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AGENDA OF THE COUNCIL MEETING

Held on Monday 25 February 2019

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. Susanne Newton (Deputy Mayor)

Cr. Steph Amir

Cr. Gaetano Greco

Cr. Tim Laurence

Cr. Kim Le Cerf

Cr. Trent McCarthy

Cr. Lina Messina

Cr. Julie Williams

2. APOLOGIES

3. DISCLOSURES OF CONFLICTS OF INTEREST

4. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS

Recommendation

That the Minutes of the Ordinary Meeting of Council held on 4 February 2019 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 g&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 INTENTION TO DECLARE A SPECIAL CHARGE - DAREBIN SOLAR SAVER

Author: Climate Action Officer

Reviewed By: General Manager City Sustainability and Strategy

PURPOSE

To seek Council's declaration of intent to declare a Special Charge for the next Solar Saver round.

EXECUTIVE SUMMARY

The Solar Saver program is a key action of Council's Climate Emergency Plan. The proposed Special Charge scheme includes 237 properties and would add 1365.43kW of solar to Darebin. The program was open to all residents and low income residents, renters, pensioners and social housing residents have been prioritised.

The proposed Special Charge scheme totals over \$1,618,520.51 (\$2,479,363.49 including GST and pre STC claim) and these funds will be paid back to Council through the Special Charge scheme over 10 years. No interest is charged. These payments are more than offset by participants' savings on their energy bills, and therefore the program provides financial and environmental benefits.

Recommendation

That:

- (1) Council gives notice of its intention to declare a Special Charge in accordance with section 163 of the *Local Government Act 1989 (Act)* as follows:
 - a) A Special Charge is declared for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.
 - b) The Special Charge be declared for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on residential properties participating in the Solar Saver scheme, which project:
 - i. Council considers is or will be a special benefit to those persons required to pay the Special Charge (and who are described in succeeding parts of this resolution); and
 - ii. Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c) The total:
 - i. Cost of performing the function described in paragraph 1(b) of this resolution be recorded as \$1,618,520.51; and

-
- ii. Amount for the Special Charge to be levied be recorded as \$1,618,520.51, or such other amount as is lawfully levied as a consequence of this resolution
 - d) If Council receives a rebate from the Victorian Government Solar Homes Program for any of the properties listed in **Appendix B**, the value of the Solar Homes rebate will be credited to the property owner's outstanding amount on their rates notice for Solar Saver.
 - e) The Special Charge be declared in relation to all rateable land described in the table included as Appendix B to this report, in the amount specified in the table as applying to each piece of rateable land.
 - f) The following be specified as the criteria which form the basis of the Special Charge so declared:
 - i. Ownership of any land described in paragraph 1(d) of this resolution.
 - g) The following be specified as the manner in which the Special Charge so declared will be assessed and levied:
 - i. A Special Charge calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which a Householder Agreement has been executed, totalling \$1,618,520.51, being the total cost of the scheme to Council;
 - ii. To be levied each year for a period of 10 years.
 - h) Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, it be recorded that the owners of the land described in paragraph 1(d) of this resolution will, subject to a further resolution of Council, pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:
 - i. Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or
 - ii. Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.
- (2) Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.
- (3) Council, for the purposes of having determined the total amount of the Special Charge to be levied:
- a. Considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and
 - b. Formally determines for the purposes of section 163(2) (a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to the persons who are liable to pay the Special Charge is 100%.

- (4) Public notice be given the *Northcote Leader* and *Preston Leader* newspapers of Council's intention to declare, at its ordinary meeting to be held on 29 April 2019, the Special Charge in the form set out above.
 - (5) Separate letters, enclosing a copy of this resolution, **Appendix B** to this report, and the public notice referred to in Paragraph 4 of this resolution, are to be sent to the owners of the properties included in the scheme, advising of Council's intention to levy the Special Charge, the amount for which the property owner will be liable, the basis of calculation of the Special Charge, and notification that submissions and/or objections in relation to the proposal will be considered by Council in accordance with sections 163A, 163B and 223 of the Act.
 - (6) The Council's Hearing of Submissions Committee be convened, at a date and time to be fixed, to hear persons who, in their written submissions made under section 223 of the Act, advise that they wish to appear in person, or to be represented by a person specified in the submission, at a meeting in support of their submission.
 - (7) Council's Manager Environment and Sustainable Transport be authorised to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under sections 163A, 163(1A), (1B) and (1C), 163B and 223 of the Act.
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BACKGROUND / KEY INFORMATION

In the Council Plan 2017-2021 and the Climate Emergency Plan, Council committed to working with the community to expand the amount of solar PV in Darebin from 18,000 kW to 36,000 kW.

Key aspects of the program include:

- The Solar Saver program is currently open to all residential rate payers for solar systems up to 10kW and for businesses up to 30kW. Council has not had the resources to date to actively engage businesses through the program.
- Council undertakes procurement of good value solar systems and installation with 10 year warranties.
- Solar saver participants register interest, receive quotes and the property owner signs a householder agreement (**Appendix A**)
- Council declares a Special Charge and pays the upfront cost of the solar system and installation for participants when the solar systems are installed.
- Solar Saver participants pay the Special Charge over a 10 year period to reimburse council's upfront payment – which is more than offset by their energy bill savings.
- As detailed below Council has resolved that interest is not charged to residential participants and that the program will be funded through Council's existing cash reserves.

Over 900 householders have participated in previous Solar Saver programs The Solar Saver program has been broadened to all residential and business ratepayers with preference is still given to low income homes.

Solargain PV have been engaged by Council to provide and install solar for this round of the Solar Saver program and have provided over 780 quotations for the systems to residents. 237 residents have accepted these quotations and are included in the proposed Special Charge scheme.

Solar Homes Victoria Rebate

The Victorian Government announcement in August 2018 of the solar PV rebate (up to \$2,225) was great news for Victorian households. After considerable negotiation an agreement has recently been made between Sustainability Victoria (who administer the Solar Homes program) and Darebin Council for Darebin Solar Saver households to be eligible for the rebate of 50% of the system cost up to a maximum of \$2,225 (subject to the meeting of other eligibility requirements such as the means test).

At this stage, the agreement between Council and the householder does not include a reduction for the Solar Homes rebate. If the householder is eligible (a special registration process is being established by Solar Homes for this purpose) and Council receives the relevant rebate from Solar Homes Victoria, the rebate amount will be applied to each household's Solar Saver Special Charge amount.

Previous Council Resolution

This is the second Special Charge to be announced this year as part of the Solargain contract for Solar Saver.

The intention to declare the first Special Charge was announced at Council's meeting held on 4 February 2019, when it resolved to install solar systems for 237 Darebin households (totalling 1365.43kW).

- (1) *Council gives notice of its intention to declare a Special Charge in accordance with section 163 of the Local Government Act 1989 (Act) as follows:*
 - a) *A Special Charge is declared for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.*
 - b) *The Special Charge be declared for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on residential properties participating in the Solar Saver scheme, which project:*
 - i. *Council considers is or will be a special benefit to those persons required to pay the Special Charge (and who are described in succeeding parts of this resolution); and*
 - ii. *Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.*
 - c) *The total:*
 - i. *Cost of performing the function described in paragraph 1(b) of this resolution be recorded as \$838,015.55; and*
 - ii. *Amount for the Special Charge to be levied be recorded as \$838,015.55, or such other amount as is lawfully levied as a consequence of this resolution.*
 - d) *The Special Charge be declared in relation to all rateable land described in the table included as Appendix B to this report, in the amount specified in the table as applying to each piece of rateable land.*
 - e) *The following be specified as the criteria which form the basis of the Special Charge so declared:*
 - i. *Ownership of any land described in paragraph 1(d) of this resolution.*
 - f) *The following be specified as the manner in which the Special Charge so declared will be assessed and levied:*

-
- i. *A Special Charge calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which a Householder Agreement has been executed, totalling \$838,015.55, being the total cost of the scheme to Council;*
 - ii. *To be levied each year for a period of 10 years.*
 - g) *Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, it be recorded that the owners of the land described in paragraph 1(d) of this resolution will, subject to a further resolution of Council, pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:*
 - i. *Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or*
 - ii. *Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.*
- (2) *Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.*
 - (3) *Council, for the purposes of having determined the total amount of the Special Charge to be levied:*
 - a. *Considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and*
 - b. *Formally determines for the purposes of section 163(2) (a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to the persons who are liable to pay the Special Charge is 100%.*
 - (4) *Public notice be given the Northcote Leader and Preston Leader newspapers of Council's intention to declare, at its ordinary meeting to be held on 4 February 2019, the Special Charge in the form set out above.*
 - (5) *Separate letters, enclosing a copy of this resolution, **Appendix B** to this report, and the public notice referred to in Paragraph 4 of this resolution, are to be sent to the owners of the properties included in the scheme, advising of Council's intention to levy the Special Charge, the amount for which the property owner will be liable, the basis of calculation of the Special Charge, and notification that submissions and/or objections in relation to the proposal will be considered by Council in accordance with sections 163A, 163B and 223 of the Act.*
 - (6) *The Council's Hearing of Submissions Committee be convened, at a date and time to be fixed, to hear persons who, in their written submissions made under section 223 of the Act, advise that they wish to appear in person, or to be represented by a person specified in the submission, at a meeting in support of their submission.*
 - (7) *Council's Manager Environment and Sustainable Transport be authorised to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under sections 163A, 163(1A), (1B) and (1C), 163B and 223 of the Act.*
-

COMMUNICATIONS AND ENGAGEMENT

Consultation

- Approximately 900 homes expressed interest agreeing to provide details to receive a quote.
- Solargain PV is in the process of completing home visits to all households who have received written quotations for the Solar Saver program. All participating households, have received a home visit and have signed agreements to participate in the program based on quoted prices.
- Consultation has occurred with the Darebin Environmental Reference Group, Aged and Disability - Community Development Officer and Marketing and Community Engagement Officer, Equity and Diversity – Community Planner, Interfaith Development Officer and Aboriginal Policy Officer.

Communications

- The program was advertised on the Council website, through Darebin News, newsletters and through networks.
- Similar communication channels will be used for the next scheme including promotions at events and targeted mail outs if required.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 1 - A sustainable city

Climate Emergency Plan

Environmental Sustainability Considerations

This project is a key action in the Darebin Climate Emergency Plan 2017. The current round of Darebin Solar Saver is expected to install 1365.43kW across 237 installations, with an estimated equivalent annual greenhouse gas saving of 3,414tCO₂-e.

Equity, Inclusion and Wellbeing Considerations

This project was specifically aimed at low income households, who are more vulnerable to increasing energy costs. Data from the first round of Solar Saver, indicate households with solar PV are more likely to use air-conditioning (because it is more affordable with solar PV) and are therefore less vulnerable to heat wave stress. Approximately 25% of participating households in this round are low income households, pensioners or have low proficiency in English.

Cultural Considerations

Many participants are from culturally and linguistically diverse (CALD) communities.

Economic Development Considerations

It is estimated that participating households will save well over \$100 per year after the special scheme payment (based on what their energy bills would have been before solar). After 10 years average participating households are expected to save well over \$400 per year. This represents potential funds that can be spent within the Darebin community rather than on utility bills.

Financial and Resource Implications

Council has included a total of \$5.4 million 2018-2019 Council Budget for the delivery of the Solar Saver program. The previous round of Solar Saver has expended \$2,245,764 excluding GST on solar installations. Council is likely to receive in the order of \$800,000 in rebates from Solar Homes Victoria for this round by 30 June 2019.

There will be at least one more special rates scheme conducted over the 2018-2019 year.

Should the proposed Special Charge scheme proceed, Council will pay \$1,618,520.51, for the supply and installation of the solar PV systems on the properties listed in **Appendix B**. In accordance with their respective Householder Agreements, property owners will pay for the cost of the solar energy system by equal instalments apportioned over a 10-year period, commencing from October 2019. Council is expected to receive \$161,852 in Special Charge repayments annually for this scheme over the 10 year period. Some households will pay the total amount in the first year. The Special Charge scheme is effectively an interest free loan to the households.

We anticipate that most households will be eligible for the Victorian Government Solar Homes Rebate, which means that Council will receive in the order of \$250,000 from the State Government towards payment of the Special Charges. At this stage the agreement between Council and the householder does not factor in the Solar Homes Rebate as eligibility first needs to be confirmed by Solar Victoria. If the householder is eligible (a special registration process is being established by Solar Homes for this purpose) and Council receives the relevant rebate from Solar Victoria, the rebate amount will be credited to the property owner's outstanding amount on their rates notice for Solar Saver.

Payments to Council by property owners for works via Special Charge schemes are GST exempt.

Should a property be sold during the 10 year period in which the Special Charge scheme applies, the amount outstanding on the Special Charge scheme at the time of sale will be paid in full.

Administration of the Solar Saver program is conducted by Council officers and includes:

- Project and contract management
- Risk management, compliance and auditing
- Recruitment of and first point of contact for households
- Liaison with the Victorian Government and integration with their Solar Homes rebate

These administrative overheads come out of the Solar Saver program budget.

Legal and Risk Implications

A risk analysis has been undertaken for the program. Solar installations are electrical works and are required by law to be signed off by an authorised electrician through a certificate of electrical safety.

Random independent audits of the work will also be undertaken by Council to ensure installations comply with Council specifications. Occupational Health and Safety processes have been assessed and will be audited on site. Ten year warranties are required on panels, inverters and installation.

DISCUSSION

Progress of Solar Saver Scheme

Solargain PV Pty Ltd have provided written quotes to approximately 780 households since November 2018 and 363 households have signed contracts to date.

With the introduction of the Victorian Government Solar Homes Rebate, most residents are opting for larger sized systems averaging around 6 kW, up from 4.3 kW. As a result we estimate that this Special Charge Scheme will result in over 1365.43kW of solar being installed.

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 November 2018, the total amount of solar power installed is 26.3 MW which means Council is 46% of the way to doubling its solar capacity by June 2021 and is on track to meet this target.

A preference has been given to vulnerable households including:

- Low income households
- Pensioners
- Social housing tenants
- Residents with low proficiency in English, or low literacy including technological literacy

Proposed Special Charge declaration

Under Section 163 of the *Local Government Act 1989 (Act)*, Council is empowered to declare a Special Charge for the purposes of defraying any expenses in relation to the performance of a function or the exercise of a power of Council, if Council considers that the performance of the function or the exercise of the power is, or will be, of special benefit to the persons required to pay the special rate or Special Charge.

In this case, the installation of solar energy systems on properties as part of the Solar Saver scheme arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district and promotes the social, economic and environmental viability and sustainability of the municipal district. Each participating property has signed a Householder Agreement with Council to participate in the scheme, which includes the overall cost and repayments which would be paid by the property should the scheme be approved (see **Appendix A**).

In September 2004, the Minister for Local Government issued a guideline for the preparation of Special Charge schemes. The guideline specifically deals with the calculation of the maximum total amount that a council may levy as a Special Charge.

The guideline requires that Council identify the following:

- A. Purpose of the works
- B. Ensure coherence
- C. Calculate total cost
- D. Identify special beneficiaries
- E. Determine the properties to include
- F. Estimate total special benefits
- G. Estimate community benefits
- H. Calculate the benefit ratio
- I. Calculate the maximum total levy

A. Purpose of the Works

The purpose of the works is to supply and install solar energy systems on properties to reduce energy costs and encourage and increase the use of renewable energy in Darebin.

B. Ensure Coherence

The proposed works have a natural coherence with the proposed beneficiaries, as the properties proposed to be included in the scheme are receiving solar energy systems to the value of their participation.

C. Calculate the Total Cost

The proposed solar system installation includes the following items:

- Assessment and administration costs
- Supply and installation of solar energy systems

For the purposes of section 163(1) of the Act, the total cost of the works is calculated at \$1,618,520.51 based on signed quotations.

The expenses in the estimate of works are consistent with the allowable expenses listed in section 163(6) of the Act.

D. Identify the Special Beneficiaries

Council is required to identify those properties that would receive a special benefit from the proposed works. A special benefit is considered to be received by a property if the proposed works or services will provide a benefit that is additional to or greater than the benefit to other properties.

The Ministerial Guideline notes that a special benefit is considered to exist if it could reasonably be expected to benefit the owners or occupiers of the property. It is not necessary for the benefit to be actually used by the particular owners or occupiers of a specified property at a particular time in order for a special benefit to be attributed to the property.

Property owners participating in the Solar Saver scheme are considered to receive special benefit from the proposed supply and installation of solar PV systems by means of:

- Reduced energy costs over the life of the solar PV system
- Ownership of the solar PV system after the special rate repayments are paid in full
- Increased property value

The proposed properties taking part in the scheme, the owners of which have signed a Householder Agreement with Council to participate in the scheme, are listed in **Appendix B**.

E. Determine Properties to Include

Once the properties that receive special benefit are identified, Council must decide which properties to include in the scheme. If a property will receive a special benefit but is not included in the scheme, the calculation of the benefit ratio will result in Council paying the share of costs related to the special benefits for that property.

It is accepted that only those properties at which the solar energy systems are installed will receive a special benefit from the scheme. Accordingly, it is proposed to include only those residential properties whose owners have signed Householder Agreements in the scheme. Council will not, then, be required to pay a share of costs related to special benefits for any property that is not included in the scheme.

F. Estimate Total Special Benefits

As per the Ministerial Guideline for Special Rates and Charges, total special benefits are defined according to the formula below:

$$\text{TSB} = \text{TSB}_{(\text{in})} + \text{TSB}_{(\text{out})}$$

- **TSB** is the estimated total special benefit for all properties that have been identified to receive a special benefit
- **TSB_(in)** is the estimated total special benefit for those properties that are included in the scheme
- **TSB_(out)** is the estimated total special benefit for those properties with an identified special benefit that are not included in the scheme

For the purposes of the proposed scheme, total special benefits have been calculated as follows:

- **TSB_(in)** – The estimated total special benefit is based on the quoted cost of the solar PV system to be installed (which has been included in the Householder Agreement signed by the property owner). It is expected that the benefit in reduced energy costs will exceed this special benefit.
- **TSB_(out)** – This is not applicable as all participating properties are included.

G. Estimate Community Benefits

Whilst the reduction of energy use, greenhouse emissions and increase of renewable energy is considered a community benefit there are no direct quantifiable costs.

- **TCB** – Total Community Benefit is assessed to be 0 benefit units

H. Calculate the Benefit Ratio

The benefit ratio is calculated as:

$$R = \frac{TSB_{(in)}}{TSB_{(in)} + TSB_{(out)} + TCB}$$

Where:

$$TSB_{(in)} = \$1,618,520.51;$$

$$TSB_{(out)} = 0$$

$$TCB = 0$$

$$R = 1$$

I. Calculate the Maximum Total Levy

In order to calculate the maximum total levy **S**, the following formula is used:

$$S = R \times C$$

Where **R** is the benefit ratio and **C** is the cost of all works

$$\text{Therefore } S = 1 * \$1,618,520.51 = \$1,618,520.51$$

Note there is no community benefit amount payable by Council.

Apportionment of Costs

Once the maximum levy amount has been calculated, it is necessary to establish an appropriate way to distribute these costs to all affected landowners.

