Compliance

Darebin Education Committee

The Darebin Education Committee looks at structural disadvantage and public education funding in Darebin with the objective of lifting public education investment in the municipality.

Required Councillors	One Councillor (Chair)
Other Committee Members	Up to 5 Council officers, up to 10 external members
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in May 2015
Responsible Officer	Manager Families, Youth and Children

Darebin Environmental Reference Group

The Darebin Environmental Reference Group facilitates community action and strengthens community links, advises on matters pertaining to environmental sustainability in Darebin, provides feedback to Council on these issues and contributes to the content of community environmental forums.

Required Councillors	One Councillor (Chair) and one proxy
Other Committee Members	12 community members from across Darebin who are members and representatives of a variety of environmental organisations.
Meeting Frequency	Bi-monthly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 20 October 2014
Responsible Officer	Manager Environment and Sustainable Transport

Darebin Housing Committee

The Darebin Housing Committee is a Community Advisory Committee to provide a forum for relevant groups and interests to analyse housing market trends, government policy initiatives and opportunities for affordable or social housing development in Darebin and to advise on ways Council can best contribute to improved housing outcomes and opportunities for the Darebin community.

Required Councillors	One Councillor (Chair)
Other Committee Members	Relevant Council Officers, local and regional housing and support services, public tenant groups, Office of Housing, special needs peak bodies, welfare organisations, churches, residential care services, housing industry groups and other groups or individuals with an interest in housing issues.
Meeting Frequency	According to the terms of reference, at least three times per year. In practice, the committee meets when required. An updated terms of reference will be presented to Council in February 2019 for consideration.
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 15 November 2012
Responsible Officer	Manager City Futures

Darebin Interfaith Council

The Darebin Interfaith Council is a collaborative partnership between faith leaders and the broader community aimed at providing leadership, information, guidance and inspiration to the local community on matters related to faith and benefits of interfaith collaboration, comprehension and dialogue.

Required Councillors	At least one Councillor (Chair)
Other Committee Members	Representatives of various faith communities within Darebin and relevant Council Officers.
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 10 July 2012
Responsible Officer	Interfaith Development Officer

Darebin Lifelong Learning Strategy Reference Group

The purpose of the Darebin Lifelong Learning Strategy Reference Group is to provide advice, feedback, support and guidance to Council on the development of the Darebin Lifelong Learning Strategy 2017–2021.

Required Councillors	At least one Councillor (Chair)
Other Committee Members	15 community members with an interest in the provision of lifelong learning opportunities in Darebin
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 19 June 2017
Responsible Officer	Senior Coordinator Darebin Libraries

Darebin Nature Trust

The purpose of the Darebin Nature Trust is to ensure that green space provision parallels Darebin's growth and achieves best practice outcomes for our environment and growing community by improving Darebin's open space provision, protecting and enhancing local biodiversity. The first focus for the Trust is to provide expert input into the development of the Open Space Strategy and determine the most effective long term Trust model for Council consideration by February 2018 to inform the 2018/19 Council budget process.

Required Councillors	One Councillor from each ward (one Councillor as Chair)
Other Committee Members	9 community members
Meeting Frequency	As required
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 27 February 2017
Responsible Officer	Coordinator Public Places

Darebin Women's Advisory Committee

The purpose of the Darebin Women's Advisory Committee is to increase the voice of women as part of Council's strategic commitment to 'support the right of women to fully and equally engage and participate in the life of the community' – Gender Equity and Preventing Violence Against Women Action Plans.

Required Councillors	At least one female Councillor (Chair)
Other Committee Members	12 Committee Members 2 Council officers
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Endorsed by Council on 27 February 2017
Responsible Officer	Preventing Violence Against Women Officer

Darebin Youth Advisory Group

It is recommended that the Youth Advisory Group be officially discontinued and replaced with the Young Citizen Jury, which will report to Council annually. As reported to Council on 13 August 2018, The Youth Advisory Group was an endorsed activity of the 2012–17 Youth Engagement Strategy. In December 2017, the strategy expired along with the Youth Advisory Group.

Following the implementation of the Young Citizen Jury in 2017, officers discussed with Council at the 4 December 2017 meeting that the Young Citizen Jury model was a more appropriate model than the Youth Advisory Group.

Edwardes Lake Park Reference Group

The Edwardes Lake Park Reference Group is to be established in 2014 to assist in the review of the existing master plan and guide the development of a future plan for Edwardes Lake Park.

Required Councillors	All La Trobe Ward Councillors
Other Committee Members	Four local residents Four representative from local Community Organisations Three Council officers
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in June 2016
Responsible Officer	Coordinator Public Places and Design

Municipal Emergency Management Planning Committee

The *Emergency Management Act 1986* requires each Council to establish a Municipal Emergency Management Planning Committee to prepare a Municipal Emergency Management Plan. The Committee's role is not to manage an emergency but to participate in a planning process which ensures that all relevant matters associated with Emergency Management are investigated, adequately provided for and the results recorded in the plan.

Required Councillors	Mayor of the Day (Chair)
Other Committee Members	Representatives from emergency services, welfare agencies, state government departments and major industrial facilities in Darebin. Relevant Council staff
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Included in the Municipal Emergency Management Plan adopted by Council on 15 May 2017
Responsible Officer	General Manager Operations and Capital

Northland Urban Renewal Precinct Steering Committee (NURP)

The NURP Steering Committee works collectively to provide a clear direction for the efficient and timely delivery of the ongoing NURP work program. The Committee will focus on the five priority areas: (1) Advocacy and promotion; (2) Sound design and concept foundation; (3) Working in partnership; (4) Engagement; and (5) New delivery models. The NURP Steering committee brings together the experiences and ideas of a range of stakeholders to provide a balanced and representative understanding of the future needs of NURP and to ensure best practice in the development of the Structure Plan.

Required Councillors	Three Councillors The current terms of reference states that there is a Co-Chair arrangement of rotating a Cazaly Ward Councillor
Other Committee Members	Two Banyule Ward Councillors Two Council Directors (one from each Council) Two Institutional representatives (La Trobe University and Northern College of Arts and Technology) Two Community representatives (one each from Darebin and Banyule) Two representatives with specialist development industry experience not directly involved in the Precinct One Community infrastructure (health sector) One representative each from MPA, Department of Environment, Land, Water and Planning and Department of Health and Human Services (Housing)
Meeting Frequency	Once a quarter
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council in June 2016
Responsible Officer	Manager City Futures

Preston Business Advisory Committee

The purpose of the Preston Business Advisory Committee is to administer and manage the Special Rate Scheme fund and associated business and marketing plans for Preston Central Shopping Centre.

Required Councillors	One Cazaly Ward Councillor (Chair) and one Cazaly Ward proxy
Other Committee Members	Five business representatives, liable for the special rate, made up of a representative mix of business types and locations within the Centre. One representative from the Preston Market Two community representatives (associate members) Two associate business representatives (associate members) One Preston resident (associate member) Two Council officers - Manager Economic Development or Business Development Coordinator and the Retail Development Officer.
Meeting Frequency	First Wednesday of every month
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 7 August 2017
Responsible Officer	Coordinator Economic Development

Sexuality, Sex and Gender Diversity Advisory Committee

The Sexuality, Sex and Gender Diversity Advisory Committee is an Advisory Committee to advise Council on issues and barriers to equality affecting people in the City of Darebin who identify as gay, lesbian, bisexual, transgender or intersex.

Required Councillors	One Councillor (Chair)
Other Committee Members	Representatives from the LGBTQI Community Council staff
Meeting Frequency	Quarterly
Reporting	Status update to Council every 6 months via officer report
Terms of Reference	Adopted by Council on 27 February 2015
Responsible Officer	Diversity Policy Officer

OPTIONS FOR CONSIDERATION

Option 1 – Establish the Community Advisory Committees (Recommended)

These Committees enable Council to draw on the breadth of expertise that exists within the community. They also provide an opportunity for the community to engage directly with key Council functions.

Option 2 – Do not establish the Community Advisory Committees (Not Recommended)

If Council resolves not to establish the Community Advisory Committees, it would not be consistent with Council's commitment to community engagement. It would also be a missed opportunity to gather input from members of the community who have valuable skill sets and expertise.

IMPLEMENTATION STRATEGY

Details

As below

Communication

Information about Council Committees and their membership will be made available on Darebin City Council's website. External members of these Committees will be informed about the resolution of Council with regard to establishment and membership of the Committees.

Timeline

Communications about any changes to the Community Advisory Committees will be made in the week following the 3 December meeting.

RELATED DOCUMENTS

Nil

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.

8.11 BUNDOORA HOMESTEAD BOARD OF MANAGEMENT NEW MEMBERS**Author:** Gallery Manager, Bundoora Homestead Art Centre**Reviewed By:** General Manager Community

PURPOSE

To seek Council's endorsement of four new members to the Bundoora Homestead Board of Management.

EXECUTIVE SUMMARY

- The Bundoora Homestead Board of Management is a Section 86 Special Committee established under the Local Government Act. The Charter (**Appendix B**) sets out the membership of the Board as three Councillors, one Council officer and between five and eleven external members.
- Eleven external (community) members were appointed by Council on 16 May 2016 for a two year term. The Charter provides for the opportunity for Council to extend membership terms for a further two years.
- Five community members resigned during or at the end of their first term. Six community members had their terms extended for a further two years as per Council's resolution on 2 July 2018. Cathy Henderson, General Manager Community, was also appointed at this meeting as the Council officer representative.
- This report seeks Council's endorsement of four new community members and the re-appointment of the General Manager Community.

Recommendation

That:

- (1) Council endorses (insert names from confidential attachment, **Appendix A, here**) as new Bundoora Homestead Board of Management members for a period of two years as per the Bundoora Homestead Board of Management Charter.
 - (2) Council endorses the General Manager Community as the nominated Council officer on the Bundoora Homestead Board of Management for a period of two years as per the Bundoora Homestead Board of Management charter.
-

BACKGROUND / KEY INFORMATION

The Bundoora Homestead Board of Management is a Section 86 Special Committee under the Local Government Act. It is comprised of three Councillors, one General Manager and eleven community members as per the Charter at **Appendix B**.

Eleven community members were appointed to the Board on 16 May 2016 for a two year tenure. Their first term of tenure ended on 16 May 2018. Board members can be appointed to a second term at the discretion of Council.

Five community members resigned before or at the end of their first term. Six community members were appointed for a second two year term by Council on 2 July 2018.

Cathy Henderson, General Manager Community, was also appointed to the Board as the Council Officer on 2 July 2018.

The Board then identified skills gaps in the continuing membership and an Expression of Interest process was developed to fill the vacant positions. Skills sought through the expression of interest include: Education, Heritage, Fundraising and Business Development.

19 applications were received. Applications were reviewed by a selection panel consisting of: Cr. Susanne Newton (Board member), Valentina Maxwell-Tansley (Board member), Cathy Henderson (Board member & General Manager Community), Vicky Guglielmo (Manager, Creative Culture & Events) and Ella Hughes (Gallery Director).

The selection panel recommended 6 applicants to the Board for further discussion.

The Bundoora Homestead Board of Management met on 19 September 2018 and two applicants were initially recommended for appointment to the Board. A further four applicants were shortlisted for further review and from this two applicants were agreed upon via email. These applicants are outlined in the attached confidential report **Appendix A**.

Previous Council Resolution

At its 16 May 2016 meeting, Council resolved to:

- (1) *Adopt the revised Bundoora Homestead Board of Management Charter with a change to point 2(1) to increase the number of community members from eight to eleven.*
- (2) *Appoint Giacomina Pradolin, Valentina Maxwell-Tansley, Alice Park, Lyndal Wischer, Michael Brennan, Kirsten Mathews, Kade McDonald, Christina Lew, Janette Lewis, JD Mittman and Angela Bailey as community representatives to the Bundoora Homestead Board of Management for a 24 month period in alignment with the Charter.*

At its 2 July 2018 meeting, Council resolved to:

- (1) *Endorse Kirsten Mathews, Valentina Maxwell-Tansley, Kade McDonald, JD Mittman, Lyndel Wischer and Janette Lewis as members of the Bundoora Homestead Board of Management for a second two year term from 2 July 2018 to 1 July 2020.*
- (2) *Endorse Cathy Henderson, General Manager Community, as a member of the Bundoora Homestead Board of Management to be reviewed at the Special Meeting of Council each year.*

COMMUNICATIONS AND ENGAGEMENT

Consultation

Current Board members were consulted as to skills gaps on the Board and the Expression of Interest process to fill the remaining vacant positions.

A selection panel made up of Board members and staff reviewed all 19 applications and made recommendations to the Board. The Board conducted further review of recommended applicants before making its recommendation.

Communications

A detailed communications plan for the recruitment of members was drafted and implemented with the assistance of the Communications team.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Bundoora Homestead Art Centre Operations Plan

Creative Darebin: Darebin Arts Strategy 2014-2020

Environmental Sustainability Considerations

This process mainly concerns communications rather than physical or operational requirements, because of this there are few environmental considerations.

Equity, Inclusion and Wellbeing Considerations

Advertising of the Expression of Interest process occurred on 3ZZZ radio, Melbourne's culturally diverse radio station, and 3KND, our local Indigenous broadcaster. The communications team was consulted on multi-cultural media opportunities.

The Equity and Diversity team were consulted on ways to attract appropriate applications from diverse community members and on ways to advertise or reach out to these groups. The team supported the Expression of Interest process by sending the information to their contacts via email.

Cultural Considerations

The process for the recruitment of the remaining community positions is being led by the Gallery Director at Bundoora Homestead Art Centre with the support of the Manager Creative Culture and Events and the General Manager Community Division.

Expert advice is also being provided by existing Board members of the Bundoora Homestead Board of Management and information will be shared with the Arts Ambassadors.

Economic Development Considerations

Economic Development was consulted on the best ways to provide access to this opportunity for local business people. Information was shared with their contacts via email.

Financial and Resource Implications

The financial implications are within current budget.

Legal and Risk Implications

As the Bundoora Homestead Board of Management is a Section 86 Special Committee under the Local Government Act, the Gallery Director has consulted with the Governance team on meeting all statutory requirements of recruitment to the Board.

DISCUSSION

Bundoora Homestead Board of Management is a Section 86 Special Committee under the Local Government Act.

There are currently six community members on the Board and five vacant positions.

If this report's recommendation is adopted by Council, four of the vacant positions will be filled and the new members will be inducted to the Board.

OPTIONS FOR CONSIDERATION

To appoint four community members to the Bundoora Homestead Board of Management as set out in the Bundoora Homestead Board of Management Charter. This will ensure the Board always achieves quorum at meetings and can undertake its responsibilities to Council.

IMPLEMENTATION STRATEGY**Details**

1. New Board members appointed by Council resolution.
2. New Board members informed and invited to an induction session.
3. Unsuccessful applicants notified and thanked for their application. Unsuccessful applicants will also be informed of other Darebin Council volunteer committees, groups and opportunities that may be of interest.
4. Appropriate introduction and induction of new Board members, including presentation on governance requirements of Special Committees under the Local Government Act.

Communication

New and current members of the Bundoora Homestead Board of Management will be invited to provide a photo and short biography for the Bundoora Homestead website.

Timeline

The recruitment for remaining community positions on the Bundoora Homestead Board of Management is as follows:

- Council Meeting: 2 July 2018 – introduction of process for recruitment and continuing tenure of current members.
- Campaign Start: 20 August – advertising and recruitment campaign for new members
- Campaign Finish: 9 September
- Selection Panel meeting: 17 September
- Bundoora Homestead Board of Management meeting: 19 October – recommendation to adopt members
- Council Meeting: 3 December – resolution to adopt new members

RELATED DOCUMENTS

- Nil

Attachments

- Recommendations for Bundoora Homestead Board membership (**Appendix A**)
Confidential - enclosed under separate cover
- Bundoora Homestead Board of Management Charter (**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.