As the properties have all received individual quotations based on the solar system and work required, it is proposed to apportion the costs based on these quotes. It is noted that the householders have been notified and signed agreements on the basis of these costs for the purpose of declaring this scheme.

It is proposed to distribute the costs as shown in **Appendix B**.

Statutory Process

The Act requires Council to give public notice of its proposed declaration of the Special Charge and write to all people who will be liable to contribute. The proposed declaration of the Special Charge has been prepared in accordance with the Act.

Owners (or occupiers who would pay the charge as a condition of their lease) may object to the proposal within 28 days. If objections are received from more than fifty per cent of persons liable, Council will be prevented from making the declaration and the scheme cannot proceed.

OPTIONS FOR CONSIDERATION

A further Special Charge Scheme will be considered at the 18 March Council meeting.

IMPLEMENTATION STRATEGY

Timeline

Subject to Council resolution

- Council report – intention to declare Special Charge scheme – 25 February 2019
- Copies of the proposed declaration to property owners – from 6 March 2019
- Copy of proposed declaration available for public inspection – 6 March 2018
- Public notice of proposed declaration – 6 March 2018
- Receipt of written submissions – by 3 April 2019
- Hearing of submissions (if required) – 29 April 2019
- Council report – declaration of Special Charge scheme – 29 April 2019
- Future report to Council establishing new Solar Saver contracting panel – 20 May 2019
- Subject to declaration of the Special Charge scheme, installation of solar will occur late April to June 2019
- It is anticipated that Council will consider the establishment of the next Special Charge scheme on 18 March 2019

RELATED DOCUMENTS

- Local Government Act 1989
- Community Climate Change Action Plan
- The Macquarie Special Rates and Charges Manual 2012

Attachments

- Solar Saver - Owner Agreement (**Appendix A**) [↓](#)
- Solar Saver - Property Addresses - sorted by suburb (**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.



Darebin Solar Saver Program Owner Agreement

[Name of householder]

Address line 1

Address line 2

Key details

Commencement Date	1 July 2019
Expiry date	30 November 2029 or 10 years after issuing of first Special Charge notice (whichever is the later date) OR when cost is paid out in full.
Cost of the Solar Energy System	[MERGE quote amount (ex GST, post STC)] See also Schedule 2. (Please refer to information about Solar Homes rebate provided separately.)
Amount payable by the Owner in each quarterly rates notice from September 2019	An amount equal to 1/40 th of the total cost, being approximately: \$ (iMERGE amount) per quarter (for forty quarterly payments)
This includes:	The supply and installation of the solar system, and any repair or replacement covered by the warranty during the warranty period.
This does not include:	Any connection fee charged by your energy retailer or distributor or unforeseeable associated electrical works; any general maintenance, service calls or repair or replacement not covered by the warranty.
For any queries:	Please contact Darebin City Council 03 8470 8888 www.darebin.vic.gov.au solar@darebin.vic.gov.au PO Box 91, Preston VIC 3072
Option to withdraw from agreement:	This agreement is entirely voluntary. The Owner can withdraw their agreement, without penalty, any time up to a week before their scheduled installation. The owner can also withdraw their agreement any time up to the day before their installation but may incur a cancellation fee if less than a week's notice is given.

[6110742: 20953350_1]

BACKGROUND

This agreement records the agreed terms between Council and the Owner regarding the supply and installation of a solar energy system under the Program and repayment of the system.

IT IS AGREED AS FOLLOWS

1) Term of Agreement

This Agreement commences on the Commencement Date and, unless terminated in accordance with this Agreement, will continue until the expiry date on page 1, or the final payment has been received by Council.

2) Pre-Conditions

- a) The provision of a Solar Energy System to the Owner under this Agreement is conditional on the following taking place and remaining in place:
- i) Council entering into and maintaining a contract with a company to supply and install the Solar Energy System to the Owner as part of the Program;
 - ii) Council declaring the Scheme to recover the costs of the Program and this Scheme remaining valid;
 - iii) Council granting a permit to the Householder, if required for heritage reasons as set out in the Darebin Planning Scheme;
 - iv) If the property is tenanted, the Owner securing the permission of the Tenant to enter the Owner's property for the purposes of installation (see also Clause 6 and Schedule 2);
 - v) The Owner paying any other outstanding Rates or Charges owed to Council;
 - vi) The Owner not exercising the option to withdraw.
- b) If the pre-conditions in clause a) have not been satisfied by 31 December 2019 this Agreement immediately ends and each Party is released from its obligations under this Agreement.

3) Payment for Solar Energy System

- a) The Cost of the Solar Energy System is the total amount set out under Key Details on page 1 and itemised in Schedule 2. This amount purchases the supply and installation of the Solar Energy System and any required repair or replacement covered by the warranty during the warranty period, but does not cover grid connection fees, any electrical works required by the electricity distributor during grid connection, general maintenance, service calls or repair or replacement outside the warranty.
- b) The Cost of the Solar Energy System under clause a) may be adjusted by Council during the term of this Agreement if, for a reason beyond the control of Council or the Contractor, further costs are required to be incurred in supplying or installing the Solar Energy System.
- c) Council envisages that any adjustment to the Cost of the Solar Energy System under clause b) will only arise where the Owner agrees to the change and where:
 - i) there is a change to legislation applicable to, or regulation of, the installation of the Solar Energy System (eg changes to Renewable Energy Certificates); or
 - ii) the installation of the Solar Energy System originally quoted for changes as a result of building works undertaken at the Owner's property or a request to change the location or design of the Solar Energy System by the Owner (which could also alternatively be charged separately to the Special Charge as a once-off invoice)..
- d) Any adjustment under clause b) that is more than 10% above the Cost of the Solar Energy System as on Page 1 will be made by way of a variation to the Scheme, in accordance with section 166 of the *Local Government Act 1989*. That is, where a variation would result in a change to the Owner's liability under the Scheme of 10% or more, the Owner will have an opportunity to make submissions to Council in respect of it and, if the Solar Energy System has not already been installed, withdraw from the Scheme.
- e) Payment for the Cost of the Solar Energy System will by default be apportioned in quarterly instalments over a 10-year period, commencing from the 2019-2020 rating year. The amount payable by the Owner per quarter is set out in Key Details (page 1).
- f) The Owner may alternatively choose to pay the Cost of the Solar Energy System sooner by arrangement with Council's Rates Team.
- g) Commencing after the installation of the solar system (approximately September 2019), the Owner will receive a Special Charge notice each quarter setting out their liability under the Scheme for the property at which the Solar Energy System is installed, until their liability under the Scheme is discharged in full.
- h) Unless otherwise agreed between the Parties, all payments are due at the date set out in each Special Charge notice. In the event that payment has not been made by the due date, Penalty Interest may be payable upon any outstanding amounts, in accordance with the *Local Government Act 1989* and this Agreement.
- i) Any delay or adjustment to the delivery date for the Solar Energy System within the installation period (up to June 30 2019) or adjustment to the Cost of the Solar Energy System under clause b) does not entitle the Owner to delay or withhold payment under this Agreement.

4) Council's Obligations

Council's obligations under this Agreement include the obligation to make all reasonable efforts to:

- a) enter into contractual arrangements with a licensed electrical contractor, who has experience and expertise in the Solar Energy industry and who is of good repute, to supply and install the Solar Energy System;
- b) ensure that any Contractor engaged under clause a) provides the supply and installation of a Solar Energy System to the Owner within a reasonable time of this Agreement being entered into.

5) The Owner's Obligations

- a) The Owner must pay to Council the Cost of the Solar Energy System in accordance with Section 3).
- b) The Owner must arrange for the Contractor and its agents to gain access to the Owner's property for the purposes of conducting site inspections, installing the Solar Energy System and to carry out any required repairs or replacements. If the property is let, this includes obtaining the permission of the Tenant in writing, using the form in Schedule 1 for this purpose.
- c) The Owner must ensure that those parts of their property in which works are being undertaken by the Contractor are safe to access, and free from asbestos or other toxic substances, prior to the Contractor or its agents accessing the Owner's property. If the property is let, this includes arranging for a Tenant to make those parts of the property safe.
- d) If the Owner's property is let to a Tenant by an agreement or residency right that is subject to the Tenancy Act, the Owner must comply with the Tenancy Act in relation to the installation or operation of the Solar Energy System at the Owner's property.
- e) If the property is let, the Owner will procure the Tenant's:
 - i) authorisation for the Contractor to submit an application to their electricity provider to connect a renewable energy system to the electricity provider's electrical distribution network; and
 - ii) agreement to take all reasonable action required by the Contractor, including signing any relevant documents, and paying any associated fees, in order for that connection to take place. The Tenant is responsible for any metering or other fees charged by their electricity provider and such charges do not form part of this Agreement.
- f) The Owner must not, and must ensure that any Tenant does not, intentionally damage, sell, trade or otherwise dispose of any part of the Solar Energy System during the term of this Agreement.
- g) The Owner must, and must ensure that any Tenant does, comply with any warranties, manufacturer's instructions and user manuals relating to the Solar Energy System and acknowledges that any failure to do so may void those warranties.
- h) Neither the Owner nor any Tenant has any entitlement to claim any Renewable Energy Certificates in relation to the Solar Energy System provided under this Agreement.

6) Assignment of Warranties

- a) The Contractor has agreed that all warranties relevant to the Solar Energy Systems will be issued in respect of, and remain with, the relevant properties at which the Solar Energy Systems are installed.
- b) If the Owner or a Tenant has any concerns, queries or requests for a service call, repair or replacement of the Solar Energy System, the Owner or Tenant must contact the Contractor who supplied and installed the Solar Energy System. Contact details for the Contractor will be supplied to the Owner and Tenant prior to the installation of the Solar Energy System.
- c) Council takes no responsibility for any costs or charges incurred by the Owner or any Tenant in contacting the Contractor under this clause 6). Such costs and charges are a matter to be agreed by the Owner and any Tenant.

7) No Guarantee of Savings

- a) While typically a Solar Energy System will result in reduced electricity costs for the Owner and any Tenant, no guarantee is made by Council that the Owner or any Tenant will save money on their electricity bills as a result of the provision of the Solar Energy System under this Agreement.
- b) Neither Council, nor the Contractor, is responsible for any inaccuracies or losses caused to the Owner or any Tenant by changes to feed in tariffs, electricity prices or government schemes.

8) No Liability

- a) To the fullest extent permitted by law, Council is not liable for the ongoing maintenance, repair or replacement of the Solar Energy System, including but not limited to:
 - i) the replacement of the goods or the supply of equivalent goods;
 - ii) the repair of such goods;
 - iii) the payment of the cost of replacing the goods or of acquiring equivalent goods; or
 - iv) the payment of the cost of having the goods repaired.
- b) The Owner agrees to the installation and use of the Solar Energy System under this Agreement at their own risk and releases Council from all claims resulting from any damage, loss, death or injury in connection with the installation and use of the Solar Energy System except to the extent that Council is negligent.
- c) The Owner must indemnify and hold harmless Council against all claims resulting from any damage, loss, death or injury in connection with the installation and use of the Solar Energy System except to the extent that Council is negligent.
- d) Each indemnity in this Agreement is a continuing obligation, separate and independent from the other obligations of the parties and survives termination of this Agreement.
- e) This Section (8) does not limit in any way the Owner's ability to make warranty claims directly to the Contractor.

9) Ownership of Solar Energy System

- a) Ownership of the Solar Energy System remains fully vested in Council during the term of the Agreement, unless the Solar Energy System is otherwise paid for in full in accordance with Section 3~~Error! Reference source not found.~~, at which time the ownership of the Solar Energy System vests in the Owner.
- b) Once all payments payable under this Agreement have been made by the Owner in accordance with Section 3, the full ownership of the Solar Energy System will pass from Council to the Owner.

10) Termination

Without limiting the generality of any other clause, Council may terminate this Agreement by notice in writing if the Owner:

- a) breaches any essential terms of this Agreement and such breach is not remedied within 60 days of written notice by Council;
- b) fails to obtain the permission of the Tenant (if the property is let) for the Contractor to enter the Owner's property to install the Solar Energy System; or
- c) otherwise fails to observe their obligations under the Tenancy Act, to the extent that those obligations are relevant to this Agreement.

11) No Fettering of Council's Powers

It is acknowledged and agreed that this Agreement does not fetter or restrict Council's powers or discretions in relation to any powers or obligations it has under any Act, regulation or local law that may apply to the Scheme or any other aspect of this Agreement.

12) Entire Agreement

This Agreement constitutes the entire agreement between the parties. Any prior arrangements, agreements, representations or undertakings related to this solar installation are superseded.

13) Joint and Several Liability

If the Owner consists of more than one person, this Agreement binds them jointly and each of them severally.

14) Severability

If any provision of this Agreement is held invalid, unenforceable or illegal for any reason, this Agreement will remain otherwise in full force apart from such provision which will be considered to be deleted.

15) Governing Law

This Agreement will be governed by and construed according to the law of Victoria.

16) Disputes

- a) Any grievances or concerns relating to the Solar Energy System must be conveyed to the Contractor, in accordance with clause 6)b).

- b) If any dispute arises between the Owner and Council regarding this Agreement, the Parties must at first instance endeavour to resolve it by discussion and agreement.
- c) If any dispute arises between the Owner and a Tenant regarding this Agreement, it is the responsibility of the Owner to resolve the dispute. Such a dispute will not affect the Owner's obligations under this Agreement and Council will have no involvement in such a dispute.

17) Definitions

Contractor means the licensed electrical contractor, whether being a person or entity, engaged by Council to supply and install Solar Energy Systems under the Program.

Owner means the person or persons named in the Agreement as being the owner of the property at which a Solar Energy System will be installed.

Party means either Council or the Owner as the context dictates.

Penalty Interest means interest at the rate of 10 per cent per annum, or such other rate as may be fixed by section 2 of the *Penalty Interest Rates Act* 1983 from time to time.

Program means the "Solar Saver Program" of Council.

Renewable Energy Certificate has the same meaning as in the *Renewable Energy (Electricity) Act* 2000 (Cth) and includes any other certificate, right or entitlement of a similar nature which arises under Victorian or Commonwealth legislation;

Scheme means the Special Rate Scheme to be declared by Council, under the *Local Government Act* 1989, to recoup the costs of the Solar Energy Systems provided as part of the Program.

Solar Energy System means the system described at **Error! Reference source not found.**Schedule 2 and includes the solar panels and any associated infrastructure and materials provided by the Contractor for the proper functioning of the solar panels to produce electricity from solar power, but does not include any infrastructure or services provided by third parties (such as electricity distributors or electricity retailers).

Tenancy Act means the *Residential Tenancies Act* 1997.

18) SIGNED as an agreement between:

	Owner 1: _____
DATE: SIGNED for and on behalf of Darebin City Council ACN 75 815 980 522 by Gavin Mountjoy Coordinator Energy and Adaptation Darebin City Council	Owner 2 (if applicable): _____ DATE: SIGNED by [Ratepayer name (s)]

Summary of Key details – see front page for full Key Details and Schedule 2 for a full breakdown of costs

Cost of the Solar Energy System	[MERGE quote amount (ex GST, post STC)] See breakdown provided at Schedule 2.
Amount payable by the Owner in each quarterly rates notice from September 2019	An amount equal to 1/40 th of the total cost, being approximately: \$ (iMERGE amount) per quarter (for forty quarterly payments)
This includes:	The supply and installation of the solar system, and any repair or replacement covered by the warranty during the warranty period.
This does not include:	Any connection fee charged by your energy retailer or distributor or unforeseeable associated electrical works; any general maintenance, service calls or repair or replacement not covered by the warranty.
Option to withdraw from agreement:	This agreement is entirely voluntary. The Owner can withdraw their agreement, without penalty, any time up to a week before their scheduled installation. The owner can also withdraw their agreement any time up to the day before their installation but may incur a cancellation fee if less than a week’s notice is given.

NOTE: IF YOU ARE SCANNING THIS AGREEMENT TO RETURN TO COUNCIL PLEASE SCAN THE ENTIRE DOCUMENT INCLUDING SCHEDULE 2 (THE QUOTE) AND SCHEDULE 1 IF APPLICABLE.

TICK THIS BOX IF YOU WOULD LIKE THIS SIGNED AGREEMENT POSTED BACK TO YOU.

Schedule 1

[NOTE: Schedule 1 is applicable ONLY if the property is tenanted. Owner-occupiers do not need to complete this form.]

Tenant's permission for Contractor to access Owner's property

I,

[Tenant's full name]

a tenant to whom the premises at.....

«Installs.Install street number and name» «Installs.Install street type»

«Installs.Install Suburb VIC Postcode»

are let under a tenancy agreement as defined under the *Residential Tenancy Act 1997*, agree to allow the contractor (and its agents) responsible for installing a solar panel system at the rented premises to access the premises for the purposes of conducting site inspections, installing the solar energy system and to carry out any required repairs, maintenance or replacements.

The Tenant authorises the Contractor to submit an application to their electricity provider to connect a renewable energy system to the electricity provider's electrical distribution network and the Tenant must take all reasonable action required by the Contractor, including signing any relevant documents, and paying metering or other fees charged by their electricity provider in order for that connection to take place.

SIGNED by:

.....
Signature

Date:

.....
Full Name

COUNCIL MEETING

25 FEBRUARY 2019

APPENDIX B**Table of properties intended to be subject to the Solar Saver special charge scheme**

Each listed property has been assessed as to the size of solar panel and installation costs and the owner has been provided and agreed to the following quotation to have a solar energy system installed at their property.