**Bundoora
Homestead
Art Centre**

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT CHARTER

1 Purpose

- (1) A Special Committee appointed, pursuant to section 86 of the Local Government Act 1989, to manage the operation of Bundoora Homestead Art Centre.

2 Membership

- (1) Three Councillors, one Council Officer and a minimum of five and maximum of eleven external members.
- (2) The external members appointed by Council are to be natural persons with relevant skills, experience or expertise.
- (3) The external members are to be appointed for a two-year term with an option for a further two-year term at Council's discretion, the further term to expire at the conclusion of the Council term of office.
- (4) The members will nominate a Chairperson at the first meeting of each calendar year for a term of 12 months.
- (5) All Standing Committees of the Council are reviewed at a special meeting of the Council in November or December each year.

3 Quorum

- (1) Five Committee members.

4 Meeting Frequency

- (1) Quarterly, however additional meetings can be called if required.

5 Scope of Activity:

- (1) The objectives of the Committee are to:
 - (a) Ensure effective management of Bundoora Homestead Art Centre buildings and grounds as a heritage, cultural and recreation facility for the community.
 - (b) Provide an exhibition facility where high quality contemporary, fine and decorative art works can be displayed and studied.



Bundoora Homestead Art Centre

- (c) Enable accessibility and foster an appreciation of the arts by all sections of the community.
 - (d) Celebrate through the Board's programs, the diverse cultures of the municipality of the City of Darebin.
 - (e) Enhance the position of the City of Darebin as a place proud to foster and assist with the appreciation and development of arts and cultural activities
 - (f) Facilitate and support community involvement in the program and operations of the Homestead.
 - (g) Seek to maximise funding from external sources and minimise recurrent expenditure contributions from the City of Darebin.
- (2) The responsibilities of the Committee are to:
- (a) Ensure the Centre operates within the Committee objectives and the Bundoora Homestead Art Centre Business Plan.
 - (b) Adopt policies and strategies for Bundoora Homestead Art Centre.
 - (c) Overview financial operations of the Centre.
 - (d) Explore and obtain external funding contributions to Bundoora Homestead Art Centre through grants, sponsorships, gifts and donations.

6 Reporting

- (1) The Committee will provide an annual report to Council on its activities for the year. Specific proposals for consideration will be separately reported to Council.
- (2) A report on the meetings and activities of Bundoora Homestead Board of Management is to be prepared for inclusion in Council's Annual Report.

7 Delegated Authority

- (1) Council's powers, duties and functions under the Local Government Act 1989 to manage the Bundoora Homestead Art Centre are delegated to the Committee.
- (2) The Committee is empowered to develop strategies and policies to meet its objects in accordance with the Council adopted business plan and budget.
- (3) The Committee shall not:
 - (a) Delegate any of the powers, duties of functions delegated to it.
 - (b) Borrow money.
 - (c) Enter into any contract for an amount not approved in a Budget endorsed by the Council.

8.12 PROPOSED SALE OF DISCONTINUED ROADS – REAR LEAMINGTON/BARTON STREETS, REAR MASSEY AVENUE/LAWLEY STREET, REAR HUGHES PARADE/LUDEMAN COURT**Author:** Property Officer**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to seek approval to commence the statutory process to sell the land from the following discontinued roads:

1. A 3.05-metre-wide former road adjoining the rear of 100 Leamington Street and 93–95 Barton Street, Reservoir
2. A 3.05-metre-wide former road adjoining the rear of 8 Massey Avenue and 7 Lawley Street, Reservoir
3. A 3.05-metre-wide former road adjoining the rear of 72 Hughes Parade and 11 Ludeman Court, Reservoir.

EXECUTIVE SUMMARY

In 2018, Council received enquiries from the adjoining owners of the former roads listed above (former road 1, 2 and 3) looking to purchase the land adjoining their property, being part of the unsold land from previously discontinued roads. The land is known as:

1. Lot 22 on Title Plan 013555S (**Appendix G**), shown hatched on site plan in **Appendix A** and in orange in the aerial view in **Appendix B**
2. Lot 10 on Title Plan 0936581T (**Appendix H**), shown hatched on site plan in **Appendix C** and in orange in the aerial view in **Appendix D**
3. Lot 6 on Title Plan 010422E shown in **Appendix I**, shown hatched on site plan in **Appendix E** and in orange in the aerial view in **Appendix F**.

Consultation with abutting property owners confirmed the feasibility of the proposed sale, with the property owners of 100 Leamington Street, Reservoir, 8 Massey Avenue, Reservoir and 72 Hughes Parade, Reservoir respectively indicating their interest by signing in-principle agreements to purchase the Land from the discontinued roads at market value, as well as meeting all reasonable costs associated with the statutory process.

Recommendation

That Council

- (1) Commences the statutory procedures under Section 189 of the *Local Government Act 1989* ('the Act') to:
 - a. Sell the land from the discontinued road adjoining the rear of 100 Leamington Street and 93–95 Barton Street, Reservoir, shown as Lot 22 on Title Plan 013555S in **Appendix G**, to the owners of 100 Leamington Street, Reservoir
 - b. Sell the land from the discontinued road adjoining the rear of 8 Massey Avenue and 7 Lawley Street, Reservoir, shown as Lot 10 on Title Plan 0936581T in **Appendix H** to the owners of 8 Massey Avenue, Reservoir
 - c. Sell the land from the discontinued road adjoining the rear of 72 Hughes Parade and 11 Ludeman Court, Reservoir, shown as Lot 6 on Title Plan 010422E in **Appendix I** to the owners of 72 Hughes Parade, Reservoirin accordance with Council Policy.
 - (2) Gives public notice under Sections 189, 82A and 223 of the Act of the proposed sale in the appropriate newspapers and on Council's website, and in such notice state that Council proposes to sell the land from the former road to the owners of 100 Leamington Street, Reservoir, 8 Massey Avenue, Reservoir and 72 Hughes Parade, Reservoir respectively by private treaty.
-

BACKGROUND / KEY INFORMATION**1. Proposed sale of former road adjoining the rear of 100 Leamington Street and 93–95 Barton Street, Reservoir (former road 1)**

On 23 June 1997, Council resolved to discontinue the road bound by Leamington Street, Whitby Street, Barton Street and McFadzean Avenue, Reservoir and to sell the land by private treaty in accordance with Council Policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 16 December 1999, shown in **Appendix J**.

Investigations revealed that the land appears to have been incorporated within the property at 100 Leamington Street, Reservoir for many years. The owners of the adjoining property at 93 and 95 Barton Street, Reservoir have not objected nor expressed any interest in the land.

Once the initial investigations confirmed the feasibility of the proposed sale, Macquarie Lawyers were commissioned to undertake the statutory procedures to facilitate the possible sale of the land from the discontinued road to the owners of 100 Leamington Street, Reservoir.

2. Proposed sale of former road adjoining the rear of 8 Massey Avenue and 7 Lawley Street, Reservoir (former road 2)

On 6 April 2010, Council resolved to discontinue the road bound by Massey Avenue, Broadhurst Avenue and Lawley Street, Reservoir and to sell the land by private treaty in accordance with Council Policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 15 April 2010, shown in **Appendix K**.

Investigations revealed that the land appears to have been incorporated within the abutting property at 7 Lawley Street, Reservoir for many years consultation confirmed they have no objection of the sale to the adjoining owner nor expressed any interest in the land.

Once the initial investigations confirmed the feasibility of the proposed sale, Macquarie Lawyers were commissioned to undertake the statutory procedures to facilitate the possible sale of the land from the discontinued road to the owners of 8 Massey Avenue, Reservoir.

3. Proposed sale of former road adjoining the rear of 72 Hughes Parade and 11 Ludeman Court, Reservoir (former road 3)

On 21 July 1997, Council resolved to discontinue the road bound by Hughes Parade, Ludeman Court, Henderson Street and Braithwaite Street, Reservoir and to sell the land by private treaty in accordance with Council Policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 3 February 1998, shown in **Appendix L**.

Investigations revealed that whilst the land appears to have been landlocked for many years it has been maintained by the property at 72 Hughes Parade, Reservoir and more recently they have taken occupation of the land. The adjoining owner at 11 Ludeman Court, Reservoir has not objected nor expressed any interest in the land.

Once the initial investigations confirmed the feasibility of the proposed sale, Macquarie Lawyers were commissioned to undertake the statutory procedures to facilitate the possible sale of the land from the discontinued road to the owners of 72 Hughes Parade, Reservoir.

Previous Council Resolution

These matters are not the subject of a previous Council resolution.

COMMUNICATIONS AND ENGAGEMENT

1. Former road 1 adjoining the rear of 100 Leamington Street and 93–95 Barton Street, Reservoir

Consultation with adjoining property owners

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The owner of 100 Leamington Street, Reservoir, has confirmed an interest in acquiring the land, shown as Lot 22 on Title Plan 013555S provided in **Appendix G**, at current market value, as well as meeting all costs associated with the sale of land.

Consultation with Service Authorities and Council Departments

Internal departments and the service authorities were consulted when the road was discontinued in in 1997 and easements in favour of both Council and Yarra Valley Water were saved over the Land at that time.

Consultation with the community

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot 22 on Title Plan 013555S and invite submissions from affected parties and the community. All abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Following this, a report will be presented to Council for a decision on whether to sell the land, part of the land or not to sell the land.

2. Former road 2 adjoining the rear of 8 Massey Avenue and 7 Lawley Street, Reservoir**Consultation with adjoining property owners**

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The owner of 8 Massey Avenue, Reservoir, has confirmed an interest in acquiring the land, shown as Lot 10 on Title Plan 0936581T provided in **Appendix H**, at current market value, as well as meeting all costs associated with the sale of land.

Consultation with Service Authorities and Council Departments

Internal departments and the service authorities were consulted when the road was discontinued in in 2010 and easements in favour of both Council and Yarra Valley Water were saved over the land at that time.

Consultation with the community

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot 10 on Title Plan 0936581T and invite submissions from affected parties and the community. All abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Following this, a report will be presented to Council for a decision on whether to sell the land, part of the land or not to sell the land.

3. Former road 3 adjoining the rear of 72 Hughes Parade and 11 Ludeman Court, Reservoir**Consultation with adjoining property owners**

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The owner of 72 Hughes Parade, Reservoir, has confirmed an interest in acquiring the land, shown as Lot 6 on Title Plan 010422E provided in **Appendix I**, at current market value, as well as meeting all costs associated with the sale of land.

Consultation with Service Authorities and Council Departments

Internal departments and the service authorities were consulted when the road was discontinued in in 1997 and easements in favour of both Council and Yarra Valley Water were saved over the land at that time.

Consultation with the community

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot 6 on Title Plan 010422E and invite submissions from affected parties and the community. All abutting property owners will be advised of the proposal in writing and informed of their right to make a submission. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Following this, a report will be presented to Council for a decision on whether to sell the land, part of the land or not to sell the land.

Communications

- All immediate adjoining property owners were consulted as part of our initial investigations in considering the proposals and no objections were received. The dimensions and proposed allocation of the land is shown in the Title Plans provided in **Appendix G, H and I.**
- The property owners of 100 Leamington Street, Reservoir, 8 Massey Avenue, Reservoir and 72 Hughes Parade, Reservoir respectively, have all agreed to purchase the land adjoining their property at current market value, as well as meeting all reasonable costs associated with the transfer of land.

ANALYSIS**Alignment to Council Plan / Council policy**

Goal 6 - A well governed Council

Property Assets Management Strategy 2014

Sale of Minor Council Property Assets Policy 2015

Environmental Sustainability Considerations

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

Equity, Inclusion and Wellbeing Considerations

There are no factors in this report which impact upon equity, inclusion and wellbeing.

Cultural Considerations

There are no factors in this report which impact upon cultural considerations.

Economic Development Considerations

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

Financial and Resource Implications

At the commencement of negotiations with each of the property owners, the City Valuer placed a rate per square metre on the land:

1. **Former road 1** \$484.00 per square metre (including GST). The rate takes into account the land's relationship to the purchaser/s and the fact that the land would be encumbered with easements. Given the total land area of 41m², the approximate value of the potential income to Council would be \$19,844.00 (including GST).
2. **Former road 2** \$330.00 per square metre (including GST). The rate takes into account the land's relationship to the purchaser/s and the fact that the land would be encumbered with easements. Given the total land area of 56m², the approximate value of the potential income to Council would be \$18,480.00 (including GST).
3. **Former road 3** \$330.00 per square metre (including GST). The rate takes into account the land's relationship to the purchaser/s and the fact that the land would be encumbered with easements. Given the total land area of 60m², the approximate value of the potential income to Council would be \$19,800.00 (including GST).

Costs associated with the statutory procedures and sale of the former roads will be recovered from the purchasers, should the sale proceed.

The land from the former roads, once sold, will attract additional Council rates.

Legal and Risk Implications

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

DISCUSSION

Council's property portfolio must meet current service needs while providing the flexibility to meet future requirements. Roads, reserves, revenge strips, hiatus and other pieces of land of unusual shape and limited usefulness that are less than 200m² in area (collectively referred to as minor Council property assets) were originally set aside in early plans of subdivision for a particular purpose, such as access or drainage. In many cases, these parcels of land are still required for that purpose and need to remain open and available to the public.

In situations where a minor Council property asset is no longer reasonably required for that purpose or other strategic purposes, it may be considered surplus and suitable for sale. Before Council can sell land, it must undertake the statutory procedures in accordance with legislation and Council policy. This provides for a public notice of Council's intention of sale to be published and invites submissions from the community.

OPTIONS FOR CONSIDERATION

Option 1 – Abandon the Proposal or Do Nothing

Council could resolve to abandon the proposal, take no action or may make no resolution on the matter. This option would mean that the land from the former roads would continue to vest in Council and the status quo would remain with the adjoining property owners continuing to occupy and use parts of the former road land.

Council may be perceived as knowingly encouraging and enabling property owners to continue to occupy other roads or rights-of-way within Darebin to the detriment of the community (whether financially or as a benefiting right).

Council may, at some time in the future, resolve to commence the process to sell the land.

Option 2 – Commence the Statutory Procedures (Recommended)

Council could resolve to commence the statutory procedures to potentially sell the land from the former roads. This would extend the consultation to the wider community and enable all affected property owners with a formal opportunity to make a submission. This option would assist Council in obtaining further insight into the overall consensus of surrounding property owners and the community in relation to the sale. It would also enable Council to make an informed assessment of the proposed sale of the land from the former roads.

Benefits of commencing the statutory process, depending on Council's decision on the proposed sale, could result in receipt of revenue from the sale of the land, which is no longer required for its original purpose.

IMPLEMENTATION STRATEGY

Details

- Commence statutory process
- Report back to Council on outcome of statutory process

Communication

- Council departments
- Community
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory authorities

Timeline

It is expected that a report on the outcome of the statutory process would be presented to Council for consideration in March 2019.