FULL LIST OF ADDRESSES AND COSTS

Address	Cost
9 Miller Street ALPHINGTON VIC 3078	\$7,185.13
9 Arbor Street ALPHINGTON VIC 3078	\$9,531.22
5 Broomfield Avenue ALPHINGTON VIC 3078	\$6,739.03
56 Grange Boulevard BUNDOORA VIC 3083	\$6,211.25
14/1089 Plenty road Road BUNDOORA VIC 3073	\$5,858.71
13 Springwood View BUNDOORA VIC 3083	\$5,874.75
108 Elizabeth Street COBURG NORTH VIC 3058	\$5,476.75
2/9 Chingford Street FAIRFIELD VIC 3078	\$5,342.13
42 Darling Street FAIRFIELD VIC 3078	\$8,235.13
11 Rushall Street FAIRFIELD VIC 3078	\$11,438.63
157 Perry Street FAIRFIELD VIC 3078	\$5,914.75
42 Mc Gregor Street FAIRFIELD VIC 3078	\$9,297.43
192 Arthur Street FAIRFIELD VIC 3078	\$3,693.51
20 Station Street FAIRFIELD VIC 3078	\$9,733.36
4/10 Rushall Street FAIRFIELD VIC 3078	\$7,074.19
100 Rathmines Street FAIRFIELD VIC 3078	\$5,832.75
54 Browning Street KINGSBURY VIC 3083	\$5,874.75
53 The Fairway KINGSBURY VIC 3083	\$8,857.88
16 The Common MACLEOD VIC 3085	\$6,548.40
93 Ernest Jones Drive MACLEOD VIC 3085	\$9,257.57
4/1C Bower Street NORTHCOTE VIC 3070	\$8,425.77
19 Rucker Street NORTHCOTE VIC 3070	\$7,195.24
8 Thomson Street NORTHCOTE VIC 3070	\$5,592.75
2 Stanley Street NORTHCOTE VIC 3070	\$6,434.75
60 James Street NORTHCOTE VIC 3070	\$5,774.75
19 Mc Cracken Avenue NORTHCOTE VIC 3070	\$9,211.63
32 Oamaru Street NORTHCOTE VIC 3070	\$5,784.75
54A Eastment Street NORTHCOTE VIC 3070	\$9,060.77
187 Westgarth Street NORTHCOTE VIC 3070	\$8,463.36
98 St Georges Road NORTHCOTE VIC 3070	\$8,932.57
11 Veronica Street NORTHCOTE VIC 3070	\$7,716.15
85 Beaconsfield Parade NORTHCOTE VIC 3070	\$8,115.13
27 Sumner Avenue NORTHCOTE VIC 3070	\$5,230.07
21B Ellesmere Street NORTHCOTE VIC 3070	\$7,474.19
2 Gracie Street NORTHCOTE VIC 3070	\$7,234.75
215 St Georges Road NORTHCOTE VIC 3070	\$10,414.15

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Address	Cost
2A Burt Street NORTHCOTE VIC 3070	\$6,330.51
14 Russell Street NORTHCOTE VIC 3070	\$4,800.71
126A Emmaline Street NORTHCOTE VIC 3070	\$7,792.71
50 Victoria Road NORTHCOTE VIC 3070	\$5,996.75
22/25 Veronica Street NORTHCOTE VIC 3070	\$3,457.51
15 Hawthorn Road NORTHCOTE VIC 3070	\$6,999.42
102 South Crescent NORTHCOTE VIC 3070	\$6,848.40
77 Jenkins Street NORTHCOTE VIC 3070	\$5,874.75
35 Leinster Grove NORTHCOTE VIC 3070	\$10,523.45
8 Farnan Street NORTHCOTE VIC 3070	\$12,895.27
1/161-163 Clarke Street NORTHCOTE VIC 3070	\$7,285.74
42 Charles Street NORTHCOTE VIC 3070	\$7,162.42
7/10-12 Mc Cracken Avenue NORTHCOTE VIC 3070	\$4,178.89
2/10-12 Mc Cracken Avenue NORTHCOTE VIC 3070	\$4,424.89
212A Victoria Road NORTHCOTE VIC 3070	\$5,887.71
3 Slater Street NORTHCOTE VIC 3070	\$8,123.85
33 Gordon Grove NORTHCOTE VIC 3070	\$9,830.58
24 Lawry Street NORTHCOTE VIC 3070	\$5,309.46
63 Derby Street NORTHCOTE VIC 3070	\$7,382.09
51 Charles Street NORTHCOTE VIC 3070	\$8,149.13
112 Hawthorn Road NORTHCOTE VIC 3070	\$6,142.61
22 Knowles Street NORTHCOTE VIC 3070	\$11,838.32
30 Darebin Road NORTHCOTE VIC 3070	\$5,370.75
43 Auburn Avenue NORTHCOTE VIC 3070	\$7,402.98
16B French Avenue NORTHCOTE VIC 3070	\$9,701.25
4 Tobin Avenue NORTHCOTE VIC 3070	\$6,753.24
43 Bird Avenue NORTHCOTE VIC 3070	\$6,240.98
58 Barry Street NORTHCOTE VIC 3070	\$4,715.03
37 Gadd Street NORTHCOTE VIC 3070	\$5,969.72
14 Alphington Street NORTHCOTE VIC 3070	\$9,961.48
8 Little Bakers Lane NORTHCOTE VIC 3070	\$7,139.88
1/42 Andrew Street NORTHCOTE VIC 3070	\$6,301.75
31 Claude Street NORTHCOTE VIC 3070	\$6,794.75
1 Munro Street NORTHCOTE VIC 3070	\$5,476.75
53 High Street NORTHCOTE VIC 3070	\$5,860.51
3/157 Murray Road PRESTON VIC 3072	\$5,912.61
3 Leopold Street PRESTON VIC 3072	\$7,656.53
88 Miller Street PRESTON VIC 3072	\$7,610.98
94 Madeline Street PRESTON VIC 3072	\$13,484.17
235 Raglan Street PRESTON VIC 3072	\$4,437.51
29 Dundas Street PRESTON VIC 3072	\$7,795.13
31 Milton Crescent PRESTON VIC 3072	\$6,608.75

COUNCIL MEETING

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Address	Cost
99 Cramer Street PRESTON VIC 3072	\$5,922.75
135 Wood Street PRESTON VIC 3072	\$7,264.75
51 Robeson Street PRESTON VIC 3072	\$5,469.75
261 Wood Street PRESTON VIC 3072	\$5,874.75
21 Hope Street PRESTON VIC 3072	\$7,536.42
32 Mary Street PRESTON VIC 3072	\$2,712.01
75 Regent Street PRESTON VIC 3072	\$5,370.75
23 Cooper Street PRESTON VIC 3072	\$4,019.89
8 Willow Street PRESTON VIC 3072	\$6,434.75
60 Miller Street PRESTON VIC 3072	\$4,670.71
67A Wood Street PRESTON VIC 3072	\$5,157.71
3 George Street PRESTON VIC 3072	\$5,828.57
15 May Street PRESTON VIC 3072	\$6,364.75
1/169-171 Raglan Street PRESTON VIC 3072	\$10,448.22
42 Goodwin Street PRESTON VIC 3072	\$5,223.75
47 Madeline Street PRESTON VIC 3072	\$7,292.09
2/18 Belmont Street PRESTON VIC 3072	\$4,019.89
303 Gilbert Road PRESTON VIC 3072	\$6,871.65
2 Beauchamp Street PRESTON VIC 3072	\$7,709.98
13 James Street PRESTON VIC 3072	\$5,716.75
640 Murray Road PRESTON VIC 3072	\$6,234.75
4 Union Street PRESTON VIC 3072	\$4,903.71
5 Parker Street PRESTON VIC 3072	\$9,842.15
3/42 Garnet Street PRESTON VIC 3072	\$6,123.64
8 Mount Street PRESTON VIC 3072	\$12,408.32
1/110 Albert Street PRESTON VIC 3072	\$5,065.03
39 Cooper Street PRESTON VIC 3072	\$5,860.51
12 Tennyson Avenue PRESTON VIC 3072	\$6,256.75
30 Penola Street PRESTON VIC 3072	\$4,178.89
8 Ivy Street PRESTON VIC 3072	\$6,932.09
17 Morgan Street PRESTON VIC 3072	\$5,236.82
4/16 Sussex Street PRESTON VIC 3072	\$4,502.73
232 Wood Street PRESTON VIC 3072	\$9,829.13
12 Breffna Street PRESTON VIC 3072	\$13,186.90
2A Jacka Street PRESTON VIC 3072	\$8,424.42
2/2 Empire Street PRESTON VIC 3072	\$5,083.71
8 Tennyson Avenue PRESTON VIC 3072	\$4,577.07
12 Carthew Grove PRESTON VIC 3072	\$6,234.75
66 Madeline Street PRESTON VIC 3072	\$6,733.75
508 Gilbert Road PRESTON VIC 3072	\$5,591.51
6 Hope Street PRESTON VIC 3072	\$5,801.75
59 Wilcox Street PRESTON VIC 3072	\$7,613.30

COUNCIL MEETING

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Address	Cost
19 James Street PRESTON VIC 3072	\$7,865.45
2/39 Belgrove Street PRESTON VIC 3072	\$5,912.75
248 Murray Road PRESTON VIC 3072	\$8,507.57
1/36 Spratling Street RESERVOIR VIC 3073	\$5,598.06
2/23-25 Epstein Street RESERVOIR VIC 3073	\$6,928.40
1/12 Evans Crescent RESERVOIR VIC 3073	\$12,797.38
49 Gilbank Street RESERVOIR VIC 3073	\$7,546.45
24 MacArtney Street RESERVOIR VIC 3073	\$12,486.07
2 Cameron Street RESERVOIR VIC 3073	\$8,679.13
118 Edwardes Street RESERVOIR VIC 3073	\$5,223.75
69 Botha Avenue RESERVOIR VIC 3073	\$4,308.89
24 Pickett Street RESERVOIR VIC 3073	\$5,729.75
10/30 Ashley Street RESERVOIR VIC 3073	\$9,331.25
11 Frankston Street RESERVOIR VIC 3073	\$14,586.07
12 Enderly Avenue RESERVOIR VIC 3073	\$13,006.07
3/16 McComas Street RESERVOIR VIC 3073	\$6,132.61
64C Queen Street RESERVOIR VIC 3073	\$7,460.74
38 Hobbs Crescent RESERVOIR VIC 3073	\$8,536.95
7 Thrower Street RESERVOIR VIC 3073	\$5,646.75
42 Corben Street RESERVOIR VIC 3073	\$6,388.77
60 Whitelaw Street RESERVOIR VIC 3073	\$7,995.77
61 Lawley Street RESERVOIR VIC 3073	\$8,725.13
9 Clark Street RESERVOIR VIC 3073	\$6,969.42
1/16 Yarra Avenue RESERVOIR VIC 3073	\$4,916.71
20 Walsal Avenue RESERVOIR VIC 3073	\$5,606.75
173 Spring Street RESERVOIR VIC 3073	\$7,995.77
30 Daleglen Street RESERVOIR VIC 3073	\$5,774.75
10 Dyson Street RESERVOIR VIC 3073	\$12,796.11
57 Cheddar Road RESERVOIR VIC 3073	\$4,634.89
3/97 Rathcown Road RESERVOIR VIC 3073	\$3,941.34
3/74B St Vigeons Road RESERVOIR VIC 3073	\$4,884.89
13 Kerang Avenue RESERVOIR VIC 3073	\$6,546.75
21A St Vigeons Road RESERVOIR VIC 3073	\$4,431.89
1/48 Chaley Street RESERVOIR VIC 3073	\$7,368.40
13 Glenvale Road RESERVOIR VIC 3073	\$5,599.75
1 Luke Street RESERVOIR VIC 3073	\$5,742.93
47 Arundel Avenue RESERVOIR VIC 3073	\$5,599.75
67 Banff Street RESERVOIR VIC 3073	\$5,606.75
85 Glasgow Avenue RESERVOIR VIC 3073	\$8,101.13
11 Lochnorries Grove RESERVOIR VIC 3073	\$4,424.89
11 Cameron Street RESERVOIR VIC 3073	\$8,885.75
34 Cameron Street RESERVOIR VIC 3073	\$8,709.13

COUNCIL MEETING

25 FEBRUARY 2019

Address	Cost
2/18 Kelsby Street RESERVOIR VIC 3073	\$3,786.80
6/14-16 George Street RESERVOIR VIC 3073	\$4,554.89
11 Lambassa Grove RESERVOIR VIC 3073	\$5,964.42
1/26 Foch Street RESERVOIR VIC 3073	\$6,597.42
109 Glasgow Avenue RESERVOIR VIC 3073	\$5,600.75
2/78 Purinuan Road RESERVOIR VIC 3073	\$4,423.64
1/155 Rathcown Road RESERVOIR VIC 3073	\$6,244.75
181 Broadway RESERVOIR VIC 3073	\$5,171.71
602 Gilbert Road RESERVOIR VIC 3073	\$5,561.71
21 Mendip Road RESERVOIR VIC 3073	\$6,608.98
91 Henty Street RESERVOIR VIC 3073	\$5,646.75
26 Rosenthal Crescent RESERVOIR VIC 3073	\$3,846.32
1/93 Whitelaw Street RESERVOIR VIC 3073	\$4,233.44
20 Lucille Avenue RESERVOIR VIC 3073	\$5,039.71
80 Broadhurst Avenue RESERVOIR VIC 3073	\$5,169.71
3/66 Darebin Boulevard RESERVOIR VIC 3073	\$6,794.19
5 Elizabeth Court RESERVOIR VIC 3073	\$5,696.82
18 Dyson Street RESERVOIR VIC 3073	\$6,287.45
1/3 Arcadia Avenue RESERVOIR VIC 3073	\$5,476.75
8 Locher Avenue RESERVOIR VIC 3073	\$5,700.71
11 Sharpe Street RESERVOIR VIC 3073	\$5,881.75
861 High Street RESERVOIR VIC 3073	\$6,087.42
32 Liston Avenue RESERVOIR VIC 3073	\$8,307.57
236 Albert Street RESERVOIR VIC 3073	\$4,341.19
22 Nocton Street RESERVOIR VIC 3073	\$5,230.75
1 Roff Street RESERVOIR VIC 3073	\$6,541.25
592 Gilbert Road RESERVOIR VIC 3073	\$7,574.43
3 Dyson Street RESERVOIR VIC 3073	\$6,004.55
1 Barwon Avenue RESERVOIR VIC 3073	\$8,537.57
16 Butters Street RESERVOIR VIC 3073	\$4,808.71
3/9 Lake Street RESERVOIR VIC 3073	\$5,039.71
15 Beenak Street RESERVOIR VIC 3073	\$5,544.89
98 Massey Avenue RESERVOIR VIC 3073	\$7,685.13
30 Clyde Street THORNBURY VIC 3071	\$7,424.75
215 Mansfield Street THORNBURY VIC 3071	\$12,500.22
12 Ethel Street THORNBURY VIC 3071	\$3,711.51
121 Keon Street THORNBURY VIC 3071	\$6,538.75
6/21 Comas Grove THORNBURY VIC 3071	\$6,526.30
166 Harold Street THORNBURY VIC 3071	\$10,385.45
14/44-48 Strettle Street THORNBURY VIC 3071	\$7,282.61
288 Flinders Street THORNBURY VIC 3071	\$5,751.75
6A Fyffe Street THORNBURY VIC 3071	\$5,683.75

COUNCIL MEETING

25 FEBRUARY 2019

Address	Cost
22 Keon Street THORNBURY VIC 3071	\$7,925.13
402 St Georges Road THORNBURY VIC 3071	\$7,400.75
126 Rossmoyne Street THORNBURY VIC 3071	\$5,508.75
63B Clyde Street THORNBURY VIC 3071	\$5,033.71
1/36 Pender Street THORNBURY VIC 3071	\$5,922.75
1 Bradley Avenue THORNBURY VIC 3071	\$9,548.57
6/79 Normanby Avenue THORNBURY VIC 3071	\$6,073.71
2/79 Normanby Avenue THORNBURY VIC 3071	\$6,073.71
58 Ballantyne Street THORNBURY VIC 3071	\$8,999.45
4/20 Woolton Avenue THORNBURY VIC 3071	\$6,713.40
122 Smith Street THORNBURY VIC 3071	\$8,707.57
4/48A Clyde Street THORNBURY VIC 3071	\$5,802.71
34 Rossmoyne Street THORNBURY VIC 3071	\$4,019.89
2 Alston Street THORNBURY VIC 3071	\$7,109.42
184 Gooch Street THORNBURY VIC 3071	\$6,694.75
168 Harold Street THORNBURY VIC 3071	\$5,868.75
116 Clarendon Street THORNBURY VIC 3071	\$7,200.32
36 Lewis Street THORNBURY VIC 3071	\$5,756.82
154 Hutton Street THORNBURY VIC 3071	\$6,412.75
57 Collins Street THORNBURY VIC 3071	\$7,280.09
4/79 Normanby Avenue THORNBURY VIC 3071	\$6,073.71
1/79 Normanby Avenue THORNBURY VIC 3071	\$6,073.71
3/79 Normanby Avenue THORNBURY VIC 3071	\$6,073.71
27 Harry Street THORNBURY VIC 3071	\$5,874.75
80 Clarendon Street THORNBURY VIC 3071	\$7,019.30
316 Rossmoyne Street THORNBURY VIC 3071	\$8,697.57
51A Pender Street THORNBURY VIC 3071	\$4,325.40
3 Riley Street THORNBURY VIC 3071	\$7,782.42
9 Ethel Street THORNBURY VIC 3071	\$5,809.89
101 Ballantyne Street THORNBURY VIC 3071	\$6,614.75
3/125 Fyffe Street THORNBURY VIC 3071	\$5,035.03
171 Mansfield Street THORNBURY VIC 3071	\$8,819.57
50 Hutton Street Street THORNBURY VIC 3071	\$8,539.67
Total cost to households	\$1,618,520.51

SUMMARY

TOTAL kilowatts to be installed	1365.43
Number of installations	237
TOTAL cost to households	\$1,618,520.51
Cost to Council inc GST	\$1,780,372.56
Projected price of STCs to be claimed	\$698,990.93
Projected GROSS total cost to Council (INC GST, before STCs claimed)	\$2,479,363.49

8.2 GRANTS REVIEW AND PROPOSED GRANTS MODEL**Author:** Manager Equity and Wellbeing**Reviewed By:** General Manager Community

PURPOSE

This paper seeks Council's endorsement of the proposed grants model for 2019/2020 and beyond.

EXECUTIVE SUMMARY

Council has undertaken a review of the grants and funding agreements provided by Council to community groups and organisations. The review seeks to ensure that our grants and funding reflect Council's strategic objectives and the needs of our diverse community and are accessible and easy for community to navigate, while being distributed through a transparent and fair process.

An issues paper outlining recommendations and a proposed model was prepared outlining a number of recommended changes to the structure, processes, types of grants available and resource allocation. This paper and draft grants model was informed by a detailed review of the program, benchmarking of other Council grants programs and community consultation.

This paper (**Appendix A**) was presented as part of stage two of the community consultation process in December 2018. The feedback received during the period has informed a number of changes and shaped the development of the final model grants proposed for endorsement (**Appendix B**).

The review recommends increasing the total grants pool by \$102,861 which will create a total annual grants pool of \$516,300 (excluding quick response grants) and a three year partnership grants pool of \$354,000. If adopted, this would see a total cash pool of \$870,300 (excluding the \$15,000 for quick response grants). This model would also include a \$100,000 venue hire support funding pool.

Compared to the budget for grants and funding agreements in the 2018/19 financial year, the final proposed model requires an additional **\$110,361** p.a. to fully implement. This would include the additional \$102,861 in grant and partnership funding and \$7,500 per annum to extend Council's existing Smarty Grants software licence.

It is proposed that the small and medium grants and venue hire support would open in early March 2019 with the three year partnership grants to commence in April 2019. Other grant programs would commence from July 2019.