RELATED DOCUMENTS

- *Local Government Act 1989*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy

Attachments

- Site Plan (Former Road 1) (**Appendix A**) [↓](#)
- Aerial View (Former Road 1) (**Appendix B**) [↓](#)
- Site Plan (Former Road 2) (**Appendix C**) [↓](#)
- Aerial View (Former Road 2) (**Appendix D**) [↓](#)
- Site Plan (Former Road 3) (**Appendix E**) [↓](#)
- Aerial View (Former Road 3) (**Appendix F**) [↓](#)
- Title Plan (Former Road 1) (**Appendix G**) [↓](#)

- Title Plan (Former Road 2) (**Appendix H**) [↓](#)
- Title Plan (Former Road 3) (**Appendix I**) [↓](#)
- Victorian Government Gazette (Former Road 1) (**Appendix J**) [↓](#)
- Victorian Government Gazette (Former Road 2) (**Appendix K**) [↓](#)
- Victorian Government Gazette (Former Road 3) (**Appendix L**) [↓](#)

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.

Darebin City Council
15/10/2018



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Barton Street



Leamington Street

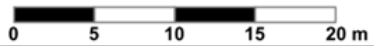
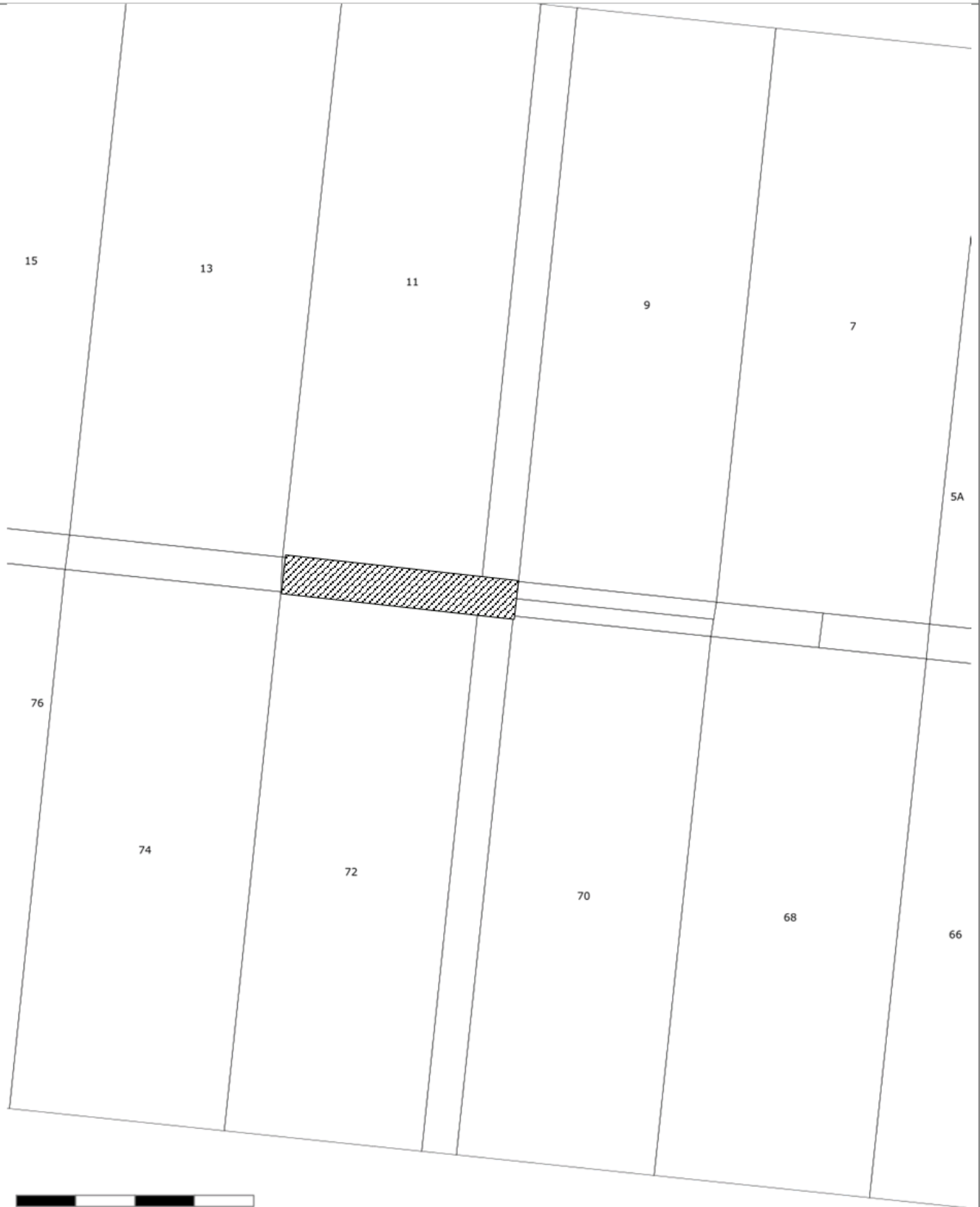


Massey Avenue



Lawley Street

Darebin City Council
15/10/2018



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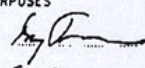
Ludeman Street



Hughes Parade

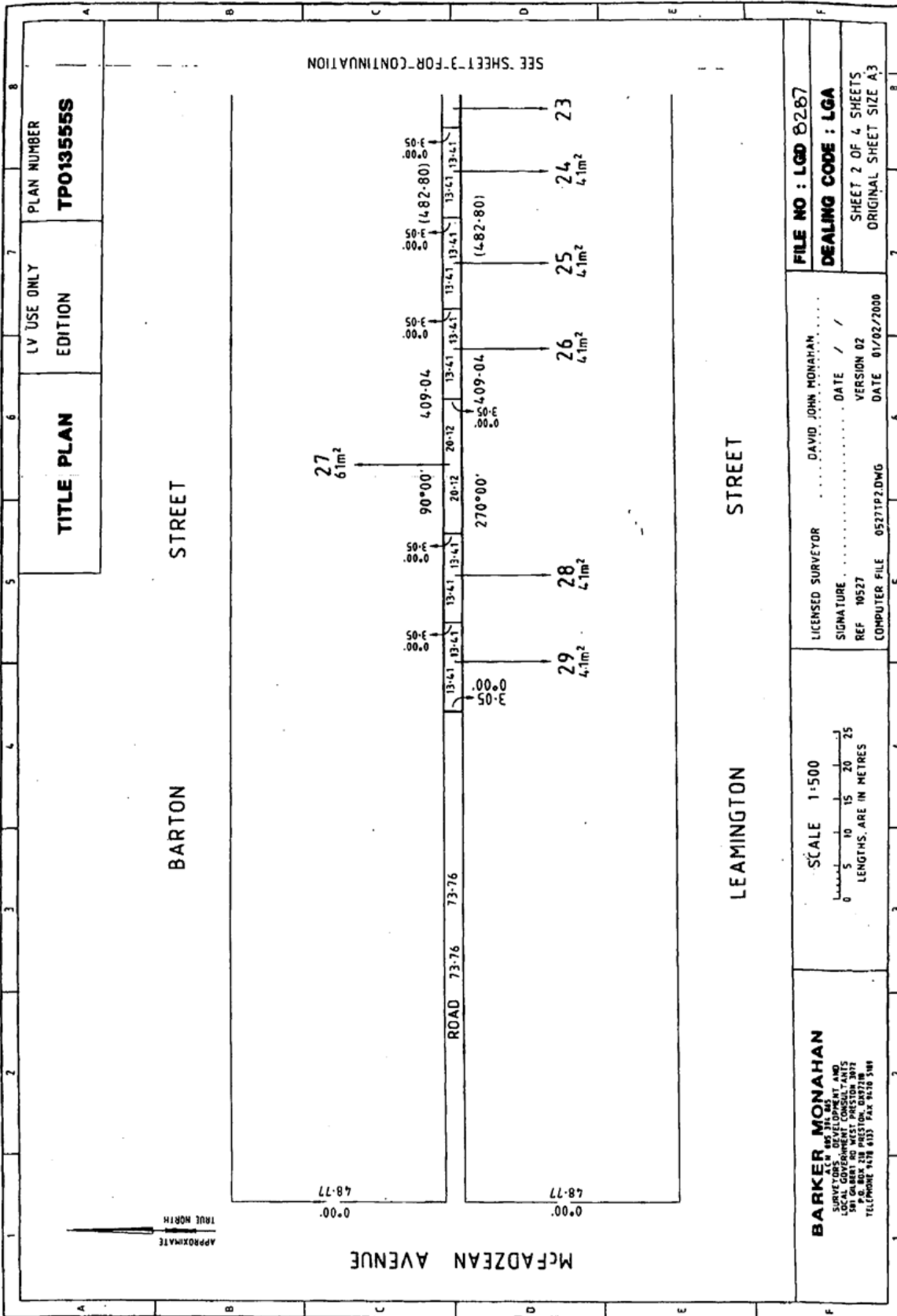
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TITLE PLAN		LV USE ONLY EDITION 8	PLAN NUMBER TP013555S	
LOCATION OF LAND PARISH : KEELBUNDORA TOWNSHIP : SECTION : CROWN ALLOTMENT : CROWN PORTION : 12 (PART) LV BASE RECORD : CHART 72 (2856) LAST PLAN REFERENCE : LP7180 DEPTH LIMITATION : DOES NOT APPLY PARENT TITLE REFERENCE : VOL 2176 FOL 018		WARNING : THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND. ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION.		
AMG CO-ORDINATES : E : 323 610 (APPROX CENTRE OF LAND IN PLAN) N : 5 824 095 ZONE : 55		NOTATIONS : LOT 8 HAS BEEN OMITTED FROM THIS PLAN THIS PLAN IS NOT BASED ON SURVEY		
EASEMENT INFORMATION				
LEGEND: A - APPURTENANT EASEMENT E - ENCUMBERING EASEMENT R - ENCUMBERING EASEMENT (ROAD)			THIS PLAN HAS BEEN PREPARED FOR LAND VICTORIA FOR TITLE DIAGRAM PURPOSES CHECKED BY  DATE 29 / 5 / 2000 ASSISTANT REGISTRAR OF TITLES	
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)		ORIGIN
ALL THE LAND IN THIS PLAN	AS PROVIDED FOR IN SEC.207C LGA 1989	SEE DIAGRAM	SEC.207C LGA 1989	YARRA VALLEY WATER LTD
LOT 2	DRAINAGE	3.05	W676654M	CITY OF DAREBIN
LOT 9	DRAINAGE	3.05	W676658Y	CITY OF DAREBIN
LOT 13	DRAINAGE	3.05	W676667X	CITY OF DAREBIN
LOT 21	DRAINAGE	3.05	W676674D	CITY OF DAREBIN
LOT 24	DRAINAGE	3.05	W676678Q	CITY OF DAREBIN
LOT 26	DRAINAGE	3.05	W676689H	CITY OF DAREBIN
LOT 14	DRAINAGE	3.05	W676710M	CITY OF DAREBIN
LOT 15	DRAINAGE	3.05	W676712F	CITY OF DAREBIN
LOT 19	DRAINAGE	3.05	W676788F	CITY OF DAREBIN
LOT 20	DRAINAGE	3.05	W676798B	CITY OF DAREBIN
LOT 23	DRAINAGE	3.05	W649943G	CITY OF DAREBIN
LOT 27	DRAINAGE	3.05	W676833N	CITY OF DAREBIN
LOT 1	DRAINAGE	3.05	W676847V	CITY OF DAREBIN
LOT 5	DRAINAGE	3.05	W676854B	CITY OF DAREBIN
LOT 28	DRAINAGE	3.05	W676865T	CITY OF DAREBIN
LOT 29	DRAINAGE	3.05	W676885K	CITY OF DAREBIN
LOT 12	DRAINAGE	3.05	W906100H	CITY OF DAREBIN
LOT 3	DRAINAGE	3.05	X526492Y	CITY OF DAREBIN
LOT 11	DRAINAGE	3.05	AC214473X	DAREBIN CITY COUNCIL
LOT 4	DRAINAGE	3.05	AC603860W	DAREBIN CITY COUNCIL
LOT 32	DRAINAGE	3.05	AH200202R	DAREBIN CITY COUNCIL
LOT 10	DRAINAGE	3.05	AN654295T	DAREBIN CITY COUNCIL
			SEE SHEETS 2, 3 AND 4 FOR DIAGRAM	
BARKER MONAHAN A.C.N. 095 394 863 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 561 GILBERT RD WEST PRESTON 3072 P.O. BOX 218 PRESTON, VIC 3072 TELEPHONE 9478 4133 FAX 9478 5189		LICENSED SURVEYOR DAVID JOHN MONAHAN		FILE NO : LGD 8287
		SIGNATURE DATE / /		DEALING CODE : LGA
		REF 10527 VERSION 02 COMPUTER FILE: 0527TP1DWG DATE: 01/02/2000		SHEET 1 OF 4 SHEETS ORIGINAL SHEET SIZE A3