Recommendation

That Council:

- (1) Notes the Grants Review Issues Paper.
 - (2) Adopts the proposed annual grants model, effective from 2019/2020, which will include:
 - a) Small grants providing up to \$3,000, with a total pool of \$100,000
 - b) Medium grants providing up to \$15,000, with a total pool of \$225,000
 - c) Venue hire support of up to \$8,000 per applicant per year, with a total pool of \$100,000
 - d) Quick response grants, providing up to \$1000 in cash and /or venue hire support outside of the regular grants round, with a cash pool of \$15,000 and a venue hire pool to be determined following the closure of the main venue hire support program
 - e) Social Enterprise Grants with a total pool of \$40,000
 - f) Celebrating Darebin Grants with a total pool of \$50,000
 - g) Youth Projects Grants up to \$5,000, with a total pool of \$25,000
 - h) Leisure Minor Works Grants of up to \$10,000, with co-contribution required, with a total pool of \$66,300
 - i) End of year events grants of up to \$2500 for emergency relief organisations, with a total pool of \$10,000.
 - (3) Honours the funding agreements currently in place for 2018/2019 with Your Community Health, Darebin Ethic Communities Council, Darebin Community Legal Centre, Darebin Information and Volunteer Resource Service, Preston Symphony Orchestra, Darebin City Brass Band, Reservoir Neighbourhood House, Brotherhood of St Laurence, but does not renew these agreements beyond the 2018/19 term.
 - (4) Establishes a Three-Year Partnership Grants program with a total pool of \$354,000, spread across the categories of environment and sustainability, equity, inclusion and wellbeing, key cultural organisations and youth partnerships, to open every three years commencing in 2019.
 - (5) Authorises the Chief Executive to append \$6000 for the 'East Reservoir End of Year event' via a variation of agreement to the Operational and Program Delivery Funding Agreement with Reservoir Neighbourhood House for the term of 1 July 2018 to 30 June 2023, with the option to extend to 30 June 2026.
 - (6) Establishes new Community Grants Guidelines that encompass the new grants model, for endorsement by the Executive Management team.
 - (7) Approves the proposed net \$117,500 increase in community grants program operating expenditure to fund the above changes.
 - (8) Undertakes a review of the MOU in place with Darebin Ethnic Communities Council in order to develop a new MOU that reflects the 2017-2021 Council Plan and proposed grants model.
-

BACKGROUND / KEY INFORMATION

Council currently provides financial support to community groups and organisations through grants and funding agreements. The majority of funds are distributed through the Community Grants Program. Council's grants are strongly valued by the community and provide many groups with essential support. Council investment has also enabled ideas and projects to grow and go on to attract additional funding.

The grants review has considered cash and in-kind venue hire support provided by Council to community groups, organisation and individuals. The scope of the review includes:

- Eight (8) grants programs operating across the organisations with a total 2018/19 budget allocation of \$518,100 in cash as well as \$80,000 in-kind venue hire support.
- Ten (10) funding agreements with community organisations with a total 2018/19 budget allocation of \$249,339.

The total cash budget for grants considered by this review is therefore \$767,439, with \$80,000 in-kind venue hire support.

Outside the scope of this review are the following:

- Seven agreements in place with Neighbourhood houses and the Darebin Information and Volunteer Resource Service. These agreements are in place until 2026, but will be considered as part of this review as part of the longer term.
- The Funding and Support program for seniors clubs with a 2018/19 budget allocation of \$149,000. This will be reviewed as part of the Age Friendly Darebin Review but will be considered in the broader context of this review.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

- Darebin Ethnic Communities Council
- Your Community Health
- Darebin Community Legal Centre
- Darebin Information and Volunteer Resource Service
- Reservoir Neighbourhood House
- Darebin City Brass Band
- Consultation will all relevant internal departments
- Benchmarking was undertaken with nine metro Melbourne Councils.
- Stage one community consultation in September was undertaken via an online survey distributed to all grants databases and promoted via Your Say Darebin. Face to face meetings were also held with a number of organisations currently on funding agreement arrangements. The survey received 69 responses from previous grant applicants, mainly community grants. This feedback informed the issues paper attached as Appendix A.

- Stage two community consultation on the proposed model was undertaken via distribution of the issues paper via the following channels
 - Your Say Darebin
 - Sent to over 200 groups and organisations across council's various grants databases.
 - Sent to all Council advisory committees and other reference groups and networks convened by Council.
- Written submissions were received from seven organisations/groups and meetings were held with four organisations. This feedback is further outlined in the discussion section.
- Darebin's grants programs provided a strong platform to engage with Darebin's diverse community, with organisations and groups representing people of various abilities, ethnicity, sexuality, faith, age and socioeconomic status.
 - Over 30% of groups on the community grants database alone were CALD groups and organisations, in addition the issues paper was shared with the Darebin Interfaith Committee.
 - Over 20% of groups on the community grants database represent older adults.
 - Approximately 6% of groups work specifically with people who have a disability.
 - The GLBTIQ grants program provided an extended reach to approximately six organisations and groups who represent GLBTIQ residents.

Communications

A communications plan has been developed to accompany the review. This outlines key messages that will be used at each stage of the consultation and engagement process. This will include additional and modified information sessions and support for applications to support them to access the new grants model and determine which grant is the best fit for their group and proposal.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

Council's grant programs provide a mechanism to meet multiple goals of the Council Plan and other strategic documents. Reviewing Council's grants programs was identified as an action in the Council Plan Action Plan for 2018/19.

The recommendations outlined in the issues paper below seeks to create a grants model that enables investment in community to meet these goals under transparent and equitable processes.

Environmental Sustainability Considerations

The Energy and Adaption team have been consulted during the review process. The issues paper recognises the opportunity to foster environment and sustainability grants and proposes allocating an additional \$50,000 to environment and sustainability initiatives across medium and larger grants.

Equity, Inclusion and Wellbeing Considerations

The majority of grants and funding provided by the organisation fit broadly within the theme of inclusion, wellbeing and equity. The issues paper has identified opportunities to improve the structure of the grants program to better deliver on these goals. In addition to focused grants, equity can be applied as a central principle in the assessment of all grants, with criteria weighted to programs that seek to reduce inequality and focus on priority groups.

The proposed model includes a funding pool of \$441,300 for grants which specifically meet one or more of Council equity, inclusion and wellbeing goals.

Cultural Considerations

Creative Culture and Events have been consulted during the review process. The issues paper makes recommendations to restructure the Arts Partnership Initiative grant, splitting the funds between annual medium grants and Three Year partnership grants. The proposed model includes a funding pool of \$139,000 for creative grants.

Economic Development Considerations

The issues paper proposes the development of a social enterprise start up grant with a \$40,000 funding pool. This will complement Council Plan – Goal 4.1 – which identifies ‘Support the creation of a social enterprise network within Darebin’ and provide an opportunity to meet social, economic and environmental objectives.

Financial and Resource Implications

The proposed model requires an additional \$110,361 p.a. to fully implement. This would include an additional \$102,861 in grant funding and requires \$7,500 per annum to extend Council’s existing Smarty Grants software licence.

Normally, a service review resulting in additional resource requirements would be submitted for consideration as part of the following year’s budget process. However, community grants need to be advertised well in advance of the relevant year and for this reason, this report recommends approving the increased expenditure.

Legal and Risk Implications

A number of recommendations relating to governance seek to reduce the risk associated with grant programs through the establishment of consistent practices and controls.

The key risks associated with proposed changes relate to the establishment of a Three Year Partnership Grants program. This is proposed to become a three-yearly open competitive process, instead of the annual funding agreements which tend to be rolled over every year. The groups impacted have been consulted to inform the issues paper and final recommendations outlined in this report. The proposed changes has no bearing on the current 2018/2019 funding agreement in place with these organisations.

DISCUSSION

Stage Two Community Consultation Outcomes

Consultation on the issues paper and proposed grants model was open from Monday 17th December and closed on Friday 18th January. Written submissions were received from six organisations/groups and meetings were held with four organisations. Key themes raised through this process are outlined below:

Annual grants

Feedback supported the split of grants into small and medium categories. This was seen as a positive change to make the application process less time consuming for small grants and the increased funding cap in the medium category appealing to applicants who had previously felt the \$6000 limit not worth the application process.

Some feedback requested the development of an annual grant for a priority group / issue, such as a GLBTIQ grant initiated in 2018. Rather than a standalone grant it is recommended that priority groups and issues be specified medium and three year grant categories and weighted accordingly in assessment criteria, with a focus on officer engagement with these groups to support and encourage their application.

Three Year partnership grants

Overall the feedback received from the organisations currently funded through service agreements was positive, with organisations noting that a three year funding cycle would enable programs/projects to work towards implementing longer term strategies that will have better outcomes and impact for our community members, especially as building partnerships and engaging with our most vulnerable groups takes time. There was also positive feedback from groups not currently funded under this model who saw this as a future opportunity for proposals and a fairer, transparent process.

A summary of the specific feedback from the six organisations who provided a written or verbal submission is outlined below:

- **Darebin Information and Volunteer Resource Service (DIVRS)** saw the change as a positive shift that would give potential for their program delivery to expand and deliver more substantial outcomes. DIVRS sought clarity on the eligibility requirements and if organisations based outside of Darebin would be eligible. This will be addressed in the developing eligibility criteria, however it is proposed that organisations outside of Darebin would be eligible, but would need to demonstrate how the program/ service would provide benefit to the Darebin community.
- **Your Community Health (YCH)** identified that the model would provide potential to implement longer term strategies that will have better outcomes and impact for the most vulnerable participants, especially as building partnerships and engaging with community takes time.

YCH also requested that consideration be given to the timeliness of the grants and to open the process as early as possible to minimise the potential for service disruption for agencies who are successful with funding as well as provide time for agencies who are unsuccessful to wind up the project/program and provide any impacted staff with sufficient notice regarding employment. This has been reflected in the proposed opening times for the three year grants.

- **Darebin Ethnic Communities Council (DECC)** saw the three year term as a positive model to enable more long term planning. Of concern for DECC was the competitive application process and that as a resident led advocacy group, as opposed to a service provider, that they didn't fit within the program category. The proposed priority areas for these grants provide a broad remit, which would include advocacy that demonstrated outputs and outcomes aligned to the specific area and Council's strategic objectives.

DECC also sought clarity on how the Memorandum of Understanding between Council and DECC would be affected by this proposed change. The MOU serves to guide and underpin the partnership between DECC and Council and refers the allocation of funding to the 'DECC funding agreement' (considered as part of this review) and states that '*Access to unspecified funding is available to DECC through the Council's Community Grants Program*'. The MOU is therefore not impacted by these proposed changes.

However, the MOU is due to be reviewed in 2019. It is therefore recommended that it be updated to reflect the new grants model and reflect the distinction between partnership and in-kind support, and the allocation of funding.

- **Darebin Community Legal Centre (DCLC)** saw the three year model as a positive change that would enable them to propose expanded and new proposals. DCLC also sought clarification regarding their eligibility to access multiple categories and other grant programs, such as the medium grants for smaller, one off or pilot initiatives. This will be addressed in the developing eligibility criteria, however it is proposed that an organisation such as DCLC would be eligible for multiple applications which would be assessed on merit against the established criteria.
- **Reservoir Neighbourhood House (RNH)** as above saw that the model created potential for longer term goals and sustainability. RNH sought clarity about if the grants would open annually or every three years.

RNH raised concern about the proposal that 'End of Year' event funds would require annual grants application and an annual grants process. Previously, these funds had been transferred to the RNH to deliver end of year events as part of the East Reservoir Neighbourhood Renewal project in 2013.

- **Preston Symphony Orchestra (PSO)** indicated that they welcome the opportunity to apply for a 3-year partnership grant proposed in the review as this would enable longer-term planning, development and collaboration with other groups. The PSO also noted in their feedback the current restrictions of the venue hire subsidy program, and the lack of a 'rehearsal rate' for the Preston Shire Hall, which mean the group must use other venues to reduce costs. This will be considered as part of the next stage of work to reduce barriers for the community to access Council venues.

Changes as a result of the consultation process

The changes made to the proposed model as a result of the feedback received in stage two of the community consultation are outlined below:

- Small grants maximum grant has been increased to \$3,000 and all categories in the medium grants up to \$15,000 to ensure equity of access to funds.
- The equity and inclusion and health and wellbeing categories in the medium grants have been combined in recognition of strong overlap between these topics.
- The venue hire support program budget has been increased to \$100,000 with the cap on applicants increased to \$8,000 per applicant, per year.

- The Quick Response Grants program has been expanded to provide up to \$1,000 in venue hire support and up to \$1,000 in cash grants, available to groups outside of the regular grants program (July – February). A \$15,000 pool for quick response cash grants can be established within existing resources.
- The \$6,000 provided to Reservoir Neighbourhood House for the ‘End of Year Event’ be appended to the Neighbourhood House Operational and Program Delivery Funding Agreement in place between Council and Reservoir Neighbourhood House via a Variation of Agreement (and not subject to a grant application process).
- Priority areas have been proposed for the medium and three year partnership grants as outlined in Appendix B. These priority areas reflect Council’s current priorities within these categories and will be reflected in the weighting of assessment criteria. Small grants up to \$3,000 don’t have specific priority areas, but use Council Plan goals more broadly, allowing groups greater flexibility when seeking smaller amounts of funding.

Final proposed changes and structure

1. Resource allocation

The proposed model seeks an additional \$110,361 to implement, of which \$102,861 is an increase to the total grants and funding partnership pool.

As identified in section 5.2 of the issues paper, while Council’s current investment is moderate in comparison to other metro Councils, the allocation does not match Council strategic intent in a number of areas, most notably environment and sustainability. The additional resources will provide:

- \$50,000 environment and sustainability grants across medium and larger grants (addition to existing grants stream).
- \$40,000 to a social enterprise start up grant (new grant stream).
- \$20,000 to a youth projects grant to support the delivery of the Darebin Youth Citizens Jury Solutions (new grant stream, replacing the Youth Encouragement Scheme).

These grants seek to improve the strategic alignment and provide a stronger platform to deliver the objectives of the Council Plan.

An additional \$7,500 is required to extend Council’s Smarty Grants software licence to move all grant programs onto this platform. This will create a more consistent, coordinated and accessible approach to grant management.

2. Restructure of community grants program into small and medium grants

The community grants program is proposed to be split into two categories; small grants and medium grants.

- Small grants will provide up to \$3,000 to support initiatives which reflect one or more of the Council Plan goals.
- Medium grants will include four categories that reflect Council’s goals and up to \$15,000 to support initiatives which support the Council’s Plan goals and provide social, wellbeing, environmental or cultural benefits for our community.

This change responds to feedback from community and assessors which consistently identified that the current application process is onerous and requires a significant level of detail for the amount requested. In addition, many groups indicated that the \$6,000 cap was not sufficient to support their projects.

Over the past four grant cycles 45% of funded applicants received \$2,000 or less and 63.7% of funded applicants received part funding. Consultation with program assessors identified, while there is always difficulty meeting target budgets against the demand, the primary reason for part funding of applications is that most do not strongly align to Council's goals, or the business unit's strategic objectives.

While Council should seek to ensure that all our grants align with our strategic objectives, the extent to which they align will vary. Council's grants program should seek to ensure that it provides some capacity to support community activities that have great value to those involved, while still supporting more developed projects that can demonstrate deliverables that align to the Council plan. These proposed changes were positively received in all submissions received in stage two of the community consultation.

Following community consultation small grants have been increased to \$3,000 and all categories in the medium grants up to \$15,000 to provide equity in access to funds across these themes.

While the model indicates a budget set to each medium grant category, there would be flexibility to move funds based on demand and need, to ensure that applications meeting multiple objectives receive priority.

3. Venue Hire

Council's venue hire subsidy program enables community to access Council venues free of charge or at a subsidised rate. \$80,000 is allocated to this program, which is centralised in the community grants budget and paid to venues for approved bookings via an internal transfer.

Community feedback in both stages of the consultation process consistently noted that while venue support is vital to their group, the application process was tedious, complicated and long.

The issues paper recommends removing the centralised application process and incorporating a 'free venue hire' option into the existing fees and charges schedule for venues, which can be accessed by groups *only upon application*. This recommendation focuses on the goal of this program to provide community with subsidised / free access to Council's venues and maximise the venue use, through a model that reduces administration, improves efficiency and creates agility to respond to community need.

Following stage two of the consultation process, it is recommended that a staggered change to the provision of venue hire be implemented, with the following changes to be implemented in the 2019/20 round:

- Modify the application form to make the application process easy, with questions tailored to the amount requested.
- Increase of the cap for venue hire applications to up \$8,000 per group, per year
- Increase the overall venue hire budget to \$100,000 per year.
- Increase the amount available via the quick response venue hire support program up to \$1,000, available upon application outside of the regular grants round until funding is exhausted.

Further to this, in addition to participating in the regular venue support grants round in 2019/20, outside of this cycle the Community Hubs (Keon Park and Darebin North East Community Hub, Intercultural Centre and Reservoir Community Learning Centre) will act as pilot sites to trial the 'free upon application' model.

The centres will pilot the incorporation of a 'free venue hire' option into the existing fees and charges schedule for venues, which can be accessed by groups only upon application. To determine the provision of free access, the application would be assessed against eligibility criteria that assesses the need of the applicant against the specific objectives of the centre and the objectives of Council to provide equity of access to our venues.

This pilot will test this processes and the impact it has on resources at these centres, which will help inform further changes to the provision of free / subsidised venue access across the organisation.

Additional work will be undertaken in 2019 to identify the capacity of other relevant venues to provide greater access to community. This will include identify opportunities to reduce or remove factors that require additional overheads for hirers, such as the need to have staff present at the venue for community access or the lack of a 'rehearsal rate' at venues.

4. New grants

Three new grants programs are proposed:

- \$40,000 Social Enterprise grants - Funding to support start up or expansion of Darebin based social enterprises which support one or more of the Council Plan goals.
- \$25,000 Youth Projects grants – funding to support the delivery of the Darebin Youth Citizens Jury Solutions.
- \$15,000 Quick Response Cash grants – funding up to \$1,000 available upon application after the closure of the Small and Medium grants program (approx. July – February)

These programs respond to gaps identified in the strategic alignment. Social enterprise funding is an increasingly common Council grant program, providing an opportunity to address social, economic and environmental objectives.

The Youth Projects Grants would replace the Youth Encouragement scheme, which provides individual support (\$500) for young people to participate in leadership activities / representative sport. The community impact is deemed minimal as the \$5,000 program is consistently under subscribed. Most applications received are to support young people's participation in representative sporting activities, which could be alternatively supported by the state government "Athlete Pathway Travel Grants Program", available multiple times a year.

In addition the Quick Response Cash Grants program with a pool of \$15,000 has been proposed following the community consultation phase. This will provide a transparent and consistent mechanism for Council to respond to requests for support that fall outside of the regular grants cycle. The program can be added into the grants model without additional resources.

5. Three Year Partnership Grants

Council currently provides \$249,339 in annual funding agreements to 10 organisations based and/or providing services in the City of Darebin.

The issues paper recommends ceasing these annual agreements and establishing a competitive Three Year Partnership Grants program to support initiatives that align with Council's priorities across the areas of wellbeing, inclusion reducing inequality, sustainability and creative culture.

The current process doesn't present a transparent consideration of which organisations get funded and reduces the visibility of these programs to the wider community. Initial feedback from these organisations indicated that while there some security in the model not being competitive, there is no ability to pitch for extra funds. In addition, annual agreements reduce the ability to plan ahead, attract other funds and establish more robust, long term community outcomes.

Benchmarking of other Councils identified that a multi-year partnership grants model is utilised to support organisations to deliver services and programs that align to Council's goals. In addition to providing a more transparent process, a three-year grants program would enhance the ability to achieve Council's goals by investing in and partnering with new organisations to deliver high quality service and programs.