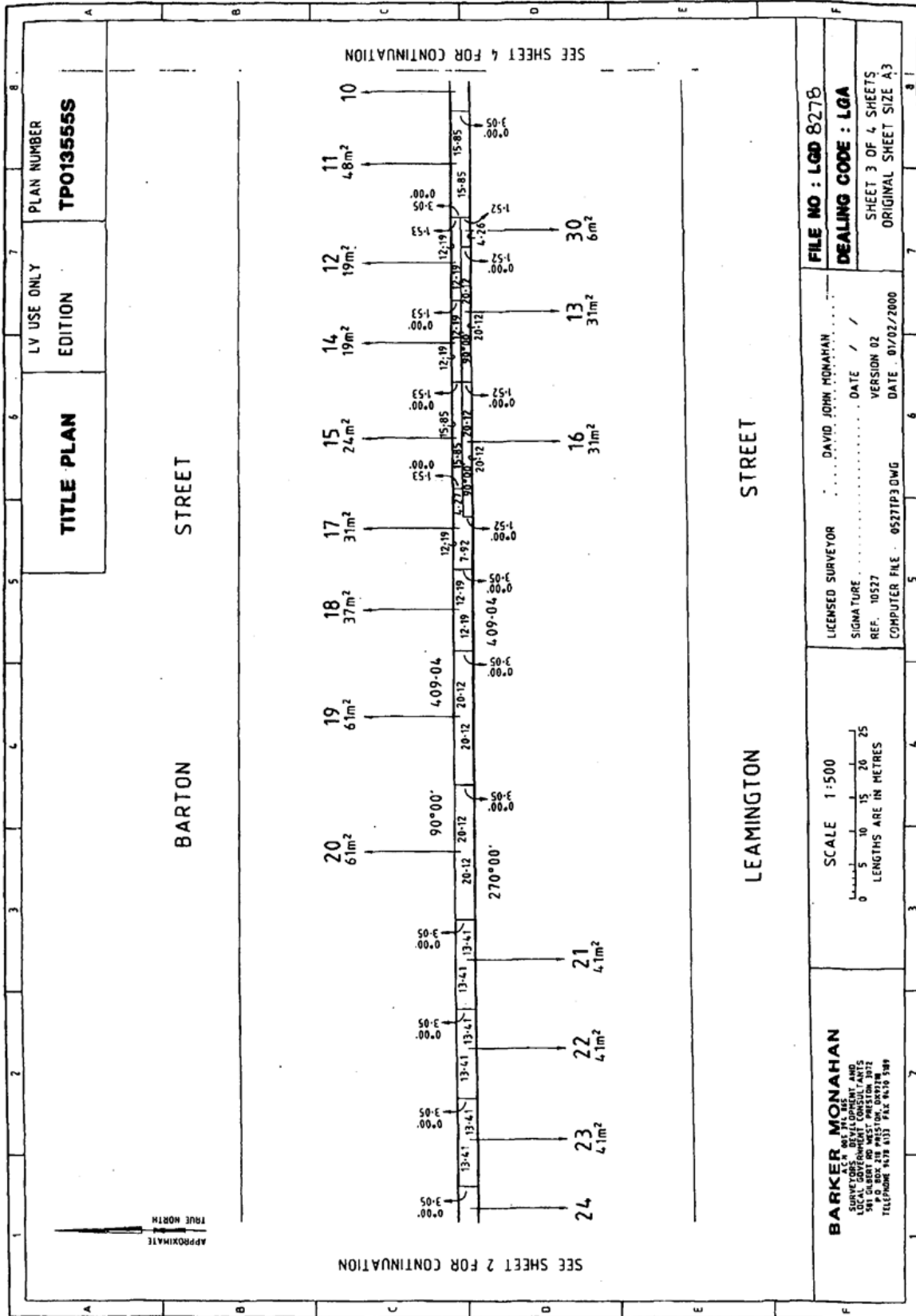
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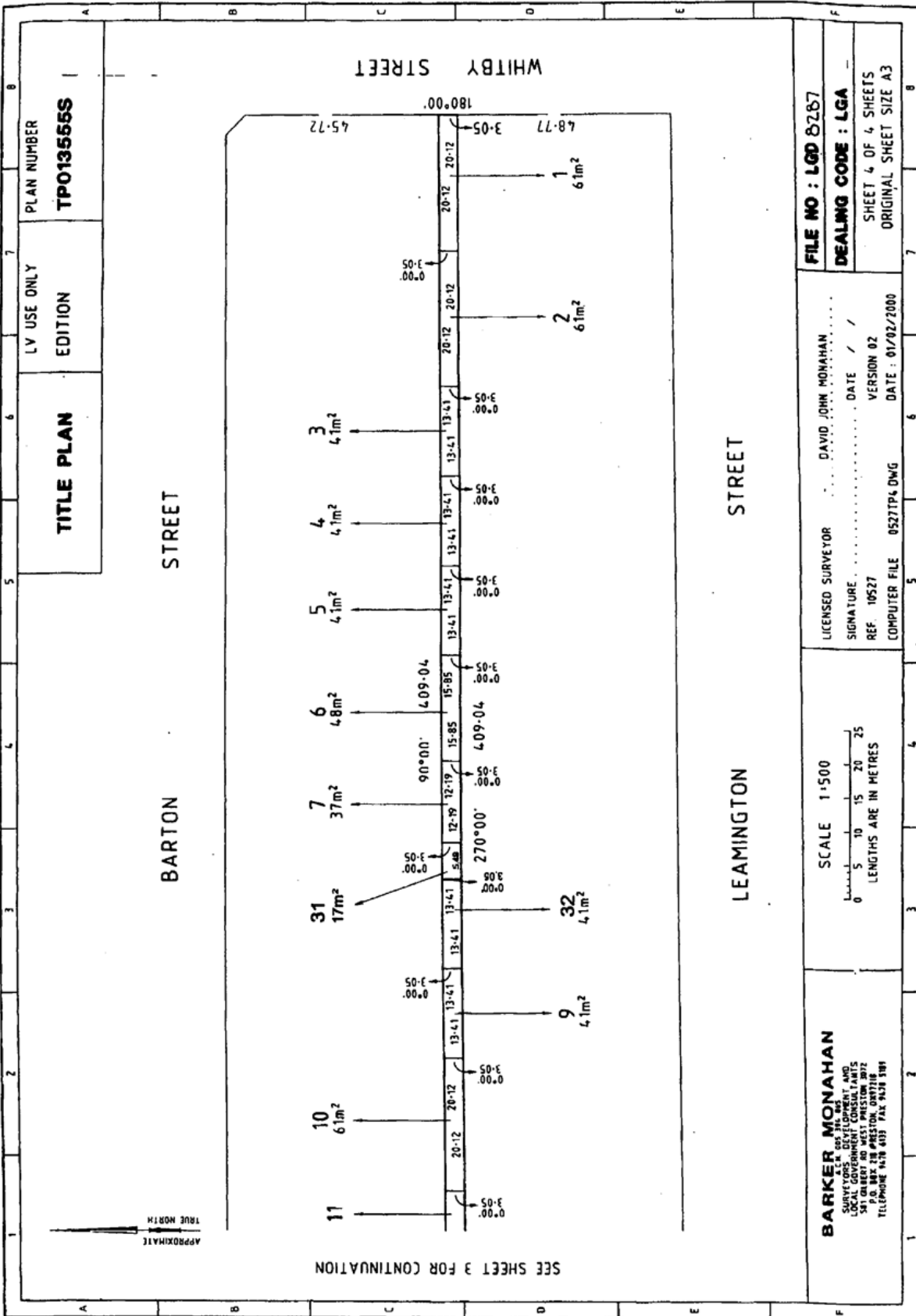
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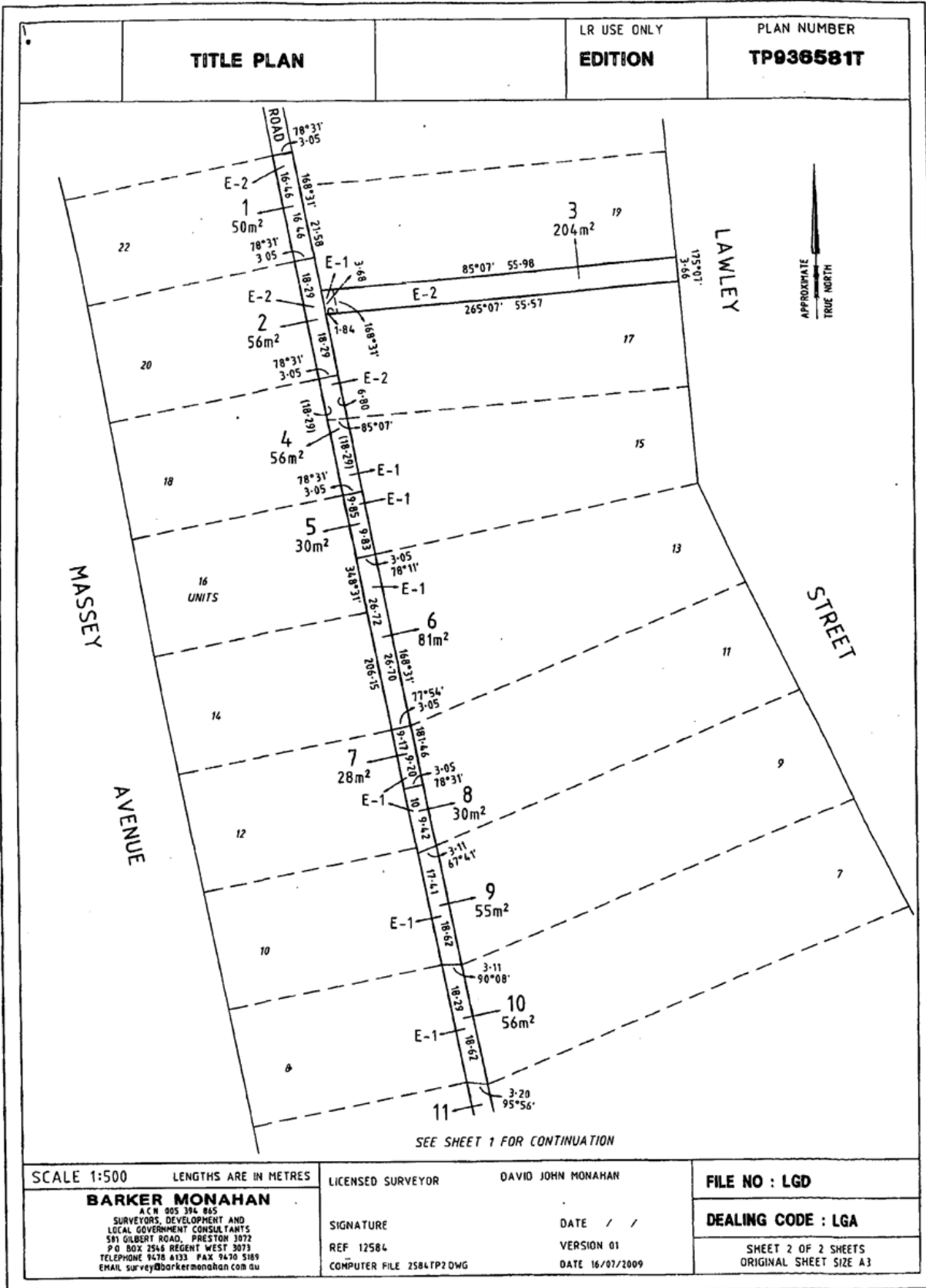
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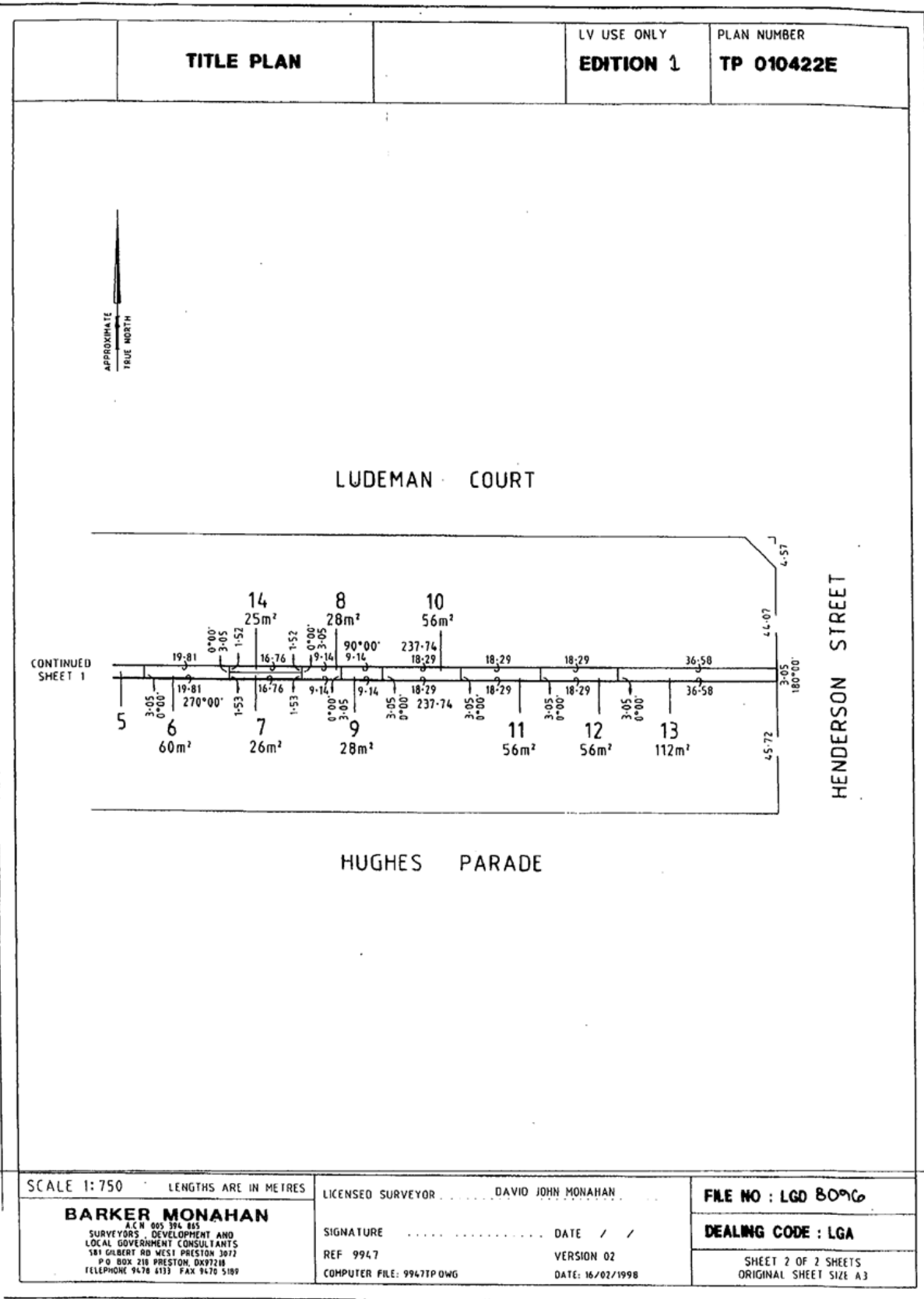
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TITLE PLAN		LR USE ONLY EDITION 1		PLAN NUMBER TP936581T	
LOCATION OF LAND PARISH KEELBUNDORA TOWNSHIP - SECTION - CROWN ALLOTMENT - CROWN PORTION 13 (PART) LAST PLAN REFERENCE LP8539 DEPTH LIMITATION DOES NOT APPLY PARENT TITLE REFERENCE VOL.9300 FOL.713 MGA CO-ORDINATES E 322 870 ZONE 55 (APPROX. CENTRE OF LAND IN PLAN) N 5 824 880				WARNING THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND. ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION NOTATIONS - THIS PLAN IS NOT BASED ON SURVEY.	
EASEMENT INFORMATION					
LEGEND A - APPURTENANT EASEMENT E - ENCUMBERING EASEMENT R - ENCUMBERING EASEMENT (R/OAO)				THIS PLAN HAS BEEN PREPARED FOR LAND REGISTRY FOR TITLE DIAGRAM PURPOSES CHECKED BY Anthony Haynes DATE 30/07/2010 ASSISTANT REGISTRAR OF TITLES	
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED/IN FAVOUR OF	
E-1	AS PROVIDED FOR IN SEC.207C LGA 1989	SEE DIAGRAM	SEC.207C LGA 1989	DAREBIN CITY COUNCIL & YARRA VALLEY WATER LTD.	
E-2	AS PROVIDED FOR IN SEC.207C LGA 1989	SEE DIAGRAM	SEC.207C LGA 1989	DAREBIN CITY COUNCIL	
SEE SHEET 2 FOR CONTINUATION					
SCALE 1:500 LENGTHS ARE IN METRES		LICENCED SURVEYOR DAVID JOHN MONAHAN		FILE NO : AH382290V	
BARKER MONAHAN A.C.N. 005 394 865 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 501 GILBERT ROAD, PRESTON 3072 P.O. BOX 2544 REGENT WEST 3073 TELEPHONE 9478 6133 FAX 9470 5189 EMAIL: survey@barkermonahan.com.au		SIGNATURE		DATE / /	
		REF. 12584		VERSION 01	
		COMPUTER FILE 2584TP1DWG		DATE. 16/07/2009	
				SHEET 1 OF 2 SHEETS ORIGINAL SHEET SIZE A3	





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CENTAUR CONSULTING

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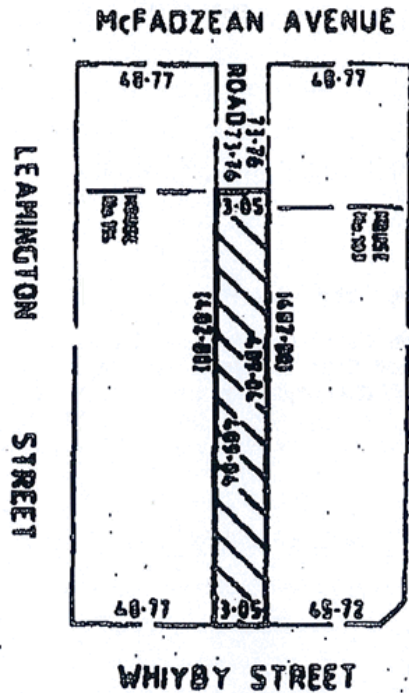
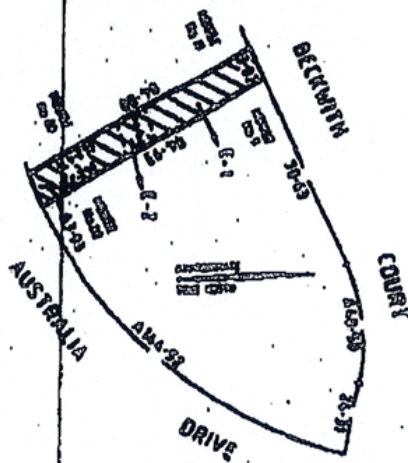
Victoria Government Gazette

G 50 16 December 1999 2653

BRIMBANK CITY COUNCIL
Road Discontinuance

Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989, the Brimbank City Council at its Ordinary meeting held on 8 November 1999, formed the opinion that the road shown hatched on the plan below is not reasonably required as a road for public use and has resolved to discontinue the road and to sell the land from the road by private treaty subject to any right, power or interest held by the Brimbank City Council in respect to the section of road marked E-1 and E-2 on the plan, and the Melbourne Water Corporation (City West Ltd) in respect to the section of road marked E-2 on the plan, in connection with any sewers, drains or pipes under the control of those authorities in or near the road.

sell the land from the road by private treaty subject to any right, power or interest held by the Melbourne Water Corporation (Yarra Valley Water Ltd) in the road in connection with any sewers, drains or pipes under the control of that authority in or near the road.