The organisations currently on annual funding agreements who would be impacted by this change and would be required to seek funds through the proposed competitive three year grants model are:

Funded organisation	Summary of funding purpose/s	Council contribution 2018/19
Your Community Health	Men's Shed and food security funding	\$44,000
Darebin Ethic Communities Council	Operational funding	\$25,000
Darebin Community Legal Centre	Legal outreach funding	\$14,157
DIVRS	Fruit squad funding	\$66,182
Preston Symphony Orchestra	Operational funding	\$8,000
Darebin City Brass Band	Operational funding	\$8,000
Reservoir Neighbourhood House	Food Hub (first funded in 2018/19)	\$34,000
Brotherhood of St Laurence (first funded in 2018/19)	Asylum seekers advocacy & support program	\$50,000
Total		\$249,339

While this recommendation will be a significant change for the organisations who currently receive annual funding agreements, the feedback received during stage two of the consultation process (as outlined above) was positive. Organisations noted that a three year funding cycle would enable programs/projects to work towards implementing longer term strategies that will have better outcomes and impact for our community members.

The program will open in late March / early April 2019, with applications notified in late May 2019 to ensure the potential impact on existing projects is minimal. It is anticipated that there would be interest from a wide range of organisations to seek funding through this model.

Following the consultation period and feedback received, it is recommended that the \$6000 provided to Reservoir Neighbourhood House for the 'End of Year Event' be appended to the Neighbourhood House Operational and Program Delivery Funding Agreement in place between Council and Reservoir Neighbourhood House via a Variation of Agreement. This is in recognition that event is a core function of the House that Council committed to support following the completion of the East Reservoir Neighbourhood Renewal project in 2013.

6. Governance

The issues paper outlines a range of recommendations to enhance the governance processes. Most notably these include:

Grant management and governance

- Update the current Community Grants Policy to encompass all programs and implement standard governance practices and risk management controls.
- Centralise the coordination of all grants programs under the Community Grants Officer.
- Create a centralised portal that contains all relevant information on the grants offered by Council and create an overarching grants communication plan.
- Integrate all grants programs onto the Smarty Grants grant management system.

The organisation does not have an overarching grant policy, with the current policy specific to the Community Grants program. While most programs have implemented governance practices and risk management controls, there is no consistency.

There is currently no centralised source of information that outlines the types of grants Council provides, when they are available and how they can be accessed. This misses an opportunity to promote and celebrate Council's investment and the benefit provided to the community.

A new grants policy and a centralised approach under the one grants management system will create a more consistent approach and improve the coordination, timing and communication of Council's grants.

Assessment and Approval

- Explore the establishment of panel assessment processes for grants.

Assessment processes vary across programs, with a mix of two stage independent assessment and two stage panel assessment. Two stage independent assessment is slow, with no dialogue between assessors, and Assessor Two's recommendations are taken as final.

Panel assessment uses a similar concept to Council's evaluation of tender submissions, whereby assessment is undertaken individually and then collectively to discuss variations and finalise recommendations. A panel approach would create a more deliberative assessment process, while improving efficiency.

- All grants programs be reported to Council for noting, and further consideration and risk assessment undertaken to determine the role of Council and external community in shaping recommendations.

None of the grants programs currently involve Council or Councillors in the approval process. Benchmarking of other Councils identified a number of approval processes, ranging from Director sign-off to specialist Grants panels which consist of community members.

The Local Government Inspectorate has previously raised concern about the involvement of Councillors in decision making processes about specific grants. A review identified that Council involvement should be in setting the overarching principles, priority areas and the budget allocation, with assessment and approval being undertaken by the organisation. Concern has also been raised about the role of external community representation in grants assessment.

This review recommends that all grants programs be reported to Council for noting, but further consideration and risk assessment undertaken to determine the role of Council and external community members in shaping recommendations for particular grant programs.

OPTIONS FOR CONSIDERATION

Option One (recommended)

That Council adopts the grants model outlined in **Appendix B**, to be effective from 2019/2020.

The model responds to and reflects community feedback and will provide an effective model for Council to reach its goals via investment in the community and innovative partnerships.

This will require an increase to the operating expenditure of the community grants program in 2019/20 by \$110,361 per annum.

Option Two

That Council endorse the proposed grants model for 2019/20 with minor changes.

Option Three

That Council does not adopt the proposed grants model and make no changes to the existing grant program structure and budget.

IMPLEMENTATION STRATEGY

Details

The grants programs will be developed and implemented as per the timelines outlined in **Appendix B**. As the small and medium grants, venue hire grants are to open in March and three year partnership grants in April 2019, work has commenced to prepare the application forms, priority areas and assessment criteria in preparation of these timelines.

New grants will commence from the 2019/2020 financial year.

Communication

A communications plan has been developed to accompany the review. This outlines key messages that will be used at each stage of the consultation and engagement process. This will include additional and modified information sessions and support for applications to support them to access the new grants model and determine which grant is the best fit for their group.

Timeline

- The proposed timelines for each grant program is outlined in **Appendix B**.
- Programs will be evaluated annually to identify opportunities for continuous improvement, with a more comprehensive evaluation recommended in 2022.

RELATED DOCUMENTS

N/A.

Attachments

- Grants Review Issues Paper for community consultation - December 2018 (**Appendix A**) [↓](#)
- Final proposed grants model for 2019 -2020 (**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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Grants Review

Issues Paper for community consultation – December 2018

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EXECUTIVE SUMMARY

The grants review has considered cash and in-kind venue hire support provided by Council to community groups, organisation and individuals. The review has identified a number of changes across the areas of strategic alignment and structure, resource allocation and governance.

These changes seek to create a grants model that meets the community's needs and aspirations, and provides effective avenues for Council to invest in the community to reach its goals. It seeks to be agile and accessible to the community, while still demonstrating a high level of transparency in the distribution of public funds.

The review recommends increasing the total grants pool by \$110,000 which will create a total annual grants pool of \$512,300 and a three year partnership grants pool of \$354,000, a total pool of \$866,300. This includes the establishment two new grants programs, restructuring the existing community grants program and establishing a three year partnership grant category to distribute larger grants.

Recommendations summary

Strategic alignment and resource allocation

1. Allocate \$50,000 to environmental and sustainability grants, to be distributed through a specific environmental stream in both annual medium grants and three -year partnership grants.
2. Allocate \$40,000 to a social enterprise start up grant to be piloted in 2019/20 and reviewed after two years to determine the ongoing need.
3. Cease the Youth Encouragement Scheme and allocate an additional \$20,000 to establish an annual Youth Projects Grant which focus on supporting the solutions of the Darebin Youth Citizens Jury.

Grant structure and programs

4. Split the current Community Grants program into two categories, small and medium grants and tailor the application process appropriate to the amount available. Consider offering the small grants bi-annually.
5. For medium grants, ensure that application form ask questions specific to the category and that the each category contains priority areas that aligns with Council's objectives.
6. Split Arts Partnerships Grants into two programs – move \$64K for key cultural organisations into an \$8K x Three Year Partnership Grant, with the remaining \$24K supplementing an annual creative Projects Grant category.
7. Explore a new model to provide venue subsidy/support which is incorporated into the existing fees and charges schedule and managed by the venue, under an organisational wide framework to inform assessment.

Funding agreements

8. Establish a competitive Three Year Partnership Grants program to support programs and services that align with Council's priorities across the areas of wellbeing, inclusion reducing inequality, sustainability and creative culture.
9. \$42,000 for Family Violence Support Outreach programs into the Three Year Partnership Grants.
10. Allocate \$6000 for the Reservoir end of year event into Celebrating Darebin – seed funding for community event program

Governance

11. Update the current Community Grants Policy to encompass all programs and implement standard

governance practices and risk management controls.

12. Integrate all grants programs onto the Smarty Grants grant management system.
13. Centralise the coordination of all grants programs under the Community Grants Officer.
14. Create a centralised portal that contains all relevant information on the grants offered by Council and create an overreaching grants communication plan.
15. Explore the establishment of a panel assessment processes for all programs.
16. All grants programs be reported to Council for noting, and further consideration and risk assessment undertaken to determine the role of Council and community members in shaping recommendations.

BACKGROUND AND CONTEXT

Council currently provides financial support to community groups and organisations through grants and the development of funding agreements. The majority of funds are distributed through the Community Grants Program.

The review considered cash and in-kind grants provided by Darebin Council to community groups, organisation and individuals. The scope of the review includes:

- Eight (8) grants programs operating across the organisations with a 2018/19 budget allocation of **\$518,000** in cash and **\$80,000** in-kind venue hire support.
- Ten (10) funding agreements with community organisations with a 2018/19 budget allocation of **\$249,339**.

This review considers a total cash budget of **\$767,339** and **\$80,000** in-kind venue hire support.

Appendix A- Summary of Grants and Funding Agreements should be referred as the scope of programs for this review.

PURPOSE

The grants review critically examined the grants and funding agreements to identify recommendations to enhance the strategic alignment of the program to Council's aspirations and create a program that is accessible, fair and agile to support the needs of the Darebin community.

The issues paper proposes recommendations to ensure that:

- the strategic intent reflects the Council Plan objectives.
- the budget is sufficient to support the community need and the investment reflects Council's priorities.
- the process is accessible and easy for community.
- the program is agile and responsive to community need.
- the program adheres to a high level of transparency

CONSULTATION PROCESS

The issues paper and recommendations have been informed by the following elements:

- Benchmarking of nine Local Government grants models.

- Internal consultation with six Departments currently operating grant programs and/or involved in assessing Community Grants.
- Consultation with six organisations currently on funding agreements.
- Community consultation via an online survey and *Your Say Darebin*. The survey received 69 responses, with the feedback outlined in the issues paper.

KEY FINDINGS

1. Strategic alignment and resource allocation

With the exception of the community grants program, the seven grants programs provided by the organisation have been established within the last 5 years. Programs have evolved for various reasons, with no strategic overview. Some programs been created as a way to administer an existing funding arrangement through a more transparent arrangement, others to address a gap or need within the community, or to create a more effective way to deliver an activity.

The consequence of this approach has resulted in a program that does not strongly align to the strategic intent of the 2017-21 Council Plan and other strategic documents in both what is funded and how resources are allocated.

The 2018/19 budget allocation to grants and funding agreements is \$767,339 cash and \$80,000 of in-kind venue hire support. The table below outlines the total investment across seven local government areas including Darebin, per capita funding and EFT allocated to grants administration.

Table 1: LGA grant and funding investment

LGA	Funds (cash and venue hire)	Population (2016)	Per capita funding	Number of grants	EFT full time equivalents
Stonnington	\$617,148*	103,832	\$5.94	112	1
Moreland	\$627,000	162,558	\$3.85	207	1
Darebin	\$847,339	158,745 (2017)	\$5.33	243	1
Port Phillip	\$958,822	100,863	\$9.50	176	1
Boroondara	\$1.5m	167,231	\$8.96	87	1.25
Yarra	\$2.089m	86,657	\$23.00	260	2
Melbourne	\$13m	135,959	\$95.60	320	13

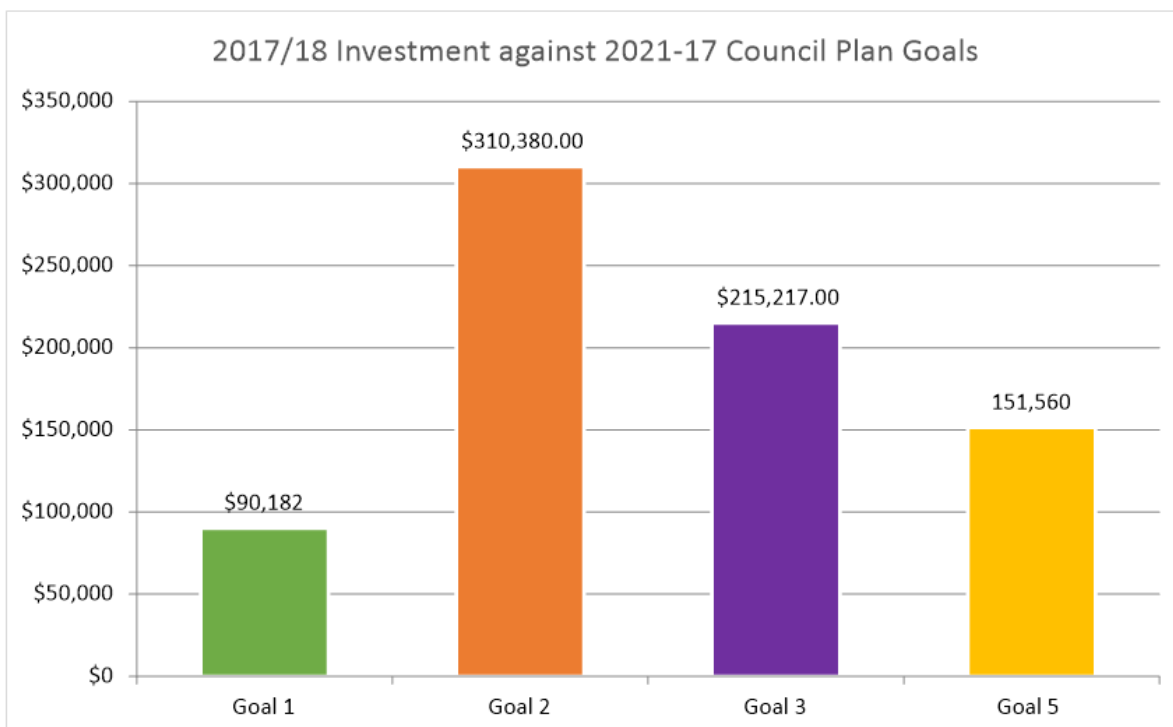
*This figure does not capture all funding agreements

While Council's overall investment pool is substantial and per capita investment is moderate, the allocation of funds does not reflect the priorities of the Council plan, of facilitate Council to deliver on these objectives via investment in community.

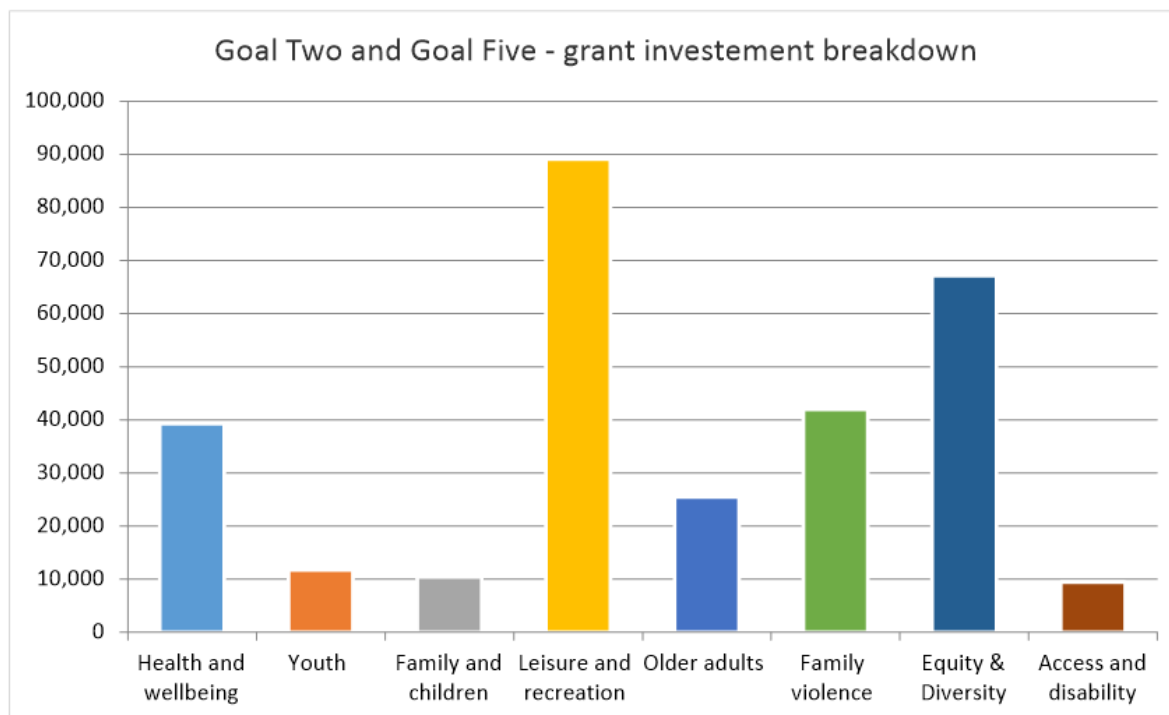
The graph below illustrates Council's current investment against the 2017-21 Council Plan goals through grants.



The graph below outlines Councils current **total** investment against the 2017-21 Council Plan goals through grants and funding agreements.



Goal Two and Goal Five cover a broad range of initiatives relating to wellbeing and inclusion and a number of grants provided align to both goals. A breakdown is presented below.



As illustrated above the allocation of funds across Goals Two, Three and Five which support the categories of community wellbeing, equity and diversity and arts and culture are mostly well resourced.

To better reflect Council's strategic goals, there is scope to consider a more focused investment in youth grants. Outside of the small allocation in Community Grants and the Youth Encouragement scheme (individual support) there little youth focused investment. The Youth Encouragement scheme been under subscribed, with applications received specifically to support young people's participation in representative State, National or International Sporting teams. The state government offers an "Athlete Pathway Travel Grants Program" is open multiple times per financial year to support athlete pathways in representative teams.

It is recommended that the Youth Encouragement Scheme cease and an additional \$20,000 funds be allocated to establish an annual Youth Projects Grant which focus on supporting the solutions of the Darebin Youth Citizens Jury.

Further to this, the key resource gaps relate to Goal 1 and Goal Four and are outlined below.

Environment and Sustainability

The current resource allocation for environment and sustainability grants does not match Council's commitment, with \$90,182 allocated in 2018/19. This includes \$24,000 in the Community Grants program, and \$66,182 in one annual funding agreement. The table below outlines sustainability and environmental grant benchmarking.

LGA	Program	Total Budget
Yarra	1. Support smaller projects up to \$4,000 to deliver sustainability outcomes 2. Support larger/more complex sustainability projects up to \$15,000	\$52,000
Banyule	1. Environmental Sustainability up to \$8,000 2. Sustainability Workshops up to \$3,000	\$75,000

	3. Residential Home Energy Audits	
Hobsons Bay	Environment grants of up to \$2,000	\$20,000

Increasing the allocation to environment and sustainability initiatives will support Council to deliver on its objectives in this space, particularly in the areas of reducing single use plastic, responding to the climate emergency and other priorities. Consultation with officers within the Energy and Adaption Unit identified that the most suitable grant offerings would be annual medium grants up to \$15,000, with approx. two large partnership grants on a three year term. As the sector further develops there opportunity to review and adjust as required.

Economic Development

A further opportunity to improve strategic alignment with investment is in relation to Goal Four, in particular supporting the development of social enterprises in Darebin. Council's Economic Development area increasingly receives requests for support in this space. While there is capacity to provide in-kind support and seek to enhance our internal processes for small businesses, there is currently no mechanism to provide cash support.