MARILYN DUNCAN
Chief Executive Officer

PHILIP SHANAHAN
Chief Executive Officer

DAREBIN CITY COUNCIL
Road Discontinuance

Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989, the Darebin City Council has formed the opinion that the road shown hatched on the plan below is not reasonably required as a road for public use and has resolved to discontinue the road and to

DAREBIN CITY COUNCIL
Road Discontinuance
Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989, the Darebin City Council, at its Ordinary meeting held on 3 November 1999, has formed the opinion that the road shown hatched on the plan below is not reasonably required as a road for public use and has resolved to discontinue the road and to sell the land from the road by private treaty.

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P.02

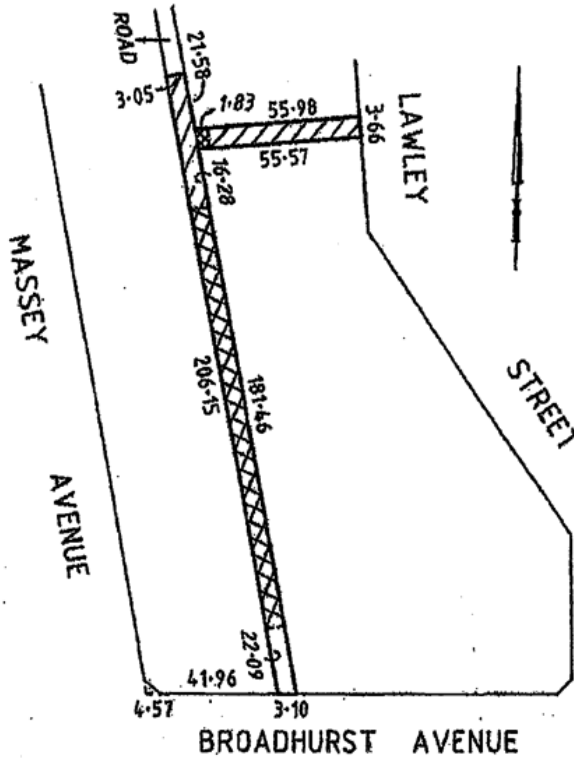
DAREBIN CITY COUNCIL

Road Discontinuance

Pursuant to section 206 and schedule 10, clause 3 of the Local Government Act 1989, the Darebin City Council, at its ordinary meeting held on 6 April 2010, formed the opinion that the road at the rear of 2 to 22 Massey Avenue and 5 to 21 Lawley Street and adjoining 17 and 19 Lawley Street and 124 Broadhurst Avenue, Reservoir, which is shown delineated within the heavy black lines on the plan below, is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the adjoining property owners.

The section of road shown hatched is to be sold subject to the right, power or interest held by the Darebin City Council in the road in connection with any sewers, drains or pipes under the control of that authority in or near the road.

The section of road shown cross-hatched is to be sold subject to the right, power or interest held by Yarra Valley Water Limited and the Darebin City Council in the road in connection with any sewers, drains or pipes under the control of those authorities in or near the road.



JAN BLACK
Acting Chief Executive Officer

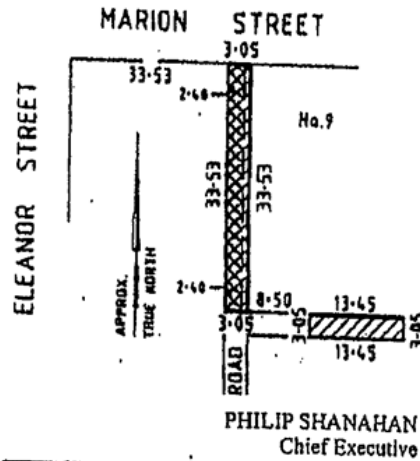
Victoria Government Gazette

G 5 5 February 1998 285

**ERRATUM
MARIBYRNONG CITY COUNCIL
Road Discontinuance**

To amend the Maribyrnong City Council Road Discontinuance Notice appearing in the Victoria Government Gazette dated 8 May 1997, G.18, Pages 1014-1015.

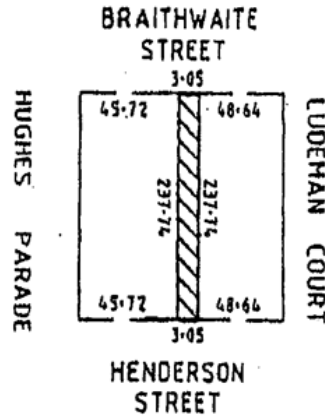
Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989 the Maribyrnong City Council at its Ordinary Meeting held on 28 April 1997, formed the opinion that the road shown on the plan below is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road to abutting owners subject to any right, power or interest held by City West Water Limited in respect to the section of road shown cross-hatched and measuring 33.53 metres x 2.40 metres in connection with any sewers, drains, pipes, wires or cables under the control of that authority in or near the road.



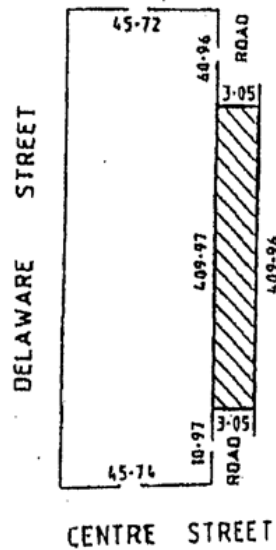
**DAREBIN CITY COUNCIL
Roads Discontinuance**

Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989 the Darebin City Council at its Ordinary Meeting held on 21 July 1997, formed the opinion that the roads shown on the plans below are not reasonably required as roads for public use and resolved to discontinue the roads and to sell the land from the roads to abutting owners subject to any right, power or interest held by Darebin

City Council and the Melbourne Water Corporation (Yarra Valley Water Ltd.) in the roads in connection with any sewers, drains, pipes, wires or cables under the control of those authorities in or near the roads.



APPROX.
TRUE NORTH



APPROX.
TRUE NORTH

KELVIN SPILLER
Chief Executive

V392610P
290498 1302 45 1

8.13 ROAD DISCONTINUANCE REAR OF 31 BANFF STREET AND 54 HICKFORD STREET, RESERVOIR**Author:** Property Officer**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to seek a decision from Council on the financial submissions received as part of the Council Offer Process for the sale of land from a discontinued road at the rear of 31 Banff Street and 54 Hickford Street Reservoir, shown hatched on the site plan in **Appendix A** and in orange in the aerial view in **Appendix B** (Land).

EXECUTIVE SUMMARY

In April 2016, Council received an enquiry from the adjoining property owner at 31 Banff Street, Reservoir, requesting to purchase the Land. The Land is known as Lot 12 on Title Plan 023531B shown in **Appendix C**.

Initial investigations revealed that the Land appears to have been incorporated within the property at 31 Banff Street, Reservoir for many years. However, both parties have expressed interest in purchasing all or part of the Land. Negotiations commenced with both of the adjoining property owners of 31 Banff Street and 54 Hickford Street with a view to selling the Land, but no agreement could be reached on an equitable division of the Land between the parties.

A Council Offer Process was initiated, with both property owners invited to submit a purchase price offer (above market value) for the Land by 2 December 2016. Both property owners tendered conforming submissions. This report recommends that Council, after considering both submissions, accepts the highest purchase price for the Land and sells it by private treaty to the associated property owner.

Recommendation

That Council, having considered submissions received in respect of the sale of land from the discontinued road identified as lot 12 on Title Plan TP023531B (shown hatched in **Appendix A**) (Land) under section 223 of the *Local Government Act 1989*:

- (1) Directs the Land be sold by private treaty to _____ who submitted the higher purchase price in the Council Offer Process, for _____ (inclusive of GST), in accordance with Council Policy;
 - (2) Authorises the Manager, Governance and Performance to finalise the sale of the Land to _____;
 - (3) Signs all documents relating to the sale of the Land to _____; and
 - (4) Advises the unsuccessful property owner of Council's decision to sell the Land to _____.
-

BACKGROUND / KEY INFORMATION

On 3 May 2004, Council resolved to discontinue the road bound by Banff Street, Argyle Street, Hickford Street and Invermay Street, Reservoir and to sell the land by private treaty in accordance with Council policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council.

In April 2016, Council received an enquiry from the adjoining property owner at 31 Banff Street, Reservoir, requesting to purchase the land from the discontinued road at the rear of the property shown hatched on the site plan in **Appendix A** and coloured in orange on the aerial photo in **Appendix B** (Land). The land is known as Lot 12 on Title Plan 023531B shown in **Appendix C**.

Initial investigations revealed that the Land appears to have been incorporated within the property at 31 Banff Street, Reservoir for many years. However, both adjoining property owners have expressed interest in purchasing all or part of the Land. Negotiations commenced with both of the adjoining property owners of 31 Banff Street and 54 Hickford Street with a view to selling the Land. No agreement could be reached on an equitable division of the Land between the parties.

The Council Offer Process was initiated, with both property owners invited to submit a purchase price offer (above market value) for the Land by 2 December 2016. Both property owners tendered submissions. In 2017, the submission process was placed on hold pending a formal review of the Sale of Minor Council Property Asset Policy. While the review of the policy is expected in 2019, it is recommended by Council officers that as the financial submission process had already been initiated under the current policy, it should be finalised under that policy.

In a final effort to achieve fair and equitable division of the Land, Council officers contacted the adjoining property owners in November 2018 to establish whether their position on the matter may have changed. Both property owners indicated that their positions had not changed and they expressed a preference for Council to consider the matter and make a decision.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

In accordance with Council's Sale of Minor Council Property Asset Policy, the Council Offer Process provides for the Land to be sold in its entirety to one of the interested parties via a financial submission process.

The interested parties are invited to submit an offer at or above market value and provide any other relevant information by a set date. The process for receipt of submissions generally conforms to Council's tender submission process.

Correspondence inviting submissions by 2 December 2016 was sent to both property owners. The tender box collection was undertaken at 2.00pm on Friday 2 December 2016. Both property owners tendered conforming submissions for the purchase of the land within required timeframe.

Communications

- Public notice was given at the time of discontinuance on 30 March 2004.
- Correspondence inviting submissions by 2 December 2016 was sent to both property owners.
- Two financial submissions were received. A confidential copy of each of the financial submissions have been circulated separately to Councillors for their information (**Appendix D** and **Appendix E**).
- Submissions and personal information in the submission are handled by Council in accordance with the provisions of the Privacy and Data Protection Act 2014.

ANALYSIS**Alignment to Council Plan / Council policy**

Goal 6 - A well governed Council

Property Assets Management Strategy 2014

Sale of Minor Council Property Assets Policy 2015

Environmental Sustainability Considerations

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

Equity, Inclusion and Wellbeing Considerations

There are no factors in this report which impact upon equity, inclusion and wellbeing.

Cultural Considerations

There are no factors in this report which impact upon cultural considerations.

Economic Development Considerations

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

Financial and Resource Implications

At the commencement of the negotiations, Council's City Valuer placed a rate per square metre on the Land of \$308.00 including GST (as at 5 July 2016). This rate took into account the discontinued road's relationship to the purchaser and the fact that the Land would be encumbered with easements in favour of Council and Yarra Valley Water. Given the area of 56m², the market value for the land at that time was assessed at \$17,248, including GST.

This information was supplied to both interested parties for consideration prior to making their submissions.

The Land, once sold, would attract additional Council rates.

Legal and Risk Implications

Legal and risks implications associated with the options are covered under the analysis of each option.

DISCUSSION

Requesting Council to form a decision on the financial submissions received as part of the Council Offer Process for the sale of land from a discontinued road at the rear of 31 Banff Street and 54 Hickford Street Reservoir.

OPTIONS FOR CONSIDERATION

Refer to Confidential **Appendix F** circulated to Councillors under separate confidential cover for options for consideration.

IMPLEMENTATION STRATEGY

Details

- Finalise the sale and transfer of Land to the adjoining property owner/s following Council resolution.

Communication

- Council departments
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory Authorities

Timeline

4–8 weeks following Council resolution

RELATED DOCUMENTS

- *Local Government Act 1989*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy 2015

Attachments

- Site Plan (**Appendix A**) [↓](#)
- Aerial View (**Appendix B**) [↓](#)
- Title Plan TP023531B (**Appendix C**) [↓](#)
- Financial Submission - 31 Banff Street (**Appendix D**) Confidential - enclosed under separate cover
- Financial Submission - 54 Hickford Street (**Appendix E**) Confidential - enclosed under separate cover
- Options for Consideration (**Appendix F**) Confidential - enclosed under separate cover

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.