Social enterprise funding is increasingly a common Council grant program, providing an opportunity to address social, economic and environmental objectives. Current social enterprise grant programs include:

LGA	Program	Total Budget
Yarra	Annual Grants Social Enterprise program up to \$25,000 to Support local NFP or businesses to establish innovative revenue generating projects	\$90,000
Ballarat	Social Enterprise Grants Program The grant limit for this category to be based on an Economic Benefit Test.	\$75,000
Melbourne	Social Enterprise grants – currently under review – provides up to \$25,000 to encourage the establishment and expansion of social enterprises that enhance the City of Melbourne's reputation for business vitality, diversity and inclusiveness.	Not available
Parramatta	<ul style="list-style-type: none"> Social Enterprise Business Plan Grants - up to \$2,500 are available for groups or individuals at the concept stage of a social enterprise project Growing Social Enterprise - social enterprise that is currently sustainable and you're looking expand your operation. 	\$80,000

The Council Plan – Goal 4.1 – identifies '*Support the creation of a social enterprise network within Darebin*' as an action for the 2018/19 financial year. Part of the remit of this network will be to identify what support these businesses need, which would help inform a pilot funding program. It is recommended that a social enterprise start up grant be piloted in 2019/20, with the intent to review after two years.

Funding would be provided to assist start-ups with basic infrastructure such as the purchase of a coffee machine and installation, and/or business planning, digital marketing and training support. It is proposed that funds would be capped and allocated according to a criteria that prioritises applications that support Council's equity, wellbeing and sustainability objectives.

A further area where businesses require support is with capital works to improve accessibility for people with a disability. There are few examples where by Council's invests in works on private property, however Council may wish to consider what their role could be in supporting businesses to make these premises more accessible and inclusive for people with a disability.

Recommendations:

1. Allocate \$50,000 to environmental and sustainability grants, to be distributed through a specific environmental stream in both annual medium grants and three -year partnership grants.
2. Allocate \$40,000 to a social enterprise start up grant to be piloted in 2019/20 and reviewed after two years to determine the ongoing need.
3. Cease the Youth Encouragement Scheme and allocate an additional \$20,000 to establish an annual Youth Projects Grant which focus on supporting the solutions of the Darebin Youth Citizens Jury.

2. Grant structure and programs

Of the current grant programs, seven of the eight are targeted to specific initiatives and topics. The Community Grants program is a generalist grants program where groups can access funds for initiatives that align to one or more of the Council Plan goals. This analysis will focus on the community Grants program, with analysis for the other programs outlined in Appendix A.

2.1 Accessibility

Under the community grant program applicants are required to provide the same level of information whether applying for \$500 or \$6000. Feedback from survey participants and Council officers indicated that the current application form is an onerous process. A number of survey responses indicated that they found the application process repetitive and required a significant level of detail for the amount available.

One community grants round is provided each year with an application window between February – April. This model does not reflect how community ideas grow and develop, it doesn't enable community to respond to issues and preferences recurrent groups who are already aware of the program. It limits Council's ability to be agile and support community needs as they emerge.

A further barrier identified in the program is for individual artists, who are not eligible to apply without an auspice arrangement. This restricts a large portion of artists in the Darebin community. The medium Grants seeks to respond to this through a Create Projects category that seeks artists led community projects, led by either an individual artist or organisation.

2.2 Categories

While applicants need to identify how their programs aligns to one or more of the Council Plan goals, it does not contain specific categories, and streams are only created for the purpose of assessment. As a result, within a stream such as 'Equity and Diversity', applications range from volunteer led grass roots programs to well-developed projects submitted by organisations. In a competitive grants process this favours organisations, who often have experienced grant writing as paid staff,

2.3 Quality V Quantity

The assessment approach currently applied is to fund many applications small amounts, as opposed to funding fewer initiatives the full amount. Analysis of the past four grants cycles demonstrates that:

- 63.7% of funded applicants receive part funding.
- 62% of funded applicants received 50% or less of their requested amount.
- 22.5% of funded applicants received 75% or more of their requested amount.
- 45% of funded applicants received \$2000 or less.
- Only 8 applicants (1.4%) received \$6000.
- 20% of applications were declined.

The high amount of part funded applicants and applications receiving 50% or less of requested amounts is indicative of two factors:

- The programs budget is consistently oversubscribed, with the requested amount more than double the available budget.
- The applications received does not warrant the awarding of full funds and do not strongly align to Council's strategic objectives.

Further consultation with program assessors identified while there is difficulty meeting targets budgets against the demand, the primary reason for part funding of applications is that most applications received do not strongly align to Council's goals, or the business unit's strategic objectives.

Feedback from assessors and the analysis of the program indicates that the applicants which receive \$4000 or above and strongly align with Council's strategic objectives are primarily organisations, not community groups.

While Council should seek to ensure that all our funded programs align with our strategic objectives, the extent to which they align will vary. Council's grants program should ensure that it provides some capacity to support community activities that have great value to those involved, while still supporting more developed projects that have the capacity to demonstrate deliverables relating to the Council plan goals.

Many Councils have recognised this tension and created a flexible grants model with multiple categories, including smaller grants up to \$2000, often available multiple times each year or until the funds are exhausted. To manage the administration burden of multiple grant rounds, the application and assessment process is scaled to the amount of funding provided, while still retaining key risk controls.

2.4 Promotion

Council can significantly improve the promotion and communication of our grants program. There is currently no centralised source of information that outlines the types of grants Council provides, when they are provided and how they can be accessed. Council offers a diverse and substantial amount of community investment, however the current approach misses an opportunity to celebrate this investment and the benefit provided to community.

2.5 Venue Hire subsidy program

Council's venue hire subsidy program enables community groups and organisations to access Council venues free of charge or at a subsidised rate. \$80,000 is allocated to this program which is centralised in the community grants budget and paid to venues via an internal transfer.

The current process is outlined below, this takes place over four months

- Group contacts venue to get quote and make tentative booking
- Groups makes online application for venue subsidy
- Grants officer allocates application to relevant venue
- Two venue officers assess application
- Applicant and venue is notified of outcome.
- Applicant confirms booking with venue.
- Internal charge once a quarter between venue and community grants program.

This process is time consuming for community and requires significant administration from Council staff. Analysis of the current venue hire recipients and feedback from venue officers indicates that the program

primarily supports reoccurring bookings. As the program is only available once a year, it has limited agility to respond to community needs as they emerge outside the grant cycle, even when a venue has availability and the groups has a demonstrated need.

If the intention of this program is to provide the community with subsidised / free access to Council's venues and maximise the venue use, the model and process to administer this support can be streamlined.

A model to further explore would be removing the centralised application process and incorporating a 'free venues hire' option into the existing fees and charges schedule for venues, which can be accessed by groups only upon application.

Application and assessment would take place directly with the venue, with all venues making assessments against a shared framework, along with criteria specific to the objectives of the venue. There is also scope to remove the \$80,000 cap and enable which venues to determine how much in-kind venue support can be provided within the scope of their purpose and objectives.

This recommendation requires further consideration and development to further understand potential issues, risks and how the process would be implemented to ensure it remains a transparent decision making process.

Recommendations

4. Split the current Community Grants program into two categories, small and medium grants and tailor the application process appropriate to the amount available. Consider offering the small grants bi-annually.
5. For medium grants, ensure that application form ask questions specific to the category and that the each category contains priority areas that aligns with Council's objectives.
6. Split Arts Partnerships Grants into two programs – move \$64K for key cultural organisations into an \$8K x Three Year Partnership Grant, with the remaining \$24K supplementing an annual creative Projects Grant category.
7. Explore a new model to provide venue subsidy/support which is incorporated into the existing fees and charges schedule and managed by the venue, under an organisational wide framework to inform assessment.

3. Funding Agreements

Council currently provides \$249,339 in annual funding agreements to 10 organisations based and/or providing services in the City of Darebin. Most of these agreements are a legacy 'no cap' three year grants, previously managed through the community grants program. These agreements are development on an annual basis between a council officer and the organisation, with the amount fixed year to year. Without a formal process to request larger grants, the annual budget submission process has become a default mechanism for organisations to access funds.

The agreements fall into three categories; extension of service, project funds or operational funding, which in noted in Appendix A. Consultation took place with organisations currently on these agreements to discuss the strengths and weaknesses of this process, summarised below:

Pros

- The developmental process with Council officers allows for flexibility and negotiation in what is delivered each year.
- The bi-annual reporting is manageable with KPIs negotiated.
- Current agreements support staff salaries, which is essential to deliver the service, and often not supported through other grant programs.

Cons

- Annual agreement agreements reduce the ability to plan beyond one year, the ability to attract other funds and establish more robust, long term community outcomes.
- As there is no application process there is no ability to pitch for extra funds to change or expand a service.
- There is no mechanism to access / apply for core organisational support, funding agreements are only for specific programs / service extensions (this excludes DECC who receive organisational support funding).
- The process doesn't present a fully transparent, robust consideration of which organisations get funded and for how much. It also reduces the visibility of these programs to the wider community.
- Some organisation felt it was unfair that they compete with smaller community groups community grant fund funds, but engage in the process as there is no alternative.

Benchmarking of other Councils identified that a multiple year – partnership grants model is utilised to support organisations with large grants to deliver services and programs that align to Council's goals. These grants often require the application to demonstrate a co-contribution and may have a focus on a particular issue, group or area.

It is recommended that Council cease annual agreements and establish a three-year partnership grants program. In addition to providing a more transparent process, a three-year grants program would enhance the ability to achieve Council's goals by investing in and partnering with organisations to deliver high quality service and programs. Grants categories can be tailored to focus on specific groups, locations and issues and agreements would have annual and three year KPIs to ensure that the impacts and outcomes can be measured. Each funding agreements would be supported by a Council officer who would work closely with the organisation of the term of the grant.

Most organisations are of the practise of applying for this type of funds through a competitive process and would welcome this change.

Recommendations

8. Establish a competitive Three Year Partnership Grants program to support programs and services that align with Council's priorities across the areas of wellbeing, inclusion reducing inequality, sustainability and creative culture.
9. Allocate \$42,000 for Family Violence Support Outreach programs into the Three Year Partnership Grants.
10. Allocate \$6000 for the Reservoir end of year event into Celebrating Darebin – seed funding for community event program.

4. Governance

The Community Grants Program Policy 2017-21 informs the delivery of the Community Grants Program, in terms of governance and structure; application and approval process; assessment, grant management; and review and evaluation. The Policy is specific to this program and does not include other grants. In line with the review and development of a new grants model, the policy should be reviewed and extended as an overarching framework for all grants.

Best practise in grant management recommends a number of controls to reduce risk and promote transparent decision making. The table below outlines how current grants offerings currently reflect some of these controls:

	Pool	Multiple assessors	Conflict of interest declaration	Acquittal required	Smarty Grants	Approval
Arts partnership initiatives	\$88,000	✓	✓	✓	✓	Manager
Community Grants Program	\$316,800	✓	✓	✓	✓	Executive
GLBTIQ grants program	\$20,000	✓	✓	✓	✓	Manager

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Leisure minor works funding program	\$66,300	✓	✓	X	X	Manager
Local community events partnership scheme	\$50,000	✓	✓	✓	✓	Manager
PVAW Outreach	\$42,000	✓	✓	✓	X	Manager
Youth Encouragement Scheme	\$5,000	✓	✓	X	X	Coordinator
Christmas events	\$10,000	✓	✓	✓	X	Coordinator

Assessment and Approval

Assessment processes vary across programs, with a mix of two stage independent assessment and panel assessment. Two stage independent assessment requires assessor one to complete assessment before assessor two can commence. Within community grants, there is no dialogue between assessors and assessor two's recommendation is final.

Panel assessment uses a similar concept to Council's evaluation of tender submissions, whereby assessment is undertaken individually and then collectively to discuss variations and finalise recommendations. A panel approach would create a more deliberative assessment process, while improving efficiency.

None of the grants program involve Council or Councillors in the approval process. Benchmarking of other Councils identified a number of approval processes, ranging from Director sign-off to specialist grants panel which included community members, senior management, and at times Councillors. The use of a grants panel is most commonly applied grant programs over \$5000 and operate once a year. The role of Council varied from noting the recommendations in the chamber, to being involved in shaping the recommendations.

The local government inspectorate office has previously raised concern about the involvement of Council in decision making processes relating to grants. The review identified that Council involvement should be in setting the overarching principles of the grants program, priority areas and the budget allocation, with assessment and approval being undertaken by the organisation. Concern has also be raised about the role of external community representation in grants assessment in relation to conflict of interest.

It is recommended that all grants programs be reported to Council for noting, but further consideration and risk assessment undertaken to determine the role of Council and potential community members in shaping recommendations.

Coordination

Within the exception of Community Grants, grant programs are administered by the business unit related to the grant objective. It is recommended that consideration be given to all grants being coordinated centrally. Significant input would still be required from business units to build grant programs and undertake assessment but a central coordinator would ensure a consistent approach to governance and improve the coordination, timing and communication of Council's grants.

Recommendation

11. Update the current Community Grants Policy to encompass all programs and implement standard governance practices and risk management controls.
12. Integrate all grants programs onto the Smarty Grants grant management system.
13. Centralise the coordination of all grants programs under the Community Grants Officer.
14. Create a centralised portal that contains all relevant information on the grants offered by Council and create an overarching grants communication plan.

15. Explore the establishment of a panel assessment processes for all programs.
16. All grants programs be reported to Council for noting, and further consideration and risk assessment undertaken to determine the role of Council and community members in shaping recommendations.

FINANCIAL IMPLICATIONS

The recommendations outlined in this paper would require an additional \$117,500 to fully implement.

This would include an additional \$110,000 in grant funding and \$7,500 per annum as an extension to Council's existing Smarty Grants software licence.

NEXT STEPS

- Community consultation on proposed grants model December 2018
- Council report and implementation plan February 2019

PROPOSED GRANTS MODEL

Annual Grants

		Grant Amount	Total Pool
Small grants Funding to support community groups to support initiatives which reflect one or more of the Council Plan goals.		up to \$2500	\$100,000
	Christmas events for emergency relief organisations	up to \$2500	\$10,000
Medium Grants Funding to support initiatives which support the delivery of Council's Plan goals and demonstrate social, wellbeing, environmental or cultural benefits for our community.	Environment and Sustainability	Up to \$15,000	\$60,000
	Health and Wellbeing	Up to \$8,000	\$45,000
	Creative Projects – artist led initiatives	Up to \$15,000	\$75,000
	Equity and Inclusion	Up to \$8,000	\$45,000
Celebrating Darebin Grants	Community Events	\$3,000	\$56,000
	True North Events (for events in Reservoir)	\$5,000	
Social Enterprise Start up Grants Funding to support Darebin based social enterprises with start-up costs.		TBD	\$40,000
Youth Projects Projects which respond to the recommendation of the Darebin Youth Citizens Jury and support the inclusion, participation and wellbeing of Darebin's young people.		Up to \$5000	\$25,000
Leisure minor works grants Co - contribution to minor upgrades and infrastructure at Council owned recreation pavilions		Up to \$10,000 with co-contribution required.	\$66,300

Venue Hire support Free or subsidised use of selected Council venues upon application for not for profit groups to support initiatives and activities which reflect one or more of the Council Plan goals.	Yearly cap per group TBC	n/a
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Three Year Partnership Grants

Partnership Grants Three years of funding to deliver programs and services that align with Councils priorities. Eligible organisations will be not for profit organisations that have a proven track record in the provision of quality programs and services.	Environment and sustainability - programs and projects that create a sustainable and address climate change.	TBC	\$80,000
	Reducing inequality - programs and services that improve the wellbeing, inclusion and participation of Darebin's diverse communities.	TBC	\$160,000
	Key Cultural organisations –funding to support Key Cultural organisations location in Darebin.	8 x up to \$8,000	\$64,000
	Youth partnerships - programs and services that improve wellbeing outcomes for Darebin young people.	TBC	\$50,000

APPENDIX A- SUMMARY OF GRANTS AND FUNDING AGREEMENTS PROVIDED IN 2018/2019

2018/2019 Funding agreements	Amount	Description
Brotherhood of St Laurence – asylum seekers advocacy and support	\$50,000	Funding provided for the first time in 2018/19 to deliver the Employment Pathways for People Seeking Asylum (EPPSA) program.
Darebin Community Legal Centre service agreement	\$14,157	Annual funding to provide a free weekly legal outreach service at the East Preston Community Centre.
Darebin Ethnic Communities Council (DECC) service agreement	\$25,000	Annual operational funding to support DECC to deliver initiatives aligned with Council's goals and facilitating Council's engagement with CALD communities.
DIVRS Fruit Squad	\$66,182	Annual funding to support delivery of Fruit Squad program, with expansion funds provided in 2018/19, including \$25,000 to support the purchase of a van.
East Reservoir festival	\$6,000	Annual funding to support the east Reservoir end of year community festival.
East Reservoir food hub	\$28,000	Funding provided for the first time in 2018/19 to support the development of a food hub at Reservoir Neighbourhood House.
Darebin Community Health – men's shed funding	\$32,000	Annual funding to support to the operation of the Your Community Men's Shed in east Reservoir.
Darebin Community Health – food security older adults	\$12,000	Annual funding to deliver food security / social inclusion activities for older adults in east reservoir.
Preston Symphony Orchestra	\$8,000	Annual contribution to operational funding.
Darebin City Brass Band	\$8,000	Annual contribution to operational funding.
TOTAL	\$249,339	
2018/2019 Grants		
Arts partnership initiatives	\$88,000	Grants of up to \$8000 to create new partnerships that enable inclusive artistic collaborations within Darebin to increase access and meaningful participation in the arts for priority communities.
Community Grants Program cash grants	\$236,800	Cash grants of up to \$6000 to support the community to deliver projects and activities that support the 2017-2021 Council Plan goals.