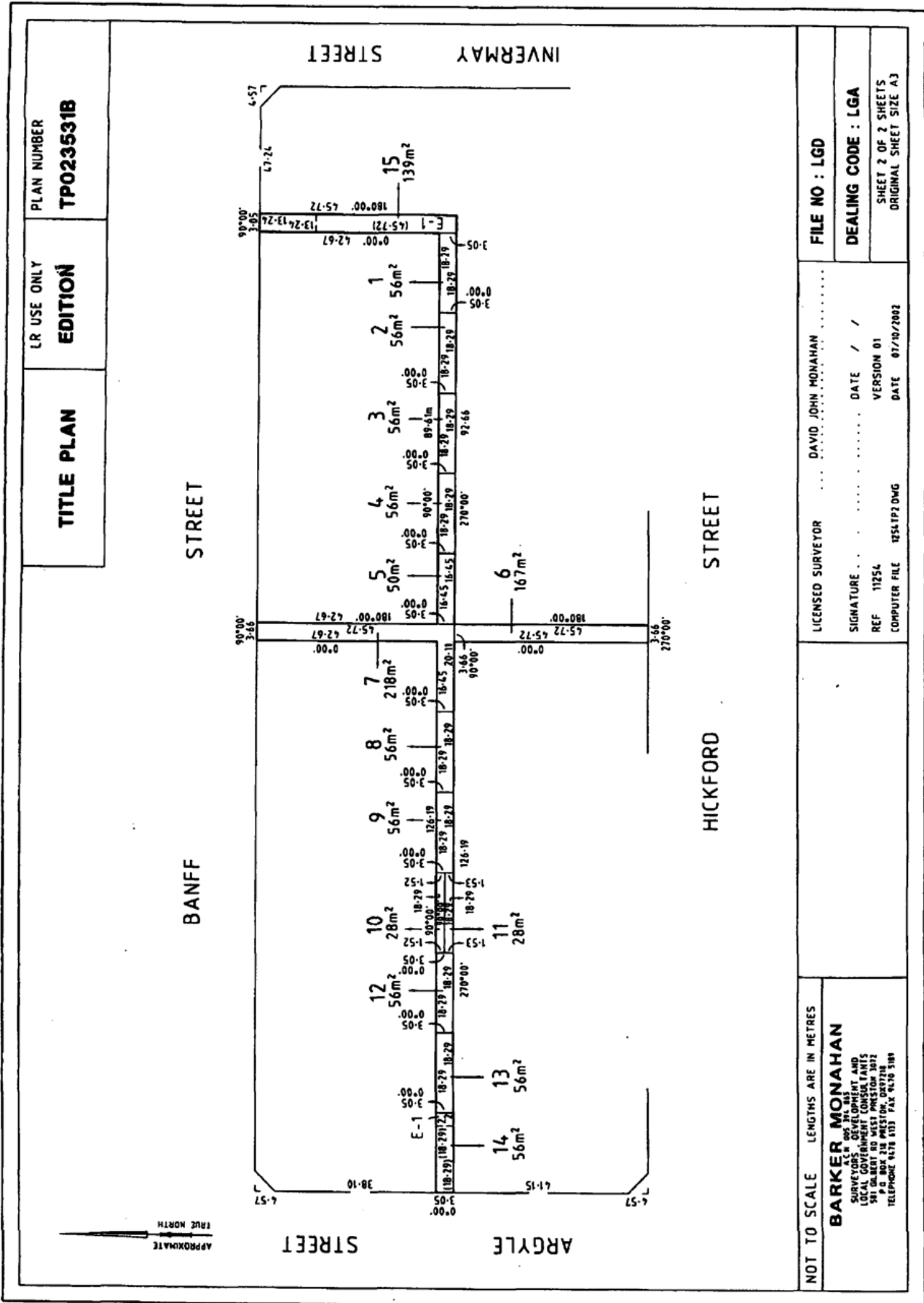




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TITLE PLAN		LR USE ONLY EDITION 3	PLAN NUMBER TP023531B
LOCATION OF LAND PARISH KEELBUNDORA TOWNSHIP - SECTION - CROWN ALLOTMENT - CROWN PORTION 14 (PART)		WARNING THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND ANY ONE LOT MAY NOT HAVE BEEN CREATED CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION	
LAST PLAN REFERENCE LP10498 DEPTH LIMITATION DOES NOT APPLY PARENT TITLE REFERENCE VOL 5622 FOL 242 AMG CO-ORDINATES E 325 901 (APPROX CENTRE OF LAND IN PLAN) N 5 824 875 ZONE 55		NOTATIONS THIS PLAN IS NOT BASED ON SURVEY	
EASEMENT INFORMATION			
LEGEND		A - APPURTENANT EASEMENT E - ENCUMBERING EASEMENT R - ENCUMBERING EASEMENT (ROAD)	
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN
LANDS 1 TO 13, E-1	AS PROVIDED FOR IN SEC 207C LGA 1989	SEE DIAGRAM	SEC 207C LGA 1989
E-1	DRAINAGE	" "	AD107133N
LOT 2	"	" "	AD107237A
LOT 1	"	" "	AD107239V
LOT 6	DRAINAGE	SEE DIAGRAM	AD107241K
Lot 5	Drainage	See Diag.	AD.182692Y
LOT 13	DRAINAGE	SEE DIAG.	AD294614V
LAND BENEFITED/IN FAVOUR OF			
YARRA VALLEY WATER LTD			
CITY OF DAREBIN			
" " " "			
CITY OF DAREBIN			
Darebin City Council			
DAREBIN CITY COUNCIL			
THIS PLAN HAS BEEN PREPARED FOR LAND VICTORIA FOR TITLE DIAGRAM PURPOSES		CHECKED BY <i>[Signature]</i>	
DATE 27/10/04		ASSISTANT REGISTRAR OF TITLES	
FOR DIAGRAM SEE SHEET TWO			
NOT TO SCALE LENGTHS ARE IN METRES		LICENSED SURVEYOR DAVID JOHN MONAHAN	
BARKER MONAHAN A.C.N. 005 394 845 SURVEYORS DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 581 GILBERT RD WEST PRESTON 3072 P.O. BOX 218 PRESTON VIC 3072 TELEPHONE 9478 6133 FAX 9478 5149		SIGNATURE	
		DATE / /	
		REF 11254	
		COMPUTER FILE 12541P10WG	
VERSION 01		DATE: 07/10/2002	
FILE NO : LGD (AD107132Q)		DEALING CODE : LGA	
SHEET 1 OF 2 SHEETS		ORIGINAL SHEET SIZE A3	

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8.14 CT2017209 - CONTRACT AWARD FOR DAREBIN ARTS CENTRE FOYER UPGRADE**Author:** Project Manager**Reviewed By:** General Manager Operations and Capital

PURPOSE

To seek approval to award Contract No. CT2017209 – Darebin Arts Centre Foyer Upgrade to an appropriate supplier.

EXECUTIVE SUMMARY

The Darebin Arts Centre, located on the corner of Bell Street and St Georges Road, was established in 1994 as a modern multipurpose performing arts centre comprising a proscenium arch theatre, foyer, exhibition space and five multipurpose function rooms providing a combined capacity of 1,500 people.

The DAC is a significant cultural and community venue that attracts between 80,000 and 100,000 audience members and function attendees annually.

The current reception area, which also serves as box office, has been deemed OH&S non-compliant and is considered to be not welcoming to new visitors to the venue. The bar also has OH&S compliance issues and is not designed to service people of all abilities. The current flooring is uneven also posing OH&S risks to the visitors and staff. The existing DDA lift is obsolete, has not been fully operational for months, and its weight limit capacity has been severely reduced. Finally, the office area of the centre operates on a lock and key system which has been identified as a high risk in terms of security for the staff working at the Darebin Arts Centre.

As part of the 2018-10 Capital Works Program, Council allocated \$1,218,000 GST exclusive for the reinvigoration of the Centre. The funds will be used for the upgrade of the foyer, a new security system for the offices area, refurbishment of the bar, replacement of the floor covering, and a new DDA compliance lift.

This report is a summary of the tender process inclusive of: submissions, evaluation and recommendations.

Recommendation

That Council:

- (1) Awards Contract CT 2017209 for the Darebin Arts Centre Foyer Upgrade to _____ for the contract sum of \$ _____ (GST inclusive), for the period December 2018 to April 2019
- (2) Approves a contingency amount of \$ _____ (GST inclusive) for contract CT2017209, being approximately ____% of the contract amount, to be used if required for unforeseen items or latent conditions.
- (3) Authorises the Chief Executive Officer to finalise and execute the contract documentation on behalf of the Council

BACKGROUND / KEY INFORMATION

This report deals with the award of contract CT 2017209 – Darebin Arts Centre Foyer Upgrade

COMMUNICATIONS AND ENGAGEMENT

Consultation

Council staff, users and external organisations that have been consulted for this project are summarised in Table 1 below.

Table 1 – Stakeholder consultation

Title	Directorate / description
Manager Creative Culture and Events	Community
Arts Precincts Coordinator	Community
Head of Operations Darebin Arts Centre	Community
Darebin Arts Centre Staff	Community
Coordinator Procurement and Contracts	Governance and Engagement
Senior Procurement Officer	Governance and Engagement
General Manager Operations and Capital	Operations and Capital
Manager Assets and Capital Delivery	Operations and Capital
Coordinator Facilities Management	Operations and Capital
Coordinator Project Management	Operations and Capital
Darebin Arts Centre clients	Users of the Darebin Arts Centre

Communications

The Darebin Arts Centre is closed for business between January and March which is the time the works are planned to be undertaken. Clients with bookings in April 2019 have been notified of the upcoming works and will be notified on the progress of the construction works.

There will be constant communication with the Darebin Arts Centre staff which will be impacted during the works.

ANALYSIS

Alignment to Council Plan / Council policy

Council Plan 2017-2021 states *“Reinvigorate the Darebin Arts and Entertainment Centre from a ‘place to hire’ to an innovation centre providing access to affordable, fit for purpose spaces for rehearsal, administration and co-working to suit a range of sectors”*

Goal 2 - Opportunities to live well

2.2 Opportunities for participation and social connection through sports, physical activity, arts, culture and other leisure activities

Goal 3 - A liveable city

3.2 Support creative industries to ensure the city grows as a significant arts and creative centre

Goal 4 - A strong economy

4.1 Foster an environment that ensures our local businesses succeed – from large industries to microbusinesses and freelancers

4.2 Enable and activate space, including vacant shopfronts and council facilities, to accommodate different businesses and industries

Goal 5 - Involving our diverse community

5.1 Ensure our services, facilities and programs benefit all, including our most vulnerable

Environmental Sustainability Considerations

Darebin's ESD Building Policy has been used during the design process. The following sustainable features have been considered in the design to reduce the impact on the environment:

- Design compliance with Darebin's ESD Building Policy
- Electrical and Mechanical components designed in accordance with 'Part J' of the Building Code of Australia
- Eco-friendly building materials
- Recycled materials and waste management
- Fully insulated roof and walls
- No use of PVC in flooring materials

Equity, Inclusion and Wellbeing Considerations

The Darebin Arts Centre lift has not been fully operational for more than a year. Extensive investigations and repairs by contractors have not resolved the severely reduced weight capacity for the lift. Currently the Centre is unable to accommodate the reasonable need for people with disabilities to access the stage for presentations and performances. Council could potentially be at risk of complaints and legal action under the Disability and Discrimination Act or to the Human Rights Commission if a new lift is not provided.

As part of the Darebin Arts Centre Foyer Upgrade, a new DDA compliant lift will be installed. It will provide access to the stage and back stage areas of the Centre for people with all abilities.

Cultural Considerations

The Darebin Arts Centre is a significant cultural and community asset that attracts more than 60,000 people a year over 500 events and must be a facility that is accessible for all members of the community.

The Darebin Arts Centre is currently moving towards engaging with the creative and cultural sector through partnerships, licenses, co-working space arrangements and programs that enable arts organisations, not-for profits and social enterprises to utilise the current function rooms on short, medium and long term bases. Upgrading the foyer space will be integral to the implementation of the new strategic vision and the accompanying business models.

Economic Development Considerations

A local business assessment was carried out for each tenderer as part of the evaluation process in accordance with Council's procurement policy and guideline. A 10% weighting was allocated to this criteria

Financial and Resource Implications

Council allocated \$1,218,000.00 GST exclusive as part of the Capital Works Budget 2018-19. The funds will be used for the upgrade of the foyer, a new security system for the office area, refurbishment of the bar, replacement of the floor covering, and a new DDA compliant lift. This budget also includes allowances for consultant fees, project management fees and construction contingency. Refer to Confidential **Attachment A** for details of the budget and financials.

Legal and Risk Implications

A Risk Management Plan was prepared as part of the approved Strategic Procurement Plan for the construction works. The risk controls in place identified low residual rating classifications.

A financial check was completed on the shortlisted contractors through Dun and Bradstreet Pty Ltd. The financial checks verified the financial capacity of the contractors to complete the works. Refer to **Attachment C** for the Dun and Bradstreet report on the preferred contractor.

DISCUSSION

Request for Tender

The Request for Tender (RFT) for the Darebin Arts Centre foyer upgrade and associated works was advertised in 'The Age' newspaper on 1 September 2018. The tender was opened for 19 days as per Council's Procurement Policy. A non-mandatory Tender Briefing Session was held on 13 September 2018 to provide tenderers with an opportunity to familiarise with the site and the project. The RFT closed on 27 September 2018.

Details of contractors that submitted proposals before the closing date and time are provided in Confidential **Attachment A** circulated to Councillors under separate cover.

Tender Evaluation

Submissions were evaluated by the panel against the evaluation criteria detailed in Table 2 below. The evaluation criteria was established prior to the RFT being advertised, and was included in both the Strategic Procurement Plan and the RFT Documentation.

Table 2 – Evaluation Criteria

Evaluation Criteria
Price
Relevant experience and current work
Project Timeline
Proposed methodology
Team capability and key personnel
Local business and social procurement assessment
Environmental sustainability and quality management systems
Insurances and OH&S
Financial viability

The members of the panel, evaluation details, pricing and scoring for the evaluation is provided in Confidential **Attachment A** circulated to Councillors under separate cover.

Probity

Council's Procurement Policy mandates that a probity advisor be engaged for all the projects valued at \$1,000,000 or greater. An independent Probity Advisor was engaged to provide an overview of the probity tasks and findings in relation to the evaluation process. The Probity Advisor engaged for this project has provided a report which is included in **Attachment B**. The report, received on 21 November 2018 concluded that all probity requirements had been met.

OPTIONS FOR CONSIDERATION

Refer to Confidential **Attachment A** circulated to Councillors under separate cover for options for consideration

IMPLEMENTATION STRATEGY

Details

Table 3 – Implementation strategy

Tasks	Timeframe
Award Contract CT2017209 to the successful contractor	Early December 2018
Commence construction	Early January 2019
Complete construction works and handover	End of March 2019

RELATED DOCUMENTS

- CT 2017209 – Contract Documentation and Awarding – Darebin Arts Centre Foyer Upgrade (Objective reference fA804347)
 - Strategic Procurement Plan
 - Probity Plan
 - Risk Assessment
 - Request for Tender and tender documentation
 - Conflict of Interest declarations
 - Evaluation Endorsement
 - Evaluation Matrix

Attachments

- Darebin Arts Centre Foyer Upgrade (**Appendix A**) Confidential - enclosed under separate cover
- Probity Report (**Appendix B**) Confidential - enclosed under separate cover
- Illion Direct Report (**Appendix C**) Confidential - enclosed under separate cover

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.

8.15 ROAD RESURFACE PROGRAM 2018-2019 - ASPHALT WORKS CT2018106**Author:** Major Works Engineer**Reviewed By:** General Manager Operations and Capital

PURPOSE

To seek approval to award Contract CT2018106 to complete the Road Resurface Program 2018-2019 - Asphalt Works.

EXECUTIVE SUMMARY

On 22 September 2018, a publicly advertised Request for Tender (RFT) was released for the Road Resurface Program 2018-2019 - Asphalt Works.

On 19 October 2018, the RFT closed resulting in four (4) submissions being received. The Tender Evaluation Panel (TEP) has evaluated the tenders and recommends awarding the contract (CT2018106) to a suitable contractor.

Recommendation

That Council:

- (1) Council enters into a contract with _____ for the Road Resurface Program 2018-2019-Asphalt Works (CT2018106) for the adjusted lump sum price of \$_____ (inclusive of GST), for the period January 2019 to June 2019.
 - (2) Council approves a contingency amount of \$_____ (inclusive of GST), being approximately ____ % of the contract amount, to be used if required for variations and other unforeseen items as part of Contract No. CT2018106.
 - (3) Council authorises the Chief Executive Officer to finalise and execute the contract documentation on behalf of Council.
-

BACKGROUND / KEY INFORMATION

Tenders have been called for road resurfacing works as part of Council's 2018-2019 Capital Works Program. This work involves road profiling, asphalt patching, traffic control, reinstatement of line marking and the supply and laying of Green Asphalt.

Previous Council Resolution

Road Resurface Program 2018-2019, has not been subject of a previous Council resolution, but the works are included in the Darebin City Council Budget Report - 2018-2019 Budget, Capital Works.

At the Council Briefing Session, 17 September 2018, a presentation was made on Green Asphalt Project Update

COMMUNICATIONS AND ENGAGEMENT

Consultation

- General Manager Operations & Capital
- Manager Assets and Capital Delivery
- Coordinator Infrastructure Planning
- Major Works Engineer
- Senior Procurement Officers

Communications

Road resurfacing is a renewal issue, it forms part of the Annual Budget consultation process.