Grants Review Issues Paper 2018

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GLBTIQ grants program	\$20,000	A new program launched in November 2018 which provides grants of up to \$2000 (unincorporated/not auspiced) or up to \$4000 (incorporated) groups or organisations, for projects which demonstrate a positive impact on the wellbeing and/or inclusion of LGBTIQ people and communities connected to Darebin.
Leisure minor works funding program	\$66,300	Funding for minor capital works and equipment grants of up to \$10,000 for groups that are incorporated, not for profit and have an agreement to use a Darebin City Council recreation reserve and/or sporting pavilion. The program requires a 50% co-contribution from club.
Celebrating Darebin – seed funding for community events	\$50,000	A new program launch in October 2018. Community groups can apply for Community Events (up to \$3000) or True North Events for events in Reservoir (up to \$5000). Quick Response Community Events (up to \$1500) are also available all year round.
Family Violence Support Outreach programs	\$42,000	Funding to support organisation within the Darebin Family Violence network to deliver programs and services which support women and children experiencing or at risk of family violence
Youth Encouragement Scheme	\$5,000	Individual grants of up to \$500 to support young people aged 12-25 individuals who experience financial hardship to participate in leadership activities or representative sport.
Christmas events for emergency relief organisations	\$10,000	Small grants to organisations in the Darebin Emergency Relief Network to host End of Year/Christmas events for their clients and community members, many of whom are socially isolated and financially disadvantaged.
	Total cash	
Community Grants Program - venue hire subsidy	\$80,000	In- kind support of up to \$6000 for the hiring costs of nominated Council- owned venues.
	TOTAL	

Contact: Community.Wellbeing@darebin.vic.gov.au or Manager Equity and Wellbeing, T: 8470 8594

Proposed Grants Model 2019/2020

Annual Grants

PROGRAM	CATEGORY	PRIORITY AREAS	GRANT AMOUNT	TOTAL POOL	INDICATIVE OPENING
Small grants Funding to support community groups to support initiatives which reflect one or more of the Council Plan goals.		<ul style="list-style-type: none"> Goal 1: We will be leaders in creating a sustainable city through local innovation projects that address climate change. Goal 2: We will improve the wellbeing of people in our community by providing opportunities for them to live their lives well. Goal 5: We will lead on equity and recognise our diverse community as our greatest asset for solving future challenges. 	up to \$3,000	\$100,000	March 2019
	End of year events for emergency relief organisations	<ul style="list-style-type: none"> Funding to organisations within the Darebin emergency relief network to support end of year events for clients and community members who are socially isolated and experience disadvantage. 	up to \$2,500	\$10,000	October 2019
Medium Grants Funding to support initiatives which support the delivery of Council's Plan goals and demonstrate social, wellbeing, environmental or cultural benefits for our community.	Environment and Sustainability	<ul style="list-style-type: none"> Climate emergency engagement and mobilisation projects which engage/mobilise the community to take genuine and measurable action on the climate emergency Single-use plastic elimination – projects which engage the community to take genuine and measurable action to reduce the use of single-use plastics Biodiversity Sustainable transport: projects which increase sustainable transport use 	Up to \$15,000	\$60,000	March 2019
	Equity, Inclusion and Wellbeing	<ul style="list-style-type: none"> Improving the wellbeing of Aboriginal and Torres Strait Islander communities Addressing disadvantage and promoting inclusion of CALD communities including refugees and asylums seekers Building an age friendly Darebin Reducing the harm of Electronic Gaming Machines Improving gender equity 	Up to \$15,000	\$90,000	

		<ul style="list-style-type: none"> Improving access and inclusion for the benefit of people with disability and the broader community Addressing health inequity and discrimination across Darebin's diverse communities 			
	Creative Projects – artist led initiatives	<ul style="list-style-type: none"> Participation and social connection through art support creative industries making Darebin a significant arts and creative centre Equity and diversity 	Up to \$15,000	\$75,000	
	Venue Hire Support	Free or subsidised use of selected Council venues upon application for not for profit groups to support initiatives and activities which reflect one or more of the Council Plan goals	Up to \$8,000 per year per applicant	\$100,000	March 2019
	Quick Response Grants Funding available after the closure of the Small and Medium grants and venue hire subsidy hire program.	Cash grants	up to \$1,000	\$15,000	July – February 2019
		Venue hire	up to \$1,000	TBC following the completion of the primary venue hire support round.	following the completion of the small, medium and venue hire support grants.
	Celebrating Darebin Grants	Community Events	\$3,000	\$50,000	October 2019,
	Seeding Grants for Community Events	True North Events (for events in Reservoir)	\$5,000		February 2020 plus quick response.

Social Enterprise Grants	Funding to support start up or expansion of Darebin based social enterprises which support one or more of the Council Plan goals. Funding to be allocated through a rolling process until exhausted.	TBD	\$40,000	August 2019
Youth Project Grants	Projects which respond to the recommendation of the Darebin Youth Citizens Jury and support the inclusion, participation and wellbeing of Darebin's young people.	Up to \$5000	\$25,000	August 2019
Leisure minor works grants	Co - contribution to minor upgrades and infrastructure at Council owned recreation pavilions	Up to \$10,000 with co-contribution required.	\$66,300	October 2019 March 2020

Three Year Partnership Grants

		Priority Areas	Grant Amount	Total Pool	Opening
Partnership Grants Three years of funding to deliver programs and services that align with Council's priorities. Eligible organisations will be not for profit organisations that have a proven track record in the provision of quality programs and services.	Environment and sustainability Programs and projects that create a sustainable and address climate change.	<ul style="list-style-type: none"> Climate emergency - including sustainable food, biodiversity communications and engagement. Sustainable transport - projects which increase sustainable transport use 	To be determined based on applications received	Up to \$80,000	Early April 2019
	Equity, Inclusion and Wellbeing Programs and services that improve the wellbeing, inclusion and participation of Darebin's diverse communities.	<ul style="list-style-type: none"> Improving the wellbeing of Aboriginal and Torres Strait Islander communities Addressing disadvantage and promoting inclusion of CALD communities including refugees and asylums seekers Building an age friendly Darebin 	To be determined based on applications received	\$160,000	

		<ul style="list-style-type: none"> • Reducing the harm of Electronic Gaming Machines • Improving gender equity • Improving access and inclusion for the benefit of people with disability and the broader community • Addressing health inequity and discrimination across Darebin’s diverse communities 			
	<p>Key Cultural organisations Funding to support Key Cultural organisations location in Darebin.</p>	<ul style="list-style-type: none"> • Participation and social connection through art support creative industries making • Darebin a significant arts and creative centre • Equity and diversity 	Up to \$8,000	\$64,000	
	<p>Youth partnerships Programs and services that improve wellbeing outcomes for Darebin young people.</p>	<ul style="list-style-type: none"> • Health and Wellbeing • Community Connection • Education, Training and Career Pathways 	To be determined based on applications received	\$50,000	

8.3 HOMELESSNESS IN DAREBIN**Author:** Acting Coordinator Community Wellbeing**Reviewed By:** Manager Equity and Wellbeing

PURPOSE

This report responds to the Council resolution on 6 September 2018 regarding homelessness in Darebin. The report provides a snapshot of homelessness in Darebin, outlines the existing services and programs available and presents for consideration a number of opportunities to strengthen Council's role in services and facilities that support the health and wellbeing of people experiencing homelessness.

EXECUTIVE SUMMARY

This report details the nature of homelessness in Darebin and opportunities where Council can improve the wellbeing of those experiencing homelessness.

While Councils by themselves cannot prevent homelessness, local governments can play an important role in advocacy and coordination, working with direct service providers who are in the main funded by other levels of government and by the not-for-profit sector.

There are opportunities for Council to work in partnership with local homelessness and emergency relief agencies to improve wellbeing outcomes for people experiencing homelessness.

In particular this is through research, advocacy, the coordination of information and partnering with local organisations to extend the reach of Council's health and wellbeing programs.

Council can also continue to support efforts to reduce and prevent homelessness through its commitment to social and affordable housing and preventing violence against women.

Recommendation

That Council:

- (1) Notes the analysis of homelessness in Darebin and existing services that support the wellbeing of people experiencing homelessness.
- (2) Further scopes the potential of participating in a StreetCount to collect information about people sleeping rough within parks, on streets and in other locations.
- (3) Prepares a submission into the review of sunset clauses within the Victorian Public Health Act 2008.
- (4) Prepares a submission to the Royal Commission into Mental Health.
- (5) Develops a local homelessness service system information resource.
- (6) Incorporates future actions to address homelessness into Darebin's Health and Wellbeing Annual Action Plan, commencing 2019/2020.

BACKGROUND / KEY INFORMATION

This report is in response to a Council resolution requesting a report about homelessness and services and facilities in Darebin.

Previous Council Resolution

Council on 6 September 2018 resolved as follows:

That Council:

- (1) *Requests that officers prepare a report for Council which:*
 - a) *Identifies the number of people experiencing homelessness in Darebin;*
 - b) *Maps the existing services and programs supporting the wellbeing of people experiencing homelessness in Darebin; and*
 - c) *Identifies opportunities to improve service provision, including opportunities to improve access to Council services and facilities.*
- (2) *Requests that officers work with relevant community organisations in the homelessness and emergency relief sector in the preparation of this report.*

COMMUNICATIONS AND ENGAGEMENT

Consultation

Local homelessness and emergency relief partners have been consulted in the development of this report, including members of the Darebin Family Violence and Darebin Emergency Relief Networks. This includes feedback submitted by key local agencies in Darebin:

- Haven Home Safe
- Merri Outreach Support Services
- Darebin Information, Volunteer and Resource Service (DIVRS)
- St Vincent de Paul Society
- Launch Housing
- Salvation Army

Inner Metropolitan Councils were also consulted to gather information about their approach to addressing homelessness:

- Moreland City Council
- Inner Melbourne Action Plan members – Cities of Melbourne, Port Phillip, Stonnington, Yarra and Maribyrnong.

Internal consultation was undertaken with relevant departments

Communications

A communications plan will be developed should the recommendations in this report be endorsed.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

Goal 5 - Involving our diverse community

- Darebin Health and Wellbeing Plan 2017-21, *Goal 3: Improve the emotional and social wellbeing of all Darebin people*

Environmental Sustainability Considerations

There are no environmental sustainability considerations pertaining to this report.

Equity, Inclusion and Wellbeing Considerations

Council's approach to responding to homelessness acknowledges that poverty, disadvantage and family violence are key drivers of homelessness. The local agencies that Council partners with take a dignified and human right-based approach to responding to homelessness. By seeking to enhance Council's role in homelessness any actions that occur will contribute to the equity, inclusion and wellbeing objectives of Council.

Cultural Considerations

There are no cultural considerations pertaining to this report.

Economic Development Considerations

There are no economic development considerations pertaining to this report.

Financial and Resource Implications

The recommendations of this report, should they be endorsed, will be implemented with the prioritisation of existing resources.

It is estimated that undertaking a homelessness StreetCount in 2020 would require approximately \$26,000. This could be completed with prioritisation of existing resources in the 2019/2020 budget.

Legal and Risk Implications

Council is required to inspect all registered rooming houses annually under the Victorian Public Health Act 2008.

DISCUSSION

Homelessness in Darebin

Homelessness can affect people at any age and life stage. The Australian Bureau of Statistics (ABS) statistical definition states that when a person does not have suitable accommodation alternatives they are considered homeless if their current living arrangement:

- Is in a dwelling that is inadequate; or
- Has no tenure, or if their initial tenure is short and not extendable; or
- Does not allow them to have control of, and access to space for social relations.

While the ABS definition is used across Australia, the change in definition of homelessness and the counting methodology has resulted in an under estimation of people living in precarious circumstances. This does not include a broader understanding of homelessness, such as:

- Primary homelessness as experienced by people without conventional accommodation (e.g. sleeping rough or in improvised dwellings);
- Secondary homelessness as experienced by people who frequently move from one temporary shelter to another (e.g. emergency accommodation, youth refuges, couch surfing);
- Tertiary homelessness as experienced by people staying in accommodation that falls below minimum community standards (e.g. boarding housing and caravan parks).

The 2016 ABS census noted 972 people in Darebin experiencing homelessness. However due to the nature of homelessness, this figure is estimated to be closer to 1500 on any given night, which is made of:

- 972 counted in the ABS census
- 200 young people 'couch surfing' (those who drift in and out of rough sleeping)
- 180 – 300 people living in rooming houses (Tenants Union Victoria, 2018)
- 80 people sleeping rough in 20 sites around Darebin where people are sleeping in tents, in cars or sheltered on the street or in 'squats' (Launch Housing Assertive Homelessness Outreach Program, 2018).

Many people facing homelessness are finding themselves in substandard, insecure, unregistered private rooming houses. These can be in units or houses with a room to rent and shared kitchen and bathroom. There are 46 registered rooming houses across Darebin. Under the Public health Act, Council is required to inspect each of these 46 rooming houses annually to ensure the living conditions are safe and comply with regulations. There are also a number of unregistered rooming houses, which when known to Council, are investigated.

Family violence is the single biggest cause of homelessness in Victoria and Australia. In the recent 2016 Census, 42% of Victorians said they are homeless due to family violence and 39% are homeless due to financial hardship or housing crisis. There is an unknown number of women (and children) living in emergency accommodation such as refuges, and short stay hotels rooms to escape family violence.

Within the municipality, there are no 'clusters' of homeless people in Darebin, however there has been an increase in the number of people 'sleeping rough' in the last four years. There is also an unknown number of women (and children) living in emergency accommodation such as refuges, and short stay hotels rooms to escape family violence.

Homelessness can have complex and diverse origins and can happen to anyone at any stage of their life. Homelessness can be caused by something outside of a person's control such as not being able to locate secure, safe and affordable accommodation.

Existing service provision

There are a range of services being delivered across Darebin responding to people experiencing homelessness. Table 1 provides an overview of the services provided by 29 homelessness, emergency relief and support services across Darebin.

Table1: Mapping of homelessness and emergency relief services across Darebin

Service	Accommodations and housing	Community Meals / food parcels	Showers/Laundry	Material aid (clothes/blankets)	Allied health	Drugs, Alcohol and Gambling	Tenancy Assistance	Financial advice	Legal advice
Women's Information, Support and Housing in the North (WISHIN)	X								
Anglican Parish of Jika Jika		X							
Darebin Information, Volunteer and Resource Service (DIVRS)		X						X	
Encompass Care		X		X					
Haven; Home, Safe	X							X	
Northern Community Careworks		X		X					
Reservoir Neighbourhood House		X	X						
Salvation Army		X		X				X	
Span Community House		X							
Orange Sky Laundry			X						
Merri Outreach Support Service	X								
Victorian Public Tenants Association							X		
Launch Housing	X								

Service	Accommodations and housing	Community Meals / food parcels	Showers/Laundry	Material aid (clothes/blankets)	Allied health	Drugs, Alcohol and Gambling	Tenancy Assistance	Financial advice	Legal advice
The Bridge Preston		X							
Problem Gambling Counselling						X		X	
St Vincent de Paul				X					
Lentil As Anything		X							
Thornbury Community Kitchen		X							
Uniting Care Kildonan								X	
Work for the Soul		x		X					
Your Community Health					X	X			
Darebin Community Legal Service									X
East Preston and East Reservoir Tenants Association							X		
Unitingcare ReGen						X			
Victorian Aboriginal Health Service (VAHS)					X				
Gambler's Help North and North Western						X		X	
Victorian Aboriginal Community Services Association Limited (VACSAL)					X				
Victorian Aboriginal Legal Service									X
The Orange Door	X					X	X	X	X

In addition to the above services provided by local homelessness and emergency relief agencies, Council provides a number of health and wellbeing programs and outreach to support the needs of people experiencing homelessness. Most of these programs are delivered in partnership with local agencies to ensure that people experiencing homelessness and food insecurity can continue to visit a service they trust.

Key examples of current partnership programs include:

- **MOSS Youth Homelessness Outreach Worker** located at The Hub (Darebin's Youth Hub at Northland) weekly to provide advice and assistance to young people who are homeless or at risk of homelessness.
- **Wellbeing outreach at homelessness services**, including Immunisation, Family Services, Youth Services and community development. Immunisation Outreach takes place at Haven; Home, Safe. The outreach service is made available also with access to food and OrangeSky, a free dignified laundry service for people experiencing homelessness.
- **Inclusive and accessible facilities:** many Council assets in both parks and facilities are regularly used by rough sleepers. Libraries as an example are inclusive facilities that can be accessed by people sleeping rough, providing relief from the weather along with an inclusive space when people can feel a sense of belonging without having to be involved in a program or service.

Current gaps and future opportunities

Whilst Council doesn't have a direct role in responding to homelessness, there are opportunities for Council to play a lead role in advocacy, strategic framework development and resourcing. Local homelessness and emergency relief partners have identified gaps in current services and opportunities for Council to support these.

Table 2 (below) provides an overview of information gathered through consultation with key Darebin homelessness and emergency relief agencies, including:

- Haven; Home, Safe
- Launch Housing
- Merri Outreach Support Services (MOSS)
- Darebin Information, Volunteer and Resource Service (DIVRS)
- St Vincent de Paul

Table 2: Key issues raised by homelessness and emergency relief agencies.

Issues	Gaps	Opportunities for Council
Funding for homelessness sector	<p>Funding to match increase service usage: Homeless access points have not received a funding increase since 2009, However there has been an increase of between 15- 25% clients presenting over the past 12 months Darebin.</p> <p>Access to brokerage funds: there is insufficient funds available to support people experiencing or at risk of homelessness, especially when establishing tenancies.</p>	Advocacy to increase funding to homelessness services
Assertive Outreach	<p>Assertive outreach in Darebin: There is currently no funded assertive outreach across Darebin. Outreach assists rough sleepers to find suitable accommodation, referral to support services, and minimise harm while they continue to sleep rough.</p>	<p>Advocacy to State Government</p> <p>Provide support through Council's grants program</p>

Issues	Gaps	Opportunities for Council
Rough sleeping across Darebin	<p>Accurate data on homelessness: There is no data on the actual number of rough sleepers in Darebin. This is an issue for homelessness services to understand demand of their service and to track patterns of rough sleeping over time.</p> <p>Access to public amenity: Rough sleepers require access to public and free amenities. This is not consistent throughout the municipality.</p>	<p>Scope undertaking a homelessness <i>StreetCount</i></p> <p>Consider rough sleepers in the design of and access to public amenities including access to toilets, barbeques and water in parks.</p> <p>Coordinate and develop a local homelessness resource to include access to free facilities and public amenity</p>
Rooming Houses	<p>Inadequate regulation of rooming houses: Current regulations are inadequate and have resulted in crowded living and dangerous environments. Anecdotally, many people note feel safer sleeping on the street than in rooming houses.</p>	<p>Provide input to the public Health Act regulations review</p> <p>Identify and work with relevant agencies to ensure the quality of local rooming and boarding house accommodation.</p>
Crisis, transitional and community housing waiting lists	<p>Public housing applications: Applications for public housing are online and application expires after 12 months. The onus is on the applicant to renew. This becomes an impediment for homeless people who are constantly mobile and do not have access to computers.</p> <p>Crisis accommodation: lack of funded crisis accommodation has contributed to an increase in rough sleepers and families being placed in budget motels.</p> <p>Transitional housing waiting list: Vacancies have slowed down in the past 12-months.</p>	<p>Provide ongoing advocacy on key housing issues:</p> <ul style="list-style-type: none"> • Improve eligibility for public housing, including maintaining application status. • Reinstate funding for tenancy support services. • Increased funding for crisis accommodation. <p>Continue to progress Council's role in social and affordable housing.</p>
Supporting newly arrived community	<p>Access to public housing for asylum seekers: Asylum seekers living in the community are not eligible for public housing and only eligible for 89% of a NewStart Allowance.</p> <p>Newly arrived communities accessing emergency relief: Increase in migrant and refugee people accessing emergency relief due to changes to visa and circumstances relating to their migrant status.</p>	<p>Advocate to increase support available to asylum seekers.</p> <p>Provide support through Council's Grants program.</p>
Support services	<p>Understanding of homelessness service provision: Services within the community have a limited understanding of the barriers and issues that those working within the homelessness sector are working within. There is an expectation that if a client is referred to a support service, they will be</p>	<p>Partner with homelessness services to deliver health and wellbeing programs</p> <p>Develop a local homelessness service system resource</p>

Issues	Gaps	Opportunities for Council
	<p>housed immediately.</p> <p>Access to support: Although there is an extensive network of services and programs offering practical support for people experiencing homelessness, these agencies report that their programs are oversubscribed due to the increase the number of homeless.</p> <p>Access to safe facilities in extreme weather: Heat stress and extreme weather causes additional risk to the wellbeing of people experiencing homelessness.</p>	<p>Improve linkages between homelessness services and community organisations, including Neighbourhood Houses</p>
Emergency relief	<p>Increase in the number of homeless seeking emergency relief support: Emergency relief agencies are seeing increases in the number of people accessing food, transport, accommodation, bedding and other material aid.</p> <p>Provision of after-hours food relief: There is no provision of evening meals across Darebin and limited weekend meals. This is a particular issue for rough sleepers.</p>	<p>Ongoing advocacy to relevant government departments and agencies to support emergency relief</p> <p>Explore further within food security programs.</p>

Of the issues raised in the table above, below are the immediate actions that Council can implement:

- Further scope the potential of participating in a StreetCount to collect information about people sleeping rough within parks, on streets and in other locations.
- Council input into the review of sunset clauses within the Victorian Public Health Act 2008
- Council submission into the Royal Commission into Mental Health.
- Develop a local homelessness service system resource.