Just prior to the actual street works, residents and public are advised so the works can be carried out in a timely manner with the least disruption to the public.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 1 - A sustainable city

Find new and better ways to upgrade our road network through new technology and product, and maintain satisfaction with local roads above 80%

Environmental Sustainability Considerations

Over the last 3 years Darebin used Stone Mastic Asphalts (SMA). SMA are designed with a fibre in the mix to allow it to be laid in thinner layers which reduces the volume of asphalt required and in turn reduces emission of fumes and greenhouse gasses and energy saving of up to 30% over traditional dense grade asphalt mixed asphalts. Currently most residential streets are being resurfaced with a 25mm thick layer of size 7mm SMA replacing 40mm of dense grade asphalt.

In July 2018 two new asphalts have come onto the market, Reconophalt and DuraGrip.

Reconophalt has been in the media over the last few months as an asphalt that is made with plastic bags, glass bottles and asphalt profiling scalping, it is not a true SMA type asphalt and is not currently available in a size 7mm mix, so would need to be laid in thicker layers 30mm minimum.

DuraGrip is a SMA type asphalt, with 100% of the stone replaced with steel slag waste product and contain rubber from truck tyres sourced from the northern suburbs. As a true SMA type asphalt and available in a size 7mm, it can be laid in thinner layers, 25mm or even 20mm minimum where the shape of the road allows. SMA are also more resistant to crack propagating due the fibre and open nature of the mix. The addition of the rubber also improves this resistance to cracking. The use of the steel slag waste will also give DuraGrip improve skid resistance over other asphalts and even other SMA. This improves the engineering properties of DuraGrip and, may help to improve safety around intersections and school. It should be noted that at present there is only one producer, 'Asphaltech', who do not yet sell this to other contractor and have limited supply of this speciality used asphalt.

While both DuraGrip and Reconophalt may have replaced 100% of the stones/aggregate and fine sands used to make the asphalt with full recycled products, the bitumen is not. Thus these asphalts are only 90% to 95% recycled produce depending the type of asphalt used.

This tender specified the use of *Reconophalt SMA or approved equivalent*. DuraGrip is not available for other contractors to obtain, but is an approved equivalent.

Asphalt profiling scalpings are taken to a recycling station for reprocessing into materials for later use in new asphalt. Thus this procurement is set up to minimise the environmental impact of the works.

It should be noted that Darebin has a great history in the widespread use of environmental friendly asphalt application, having used warm asphalts as standard for 6 years (243 streets) and the last 3 years thin layers of stone mastic asphalt (203 streets) to get the best environmental and road pavements for Darebin.

It is expected other companies will start production of similar asphalt products of both DuraGrip and Reconophalt over the next 12 months.

Equity, Inclusion and Wellbeing Considerations

Once the roads are resurfaced, the newer smoother surfaces, will be more rideable for cyclist to use. Also there will be fewer trip hazards and better shape, thus easier for prams, wheel chair or all other people even with other walking aid to cross the road.

Cultural Considerations

There are no cultural factors in this report which are impact upon.

Economic Development Considerations

A local business assessment was carried out for each tenderer as part of the evaluation process in accordance with Council's procurement policy and guideline. A 10% weighting was allocated to this criteria.

Financial and Resource Implications

Refer to the confidential report (**Appendix A**) for the details of the budget evaluation.

Legal and Risk Implications

As renewal works, the removal of potholes, trip hazards and refreshed line marking should improve the safety of the whole community.

During the road profiling and asphalt works, professional traffic controllers are used to provide:

- Traffic management plan for each works location
- Fully signed road closure and appropriate detours
- Control safe access for resident vehicles, in & out of the site
- Control safe access by buses and emergency vehicles through the work site
- Aid pedestrians and help for bus patron as to "bus stop" location or to stop a bus if required.

- Control safe truck access into, out and in large sites within the work area.
- And once the works are finished, the site clear and road surface ready, the street is opened in a controlled manner.

DISCUSSION

Request for Tender

On 22 September 2018, the RFT was advertised in the 'The Age' newspaper for the Road Resurface Program 2018-2019 - Asphalt Works (CT2018106). The tender is based on a lump sum contract using Australian Standard AS2124-1992 - General Condition of Contract.

The RFT closed on 19 October 2018. Details of contractors that submitted proposals before the closing date and time are provided in Confidential **Appendix A** circulated to Councillors under separate cover.

Tender Evaluation

The RFT submissions were evaluated by the panel against the evaluation criteria detailed in the table below. The evaluation criteria was established prior to the RFT being advertised, and was included in both the Strategic Procurement Plan and the RFT documentation.

EVALUATION CRITERIA
Timing of Works
Lump sum price
Past Performance / Quality
Experience / Capability & Team Key Personal
Management Procedures
Local business
Commercial – Risk and Insurance and Workcover
Tender Compliance
Compliance to contract
Conflict of interest
Financial viability

The members of the panel, evaluation details, pricing and scoring for the evaluation is provided in Confidential **Appendix A** circulated to Councillors under separate cover.

Financial check

A financial check was completed on the shortlisted contractor through Illion Direct. The financial check (undertaken on 10 November 2018) verified the financial capacity of the shortlisted contractor to complete the works. Refer to confidential **Appendix C** for the Illion Direct report.

Probity

The procurement policy mandates that a probity advisor be engaged for all projects greater than \$1,000,000. An independent Advisor was engaged to provide an overview of the probity tasks and to provide findings and conclusion in relation to the evaluation process. A report was received from the Probity Advisor dated November 2018. It concluded that all probity requirements had been met. Refer to **Appendix B** for a copy of the probity report.

OPTIONS FOR CONSIDERATION

Refer to Confidential **Appendix A** circulated to Councillors under separate cover for options for considerations.

IMPLEMENTATION STRATEGY

Details

On Council approval the successful contractor will be advised and the contractual formalities carry out so the works are able to commence in January 2019.

Communication

Road resurfacing is a renewal issue, so just prior to the actual street works, residents and public are advised so the works carried out in a timely and safe manner the least disruption to the public.

Timeline

Award a fixed lump sum contract CT2018106 to the Successful Contractor	Mid Dec 2018
Commence works	Early Jan 2019
Expected program works completion and hand over	June 2019

RELATED DOCUMENTS

- CT2018106 - Contract Documentation & Awarding – Road Resurface Program 2018-2019 (Objective Reference fA871201)
 - Strategic Procurement Plan
 - Risk Assessment
 - Probity Plan
 - Request for Tender
 - Conflict of Interest Declaration
 - Evaluation Endorsement
 - Evaluation Matrix

Attachments

- Asphalt Works (**Appendix A**) Confidential - enclosed under separate cover
- Probity Report (**Appendix B**) Confidential - enclosed under separate cover
- Illion Direct Comprehensive Report (**Appendix C**) Confidential - enclosed under separate cover

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.

8.16 CONTRACT NO. CT201867, CONSTRUCTION OF RATHCOWN RD PEDESTRIAN BRIDGE**Author:** Senior Project Manager**Reviewed By:** General Manager Operations and Capital

PURPOSE

To seek Council's approval to award Contract CT201867 for the construction of Rathcown Road Pedestrian Bridge.

EXECUTIVE SUMMARY

The scope of works for the construction of the bridge includes:

- Construction of a 51 m long steel footbridge over Darebin Creek, between Rathcown Road and Tee Street, Kingsbury.
- Construction of over 230m of shared concrete footpaths from the bridge linking to Rathcown Road on the western side and Tee Street on the eastern side.
- Installation of minor items including handrail, balustrade, solar lighting and signage.
- Works to be in accordance with the requirements of Melbourne Water
- Contract commencement being subject to receiving an approved Cultural Heritage Management Plan.

A publicly advertised Request for Tender (RFT) was released on 22 September 2018 for the Contract. The RFT closed on 25 October 2018 with submissions from seven (7) companies being received. A late tender was also received but was not considered. The Tender Evaluation Panel has evaluated the tenders and recommends awarding the contract to the preferred tenderer.

The proposed contract arrangement is a lump sum contract and works are expected to be completed by the end of June 2019.

Recommendation

That Council:

- (1) Awards Contract No. CT201867 for the Construction of Rathcown Road Pedestrian Bridge to _____ for the contract sum of \$_____ (GST inclusive).
 - (2) Approves a contingency amount of \$_____ (GST inclusive) being approximately ___% of the contract amount, to be used if required for variations and other unforeseen items as part of Contract No. CT201867.
 - (3) Authorises the Chief Executive Officer to finalise and execute the contract documentation on behalf of the Council.
-

BACKGROUND / KEY INFORMATION

This report deals with the award of Contract No. CT201867 - Construction of Rathcown Road Pedestrian Bridge to a preferred Contractor.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

This asset has been identified as a priority in the Northern Regional Trails Strategy, Darebin Creek Trail Review 2016 and the Darebin Cycling Strategy Technical Report 2012. The project is also informed by the Bundoora Park Master Plan and the Darebin Transport Strategy. This project is needed to complete the only remaining missing section of the Darebin Creek Trail where users are currently required to use a section of road along Rathcown Road. The bridge is needed to maintain safe access and continuity along the Darebin Creek Trail, and will vastly improve the trail catchment from the east.

Communications

User groups including Darebin Bicycle Users Group, Bicycle Network and Whittlesea Bicycle Users Group, the Darebin Bicycle Advisory Committee and Darebin Disability Advisory Committee will continue to be consulted with regards to progress of the project.

The existing path network will remain open at all times. This can be achieved by programming the works, placing barricades and installing temporary paths.

Council groups including Transport, Bushland, Parks, and Bundoora Park and Homestead will be kept informed via email of the progress of works once the Contract is awarded.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

The footbridge is designed to improve linkages between the local communities. It is provided for pedestrians and cyclists use only and provides the completion of a missing link in the Darebin Trails network.

Environmental Sustainability Considerations

A vegetation management plan has been included in the Specification to protect existing trees during construction and into the future. One native tree (non-indigenous) needs to be removed due to the alignment of the path. Small solar lighting panels are to be installed on the bridge deck.

Equity, Inclusion and Wellbeing Considerations

The design of the bridge includes:

- Provision of accessible pathways linking communities and access to local attractions.
- Provision of lighting, shared paths and signage to promote safety and minimise antisocial behaviours.
- User group participation in the concept design process.

Cultural Considerations

Commencement of this Contract was subject to receiving an approved Cultural Heritage Management Plan (CHMP). The CHMP was approved on 9 November 2018.

Economic Development Considerations

A local business assessment was carried out for each tenderer as part of the evaluation process in accordance with Council's procurement policy and guideline. A 10% weighting was allocated to this criteria.

None of the companies that tendered are based in Darebin.

Financial and Resource Implications

Refer to the confidential report (**Appendix A**) for the details of the budget and the tender evaluation.

Legal and Risk Implications

Contract Works

The nature of the contract works is considered low to medium risk with respect to Occupational Health & Safety. The contractor is required to undertake a risk assessment of each task as work proceeds, and have measures in place to reduce or eliminate those risks. The contractor is required to provide evidence that all insurances are in place before commencing works.

Financial check

A financial check was completed on the shortlisted contractor through Illion Direct. The financial check (undertaken on 30 October 2018) verified the financial capacity of the shortlisted contractor to complete the works. Refer to **Appendix B** for the Illion Direct Comprehensive confidential report.

DISCUSSION

Request for Tender

The RFT was advertised in 'The Age' newspaper for Contract No. CT201867 - Construction of Rathcoun Rd Pedestrian Bridge. The tender is based on a lump sum contract using Australian Standard AS 4000 - 1997 – General Conditions of Contract.

The RFT closed on 25 October 2018. Details of contractors that submitted proposals before the closing date and time are provided in Confidential **Appendix A** circulated to Councillors under separate cover.

Tender Evaluation

The RFT submissions were evaluated by the panel against the evaluation criteria detailed in the table below. The evaluation criteria was established prior to the RFT being advertised, and was included in both the Strategic Procurement Plan and the RFT documentation.

EVALUATION CRITERIA
Price
Local business content
Demonstrated Experience
Team Capability & Key Personnel
Proposed Methodology
Timeline
Environment and Quality Management

The members of the panel, evaluation details, pricing and scoring for the evaluation is provided in Confidential **Appendix A** circulated to Councillors under separate cover.

The Tender Evaluation Matrix, showing the scores of all submissions and signed by all members of the Evaluation Team, is included as Confidential **Appendix C**, for information.

OPTIONS FOR CONSIDERATION

Refer to Confidential **Appendix A** circulated to Councillors under separate cover for options for consideration.

IMPLEMENTATION STRATEGY

Details

Once awarded the Contractor will be advised and required to provide all preliminary documentation. It is expected that initial works will be steel fabrication off-site, and commence on-site with site establishment, drilling and construction of concrete piles and abutments. A detailed construction program will be required before commencement.

Communication

The community groups and organisations already consulted with, and affected local residents, will be kept informed of progress of the works.

Timeline

The project is required to be complete within 20 weeks of date of award. This can be achieved by end of June 2019 if the Contract is awarded in December.

RELATED DOCUMENTS

Previous documents related to Contract No. CT201867 – Construction of Rathcown Rd Pedestrian Bridge:

- Strategic Procurement Plan
- Risk Assessment
- Request for Tender
- Conflict of Interest Declaration
- Evaluation Endorsement
- Evaluation Matrix

Attachments

- Tender Evaluation Report (**Appendix A**) Confidential - enclosed under separate cover
- Illion Direct Comprehensive Report (**Appendix B**) Confidential - enclosed under separate cover
- Evaluation Report (**Appendix C**) Confidential - enclosed under separate cover

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.

**8.17 CONTRACT NO. 2018892, PRESTON TOWN HALL
HERITAGE BUILDING WORKS****Author:** Project Manager**Reviewed By:** General Manager Operations and Capital

PURPOSE

To seek Council's approval to award contract CT 2018892 for the heritage restoration works to the Preston Town Hall (High Street, Stages 2.1 and 4) façade, restoration of cast iron cresting and minor slate roof repair works.

EXECUTIVE SUMMARY

The appointment of an experienced heritage contractor for the required conservation and restoration works to the building façade of Preston Town Hall along High Street Stages 2.1 and 4.

These works are part of a multi-year program, the design documentation was prepared by Lovell Chen Architects and Heritage Consults.

The scope of works includes, but is not limited to, the following:

- Erect scaffolding across the High Street frontage to protect the public and contractors through the duration of works
- Repair to cracks in the cornices and decorative elements to the render
- Clean and paint rendered surfaces
- Repair roof elements including slates and cresting
- Repairs to roof plumbing

Request for Tender (RFT) was advertised on the 29th September 2018. The RFT closed on the 1st November 2018 with submissions from four (4) companies received. The tender Evaluation Panel has evaluated the tenders on a number of criteria as outlined in the RFT schedule and recommends awarding the Contract CT2018892 to suitable contractor.

The proposed contract arrangement is a lump sum contract and works are expected to be completed by the end of June 2019. The project will be delivered by Darebin City Council.

Recommendation

That Council:

- (1) Awards Contract No. 2018892 for the Preston Town Heritage Conservation Building Works to _____ for the contract sum of \$_____ (GST Inclusive);
 - (2) Approves a contingency amount of \$_____ (Inclusive of GST), being approximately _____% of the Contract amount, to be used if required for variations and other unforeseen items as part of Contract No. 2018892; and
 - (3) Authorises the Chief Executive Officer to finalise and execute the contract documentation on behalf of the Council.
-

BACKGROUND / KEY INFORMATION

The report deals with the award of Contract No. 2018892 – Preston Town Hall Heritage Conservation Building Works.

COMMUNICATIONS AND ENGAGEMENT**Consultation**

Consultation was undertaken with the Facilities Management Team. An audit was conducted which resulted in the planning of extensive staged restoration works through the consultants Lovell Chen.

Communications

The occupants of the building sitting behind the façade on High Street will be advised a week before the works commences. The general public will be advised of the building works through our Darebin City Council website. All required project signage will be displayed on the site fencing separating the works from the general public and occupants of the building. Access will be provided to the building and council chambers during the renovation works.

ANALYSIS**Alignment to Council Plan / Council policy**

Goal 3 - A liveable city

By restoring the building façade we are contributing towards a welcoming and aesthetically appealing streetscape.

Environmental Sustainability Considerations

Considerations have been given to protect the environment by putting controls in place on the worksite through the contractors' environmental plan.

Equity, Inclusion and Wellbeing Considerations

This is limited to the restoration of the heritage façade of the Preston Town Hall along High Street. A conditional audit has raised potential safety concerns of the façades breaking and falling off, posing safety issues.

Cultural Considerations

Lovell Chen Architects and Heritage Consultants were engaged to document the required heritage restoration to the Preston Town Hall façades.

Economic Development Considerations

The works will be carried out during a six (6) month period. During the construction period a number of people will be onsite who will contribute to the local trade areas.

Financial and Resource Implications

Refer to the confidential report (**Appendix A**) for the details of the budget and the tender evaluation.

Legal and Risk Implications

A town planning permit is not required to carry out the works.

To ensure the heritage integrity of the façade is maintained, Council engaged Lovell Chen – Architects and Heritage Consultants to prepare the design and specification documentation for the works. Lovell Chen will also have a site presence during construction. Lovell Chen also confirmed that the Preston Town Hall is not listed on the Victorian Heritage Register, and as such, no application to Heritage Victoria is required to undertake conservation works.

Council's Heritage Advisor has reviewed the proposed works and has no additional requirements for the proposed Preston façade works.

DISCUSSION

Request for Tender

On the 29 September, the RFT was advertised in The Age newspaper for Contract No. CT2018892 – Preston Town Hall Heritage Façade Building Works. The tender is based on a lump sum contract adopting AS 4000 - 1997 – General Conditions of Contract.

On the 1 November 2018, the RFT closed. Details of contractors that submitted proposals before the closing date and time are provided in Confidential **Appendix A** circulated to Councillors under separate cover.

Tender Evaluation

The RFT submissions were evaluated by the panel against the evaluation criteria detailed in the table below. The evaluation criteria was established prior to the RFT being advertised, and was included in both the Strategic Procurement Plan and the RFT documentation.

EVALUATION CRITERIA
Price
Previous Relevant Experience with Similar Projects
Proposed Methodology, Program and Timeline
Capability and Team Key Personnel
Local business content

Refer to Confidential **Appendix A** circulated to Councillors under separate cover of options for consideration.

The Tender Evaluation Matrix, showing the scores of all submissions and signed by all members of the Evaluation Team, is included as Confidential **Appendix C**, for information.

OPTIONS FOR CONSIDERATION

Refer to Confidential **Appendix A** circulated to Councillors under separate cover for options for consideration.

IMPLEMENTATION STRATEGY

Details

Once awarded the Contractor will be advised and required to provide preliminary documentation. The initial works will involve site set-up (builder compound, scaffolding, site fencing, and site signage) before beginning actual façade striping works. A detailed construction program will be required before commencement of works.

Communication

The occupants of the building sitting behind the façade on High Street will be advised a week before the works commences. The general public will be advised of the building works through our Darebin City Council website. All required project signage will be displayed on the site fencing separating the works from the general public and occupants of the building. There will be regular communications during construction to keep public and building occupants informed.

Timeline

Award fixed lump sum contract for CT2018892	Mid-December 2018
Commence construction	Mid-January 2019
Expected Project Completion and Handover	End-June 2019

RELATED DOCUMENTS

Previous documents related to Contract No. CT2018892 – Preston Town Heritage Conservation Building Works.

- Strategic Procurement Plan
- Risk Assessment
- Request for Tender
- Conflict of Interest Declaration
- Evaluation Endorsement
- Evaluation Matrix

Attachments

- Tender Evaluation Report (**Appendix A**) Confidential - enclosed under separate cover
- Illion Direct Comprehensive Report (**Appendix B**) Confidential - enclosed under separate cover
- Signed Evaluation Score (**Appendix C**) Confidential - enclosed under separate cover

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.

9. CONSIDERATION OF RESPONSES TO PETITIONS, NOTICES OF MOTION AND GENERAL BUSINESS

Nil

10. NOTICES OF MOTION**10.1 CLIMATE EMERGENCY DAREBIN****Councillor:** Susan RENNIE**NoM No.:** 388

Take notice that at the Council Meeting to be held on 3 December 2018, it is my intention to move:

That Council:

- (1) Acknowledges the change in name of Darebin Energy Foundation to Climate Emergency Darebin, and that references to Darebin Energy Foundation in any current Council plans and strategies should be understood to refer to Climate Emergency Darebin.*
- (2) Update current version of the Climate Emergency Plan to reflect the new name and publish it on Council's website as soon as practical.*

Notice Received: 7 November 2018**Notice Given to Councillors** 26 November 2018**Date of Meeting:** 3 December 2018

11. REPORTS OF STANDING COMMITTEES

Nil

12. RECORDS OF ASSEMBLIES OF COUNCILLORS

12.1 ASSEMBLIES OF COUNCILLORS HELD

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

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

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

An Assembly of Councillors record was kept for:

- ICAN Mural Public Art Commission Meeting – 8 November 2018
- Council Briefing – 12 November 2018
- Special Council Briefing – 19 November 2018
- Planning Committee Meeting – 19 November 2018
- Councillor Briefing Session – 19 November 2018
- Darebin Bicycle Advisory Committee – 20 November 2018
- Climate Emergency Darebin Advisory Committee – 22 November 2018

Recommendation

That the record of the Assembly of Councillors held on 8, 12, 19, 20 and 22 November 2018 and attached as **Appendix A** to this report, be noted and incorporated in the minutes of this meeting.

RELATED DOCUMENTS

Nil

Attachments

- Assembly of Councillors - 3 December 2018 (**Appendix A**) [↓](#)



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	ICAN Mural Public Art Commission Meeting
	Date:	Thursday 8 of November 2018
	Location:	Council Chambers, Darebin Civic Centre
PRESENT:	Councillors:	Chair Mayor Cr. Kim Le Cerf.
	Council Staff:	Vicky Guglielmo, Claire Watson Sowmya Chandra & Bronwyn Ryan-Mercer
	Other:	Dimity Hawkins, Dave Sweeney and Kade McDonald (via skype)
APOLOGIES:		NA

The Assembly commenced at 6.10 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	ICAN Concept Drawing Presentation	No disclosures were made

The Assembly concluded at 8.30 pm

RECORD COMPLETED BY:	Officer Name:	Bronwyn Ryan-Mercer
	Officer Title:	Civic Events and Engagement Officer

This form is to be completed by the nominated Council Officer and returned to the Manager Corporate Governance within 3 working days for inclusion in a register available for public inspection.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillor Briefing
	Date:	12 November 2018
	Location:	Council Chamber, Preston
PRESENT:	Councillors:	Cr. Kim Le Cerf (Mayor), Cr. Lina Messina, Cr. Julie Williams, Cr. Trent McCarthy, Cr. Susan Rennie, Cr. Steph Amir
	Council Staff:	Sue Wilkinson, Wendy Dinning, Sunny Haynes, Rachel Ollivier, Vito Albicini, Julie Smout, Darren Rudd
	Other:	
APOLOGIES:		Cr. Tim Laurence, Cr. Susanne Newton, Cr. Gaetano Greco

The Assembly commenced at 5.35 PM

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Planning Matters	Nil
	Special Rate Levy Renewals	Nil

The Assembly concluded at 7.00 PM

RECORD COMPLETED BY:	Officer Name:	Sue Wilkinson
	Officer Title:	CEO



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillor Briefing Session
	Date:	Monday 19 November 2018
	Location:	Function Room, Darebin Civic Centre
PRESENT:	Councillors:	Cr. Kim Le Cerf (Mayor), Cr. Lina Messina (Deputy Mayor), Cr. Susan Rennie, Cr. Steph Amir
	Council Staff:	Sue Wilkinson, Cathy Henderson, Felicity Leahy
	Other:	N/A
APOLOGIES:		Cr Gaetano Greco, Cr. Susanne Newton, Cr. Julie Williams, Cr Trent McCarthy, Cr. Tim Laurence

The Assembly commenced at 5.30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Promoting Women and Girls in Sport Proposed Partnership Agreement	No disclosures were made. Cr Amir arrived at 5.37pm.
2	General Business - Townhall Ave Social Housing - Trans and Gender Diverse Swim Night - State election campaign	No disclosures were made

The Assembly concluded at 6.05 pm

RECORD COMPLETED BY:	Officer Name:	Felicity Leahy
	Officer Title:	Manager Recreation and Libraries



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Planning Committee
	Date:	Monday 19 November 2018
	Location:	Council Chambers , Darebin Civic Centre
PRESENT:	Councillors:	Cr. Kim Le Cerf (Mayor), Cr. Susan Rennie, Cr. Lina Messina, Cr. Steph Amir, Cr. Trent McCarthy
	Council Staff:	Sue Wilkinson, Darren Rudd, Karlee Ferrante, Ram Sekharan, Rachel Ollivier, Ben Porteous
	Other:	
APOLOGIES:		Cr. Tim Laurence Cr. Susanne Newton Cr. Gaetano Greco

The Assembly commenced at 6.00 PM

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Item 501 Attachments - Application for Planning Permit - 33 Joffre Street, Reservoir	No disclosures were made.
2	Item 502 Attachments - Application for Planning Permit - 198 Beavers Road, Northcote	No disclosures were made.
3	Item 601 - General Planning Information	No disclosures were made.

The Assembly concluded at 6.50 PM

RECORD COMPLETED BY:	Officer Name:	Sue Wilkinson
	Officer Title:	Chief Executive Officer

This form is to be completed by the nominated Council Officer and returned to the Governance, Council Business and civic Services Team within 3 working days for inclusion the agenda of the next Council meeting and in the register available for public inspection.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Special Council Briefing – Darebin Falcons Partnership Agreement
	Date:	Monday 19 November 2018
	Location:	Conference Room, Darebin Civic Centre
PRESENT:	Councillors:	Cr. Kim Le Cerf (Mayor), Cr. Susan Rennie, Cr. Steph Amir, Cr. Lina Messina
	Council Staff:	Sue Wilkinson, Cathy Henderson, Felicity Leahy
	Other:	
APOLOGIES:		Cr. Tim Laurence Cr. Gaetano Greco Cr. Susanne Newton

The Assembly commenced at 5.30 PM

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Darebin Falcons Partnership Agreement	No disclosures were made.

The Assembly concluded at 5.57 PM

RECORD COMPLETED BY:	Officer Name:	Sue Wilkinson
	Officer Title:	Chief Executive Officer



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Darebin Bicycle Advisory Committee
	Date:	Tuesday 20 November 2018
	Location:	Conference Room, Darebin Council Offices
PRESENT:	Councillors:	Cr. Steph Amir.
	Council Staff:	Che Sutherland, Team Leader Transport Strategy Philip Mallis, Transport Planner
	Other:	Representatives of the Darebin Bicycle Advisory Committee.
APOLOGIES:		Cr. Susan Rennie

The Assembly commenced at 6.30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Updates on Streets for People <ul style="list-style-type: none"> ▪ Northcote / Thornbury corridor ▪ Council adoption of Gower St to Cramer St, Broadhurst Ave to Crookston Rd 	'No disclosures were made'
2	LXRA projects: Reservoir station	'No disclosures were made'
3	Parking Strategy	'No disclosures were made'
4	Updates on master plans and strategies <ul style="list-style-type: none"> ▪ Northern Pipe Trail Master Plan ▪ Walking Strategy - Adopted ▪ Safe Travel Strategy - Adopted ▪ Open Space Strategy Consultation 	'No disclosures were made' Cr Steph Amir left the meeting at 7.45pm, during the presentation on Walking and Safe Travel Strategy and did not return
5	Updates on travel behaviour change programs <ul style="list-style-type: none"> ▪ Octopus schools: Round 2 ▪ Preston Market ▪ Bike Skills Workshops: Sep-Dec 2018 ▪ Ride2Work Day: Weds 17 Oct 2018 	No Councillors were present

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
6	Updates on infrastructure projects <ul style="list-style-type: none"> ▪ Robinson Crawley works Melbourne Water ▪ Bundoora Park shared path ▪ Dundas St Bridge, Beavers Rd Bridge ▪ Tee St / Rathcown Rd Bridge, Wood St Bridge ▪ Darebin Creek wayfinding ▪ Hickford St path re-alignment ▪ Victoria Rd bike lane/Darebin Rd intersection ▪ Investigations this year: Bracken Ave, South Morang from Reservoir to Mahoneys Rd, Gilbert Rd/Oakover Rd cyclist push button ▪ Walking and Safe Travel projects ▪ Local Area Place Making ▪ Blackspot – Separation St – 40kmh 	No Councillors were present
7	Planning for 2019 <ul style="list-style-type: none"> ▪ Advisory Committee review ▪ Committee membership roll-over ▪ Meeting dates for 2019 	No Councillors were present

The Assembly concluded at 8.45 pm

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

This form is to be completed by the nominated Council Officer and returned to the Council Business Unit within 3 working days for inclusion in a register available for public inspection.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Climate Emergency Darebin Advisory Committee
	Date:	Thursday 22 November 2018
	Location:	Council Chambers, 350 High Street, Preston
PRESENT:	Councillors:	Cr. Trent McCarthy (Acting Chair), Cr. Susan Rennie
	Council Staff:	Sally Moxham, Tiffany Harrison
	Other:	Climate Emergency Darebin Committee members
APOLOGIES:		Cr. Kim Le Cerf, Sue Wilkinson, Rachel Ollivier, Gavin Mountjoy

The Assembly commenced at 7:09 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Welcome, acknowledgements, apologies	No disclosures were made
2	Assembly of Councillors	No disclosures were made
3	Agenda review	No disclosures were made
4	Minutes of previous meeting	No disclosures were made
5	Council update	No disclosures were made
6	Working group updates	No disclosures were made

Climate Emergency Darebin Committee

22 November 2018

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
7	CED Structure	No disclosures were made
8	Governance proposals and internal structure	No disclosures were made
9	Project bid stage 2	No disclosures were made
10	Project plans, development and implementation	No disclosures were made
11	CED Google access	No disclosures were made
12	SLF	No disclosures were made
13	Draft risk policy	No disclosures were made
14	Other business	No disclosures were made
15	Next Meeting	No disclosures were made

The Assembly concluded at 9:20 pm

RECORD COMPLETED BY:	Officer Name:	Tiffany Harrison
	Officer Title:	Climate Emergency Darebin Executive Officer

This form is to be completed by the nominated Council Officer and returned to the Council Business Unit within 3 working days for inclusion in a register available for public inspection.

13. REPORTS BY MAYOR AND COUNCILLORS

Recommendation

That Council note the Reports by Mayor and Councillors.

14. 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:

14.1 Contractual Matter

This item is designated confidential because it is a personnel matter pursuant to Section 89(2) (a) of the Act and 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.

15. CLOSE OF MEETING