Further actions will be explored in partnership with local homelessness and emergency relief agencies and incorporated into Darebin's Health and Wellbeing Annual Action Plan, commencing 2019/2020.

Council will also seek input from this sector into the development of relevant strategic document such as the next heatwave plan, to ensure it captures the needs of rough sleepers.

OPTIONS FOR CONSIDERATION

Option One – Council endorses proposed recommendations (recommended)

That Council endorse the recommendations of this report and begin to implement the following key actions:

- Scope participating in a homelessness StreetCount in 2020.
- Provide a submission into the review the sunset clauses within the Victorian Public Health Act 2008 and the Royal Commission into Mental Health.

- Develop a local homelessness service system resource.
- Incorporate further actions to address homelessness into Darebin's Health and Wellbeing Annual Action Plan for 2019/2020.

Option Two – Council doesn't endorse recommendations

Council will continue to work in partnership with agencies and members of Council convened family violence and emergency relief networks, however recommended actions will not be undertaken, which may reduce the overall impact and effectiveness of this work.

IMPLEMENTATION STRATEGY

Details

Communication

A detailed communication plan will be developed where relevant as work progresses.

Council will continue to consult with local stakeholder and agencies providing services and programs that respond to homelessness and emergency relief.

Timeline

2019

- Coordinate and develop a local homelessness service system resource.
- Scoping undertaking a StreetCount jointly with five Inner Melbourne municipalities.
- Incorporate actions to address homelessness into Darebin's Health and Wellbeing Annual Action Plan for 2019/2020

2020

- Pending outcome of scoping, participate in StreetCount.

Ongoing

- Continue to convene the Darebin Emergency Relief Network as a key partnership and advocacy role with local homelessness and emergency relief agencies.
- Continue to address the health and wellbeing of people experiencing homelessness in Darebin, in partnership with homelessness and emergency relief agencies.

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.

**8.4 2018–19 QUARTER 2 REPORT INCLUDING FINANCIALS
AND COUNCIL PLAN ACTION PLAN ITEMS****Author:** Coordinator Planning and Reporting**Reviewed By:** General Manager Governance and Engagement

PURPOSE

To report progress for the second quarter of the 2018-19 financial year (October–December 2018) for Council Plan Action Plan implementation and to endorse the second quarter financial statements, including the outcomes of the mid-year review.

EXECUTIVE SUMMARY

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.

Included in this second quarter report are the outcomes of a mid-year financial review, which assessed the financial performance of Council year-to-date to 31 December 2018.

The attached report provides a comprehensive summary of Council's activities, including progress towards achieving agreed Council Plan actions, financial performance and the delivery of the capital works program to 31 December 2018. The provision of an integrated report detailing outputs is a recent initiative and reflects Council's commitment to improved transparency.

Recommendation

That Council:

- (1) Notes the 2018–19 Quarter 2 Report.
- (2) Notes the year-to-date financial results against budget and endorses the Financial Report 6 months ended 31 December 2018 (commencing at page 61 in **Appendix A**), including the budget and financial adjustments, the capital works budget adjustments and the adjusted end-of-year forecast results.
- (3) Endorses the establishment of a Property Reserve, noting that:
 - a. This reserve will be funded from the net proceeds from the sale of real property owned by Council
 - b. Except by Council resolution, funds in this reserve are to only be used for the purchase of real property by Council
 - c. Funds in this reserve can only be utilised through the resolution of Council including the adoption of Council's annual budget.

- (4) Endorses the establishment of an Information Technology Reserve, noting that:
- a. This reserve will be funded from the Accumulated Surplus and will reflect the amount of unexpended budget allocated to information technology transformation in the 2018–19 Annual Budget as at 30 June 2019
 - b. Except by Council resolution, funds in this reserve are to only be used for information technology development and implementation
 - c. Funds in this reserve can only be utilised through the resolution of Council including the adoption of Council’s annual budget.
- (5) Endorses the establishment of an Unexpended Grant Funds Reserve, noting that:
- a. This reserve will be funded from the Accumulated Surplus and will reflect the amount of unexpended grant funds as at 30 June each financial year and allow more accurate control of grant funds that are expended in a year subsequent to the receipt of the grant.
 - b. The funds from this reserve will be used only for the purpose agreed to in the funding agreement with the funding body or returned to the funding body in the event that the grant funds are unable to be spent in accordance with the funding agreement.
-

BACKGROUND / KEY INFORMATION

Council is required by 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.

To inform this report, a forensic and detailed half year budget review was conducted in late January. All aspects of the budget were reviewed including operating, capital and project budgets and progress of projects against timeframes. This enabled the identification of emerging issues and assessment of progress of the agreed Council Plan actions.

This process had several benefits, including:

- An assessment of projects progress against timeframes and budget targets.
- Identification of potential savings, emerging unbudgeted costs and potential impacts on the upcoming 2019–20 budget, including carry-overs.
- To forecast an end of final year financial result.

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). Other matters of specific relevance are also included.

Previous Council Resolution

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

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

At its meeting held on 3 December 2018, Council resolved:

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

COMMUNICATIONS AND ENGAGEMENT**Consultation**

The mid-year budget review was supported by all senior leaders from across the organisation and involved detailed discussions with every Manager, Service Manager and Project Manager.

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 detailed financial report for the six months to end 31 December 2018.

To comply with the Act, the report includes the following comparisons for the three months ended 31 December 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.

The outcome of the review indicates that Council has achieved a year-to-date operating surplus of \$71.57 million, which is \$8.20 million ahead of the year-to-date budget. The year-to-date capital works expenditure was \$11.91 million, which is \$5.65 million behind the budget.

The forecast result for the year ending 30 June 2019 is an operating surplus of \$7.47 million and capital works expenditure of \$50.05 million.

The forecast end of financial year results include:

- Various adjustments to reflect savings, income changes, and unbudgeted costs across Council
- Adjustments to fund required but unplanned works that have occurred
- Adjustments to timing of delivery of projects which will be budgeted (planned) carryover for 2019-20
- Adjustments to include proposed new opportunities or requirements.

Major items include:

Already Committed (forecast has been adjusted to include)	
New funding for projects and works associated with level crossing removal	\$270,000
Gellibrand Kindergarten works	\$1,170,000
Reservoir Leisure Centre roof works	\$300,000
Implementation of the Enterprise Agreement including Maternal and Child Health Review	\$95,000
ICAN mural to be constructed by	\$40,000
Implementation of Council resolution re Darebin Falcons	\$80,000
Delivery of the Gambling Strategy	\$145,000
Implementation of Council resolution re design of second Streets for People corridor	\$197,000
WH Robinson Reserve works as per Council resolution	\$428,059
Planned carryover for 2019/2020 Budget (forecast has been adjusted to include)	
Active Transport Infrastructure Partnerships	\$50,000
Beavers Road Bridge	\$1,000,000
Bill Lawry Oval Redevelopment	\$1,200,000
Bundoora Homestead Playspace	\$216,000

GE Robinson Reserve	\$500,000
Mayer Park Masterplan Implementation	\$75,000
Proposed new initiatives (forecast has been adjusted to include)	
Footpath condition assessment	\$80,000
Kinder and childcare review	\$30,000
Feasibility study for an intergenerational hub in the Ruthven/Reservoir West area	\$35,000
Sullivan Stadium roof repairs	\$340,000
Investigation of social enterprise Council cafes / opportunities	\$50,000

To improve financial management, the establishment of three new reserves is also recommended:

- Property Reserve.
- Information Technology Reserve.
- Unexpended Grants Fund Reserve.

Legal and Risk Implications

Undertaking a comprehensive mid-year review allows the identification of issues and potential issues that may affect the delivery of Council's work plan and allows those issues to be addressed to minimise the impact on the community and Council.

DISCUSSION

A detailed update on the Council Plan actions, the capital works program and the financial statements for the period ending 31 December 2018 is attached. Key matters are discussed below.

Council Plan Action Plan Activities

In the Council Plan 2017–21 there are 16 Big Actions which are nominated as being the main priorities for Council. The Big Actions are often the most complex of projects that may involve a wide range of stakeholders and require a number of years to complete. As at 31 December 2018, of the 16 Big Actions, ten (62.5%) were considered to be on-track, while the remaining six (37.5%) were making progress, but were facing some obstacles.

Every year Council puts together an annual plan that specifies the key projects that will drive the achievement of the Council Plan goals that year. In the 2018–19 Action Plan, there are 210 actions that have the aim of being completed by 30 June 2018. As at 31 December 2018, 84% of the 210 Council Plan actions were on target.

Highlights from the second quarter include:

- Approximately 18,000m² of footpath were renewed as part of Council's footpath renewal program.
- Five hundred trees and shrubs were planted along the Merri Creek.
- Council resolved to maintain the entirety of the old Ruthven school site as a natural park.

- Participation rates of Aboriginal and Torres Strait Islander families in the Maternal and Child Health service increased to 79.58%, up from 73% at the same time last year.
- The newly released cloudlibrary service now provides access to thousands of ebooks and eaudiobooks – in a number of community languages – through its easy-to-use app.
- A new program has been confirmed that aims to support local migrant and refugee women to begin businesses. The program will be delivered by the community-based organisation Global Sisters and promotion will commence in February 2019.

Second Quarter Financial Report

As noted, in line with best financial practice, an extensive mid-year review has informed the second quarter financial statement. The end of the second quarter provides an opportunity to investigate trends within the financial and operating environments and to revise budget forecasts with greater certainty. This process also aims to ensure:

- That Council resources are managed responsibly and strategically.
- Trends and emerging issues are identified.
- That Council's strong financial position is maintained to ensure long-term financial sustainability.

The financial statements contain the following summaries:

Operating performance

For the six months ended 31 December 2018, Council has recorded an operating surplus of \$71.57 million, which is \$8.20 million ahead of the year-to-date budget. After eliminating capital and other items, the adjusted underlying surplus is \$67.84 million, which is \$7.34 million ahead of budget.

The main items contributing to this favourable variance are greater income than budgeted from the disposal of Council properties, rental income, and the recovery of expenses and savings and delays in expenses for employee costs, materials and services. The forecast operating result for the year ending 30 June 2018 is an operating surplus of \$17.54 million, which is \$3.02 million more than budget. The forecast adjusted underlying surplus is \$7.47 million, which is \$0.63 million more than budget.

Capital performance

As at 31 December 2018, 82% of the 2018–19 capital projects are on track, 11% are at risk of missing targets and 7% have missed the six month progress target. Council is working to ensure a successful delivery of these projects within the financial year.

Significant projects completed to 31 December 2018 include:

- Dundas Bridge A jointly owned shared-path bridge over the Darebin Creek.
- Hardiman Reserve Maintenance work to the pitch surface
- Gellibrand Kinder Works required (not programmed) to remove asbestos and improve functionality

In addition, annual works programs including Council's reseal program (using 99% recycled content), footpath program and the urban forest implementation are on track.

For the six months ended 31 December 2018, Council has expended \$11.91 million on the capital works program, which although a big improvement from last year, is \$5.65 million behind the year-to-date budget. The variance is due mainly to incorrect phasing of expenditure and delays in buildings works, computers, telecommunications and bridges. Significant organisational effort continues to be put into improving this position for the end of financial year.

As at 31 December 2018, a further \$9.59 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. The forecast total to be expended on capital works for the year ending 30 June 2019 is \$50.05 million, which is \$2.15 million less than the adopted budget.

The mid-year review identified six capital works projects that are programmed for delivery in the 2018–19 financial, which will require some the budgeted funds to be carried forward to the 2019–20 year. The value of this is \$3.04 million. This time last year, the mid-year review identified 14 capital works projects requiring \$4.08 million to be carried forward for completion.

Financial position

The financial position as at 31 December 2018 shows a cash and investment balance of \$87.99 million, which is \$23.19 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 investment position compared with budget. The cash and investment balance of \$87.99 million was sufficient to meet restricted cash and intended allocation obligations of \$31.79 million at the end of December. 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 \$131.06 million, which is \$21.78 million more than budget. The net asset position of \$1.59 billion is \$154.0 million more than budget. The forecast financial position as at 30 June 2019 shows a cash position of \$64.98 million and net current assets of \$47.54 million.

OPTIONS FOR CONSIDERATION

1. That Council:

- Notes the 2018–19 Quarter 2 Progress Report.
- Notes the year to date financial results against budget and endorses the 'Financial Report 6 months ended 31 December 2018' (commencing page 61 in Appendix A) including the budget/financial adjustments, the capital works budget adjustments and the adjusted end of year forecast results.
- Endorses the establishment of the following reserves: the Property Development Reserve, the Information Technology Reserve, and the Unexpended Grant Funds Reserve.

This is the recommended option as it complies with the strategic aims of the Council Plan.

2. That Council does not:

- Note the 2018–19 Quarter 2 Progress Report.
- Note the year to date financial results against budget or endorse the 'Financial Report 6 months ended 31 December 2018' (commencing page 61 in Appendix A) including the budget/financial adjustments, the capital works budget adjustments and the adjusted end of year forecast results.
- Endorse the establishment of the following reserves: the Property Development Reserve, the Information Technology Reserve, and the Unexpended Grant Funds Reserve.

This is not the recommended option.

IMPLEMENTATION STRATEGY

Communication

Once formally noted by Council, the 2018–19 Quarter 2 Report will be promoted using a variety of communication channels.

The endorsed financial adjustments will be communicated to all affected stakeholders.

Timeline

- Implement the communications plan using the Darebin corporate website, the Darebin 2021 Council Plan website and social media.
- The 2018–19 Quarter 3 Report for the period ended 31 March 2019 will be presented in May 2019.

RELATED DOCUMENTS

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

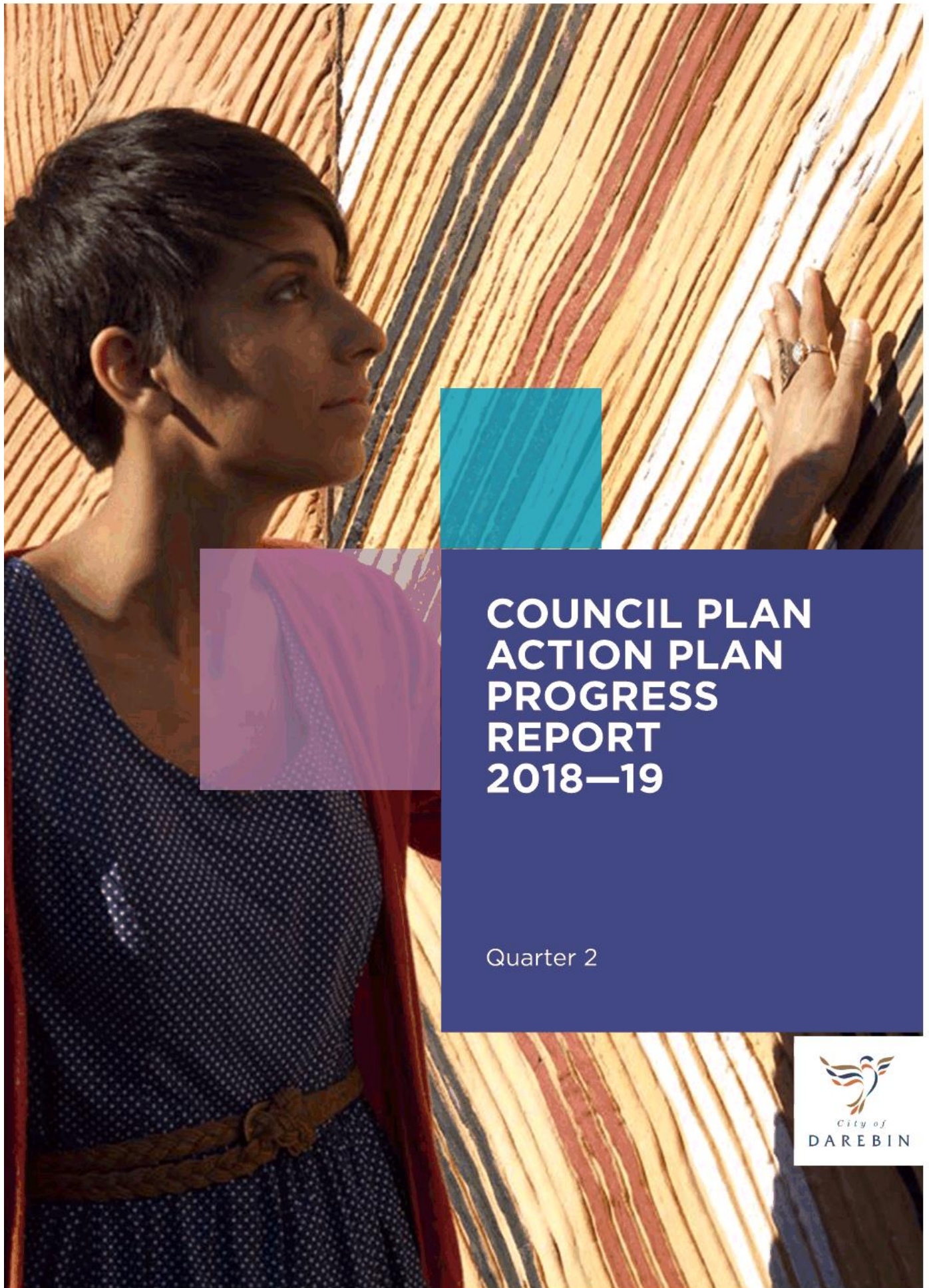
Attachments

- Quarter 2 Action Plan Progress Report including Financials (**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 2



SECOND QUARTER PROGRESS REPORT

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 second 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 five 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 contains highlights from some of the 122 projects in our capital works program, as well as a dashboard that gives an update for each individual project.
3. The Action Plan Update covers the 210 items from the 2018-19 Council Plan Action Plan. The actions are arranged by Council Plan goal and each action has a comment that outlines the progress against that action as at 31 December 2018.
4. The Status of Council Resolutions report provides a summary of the organisation's progress in implementing Council's decisions from the 2018-19 financial year.
5. The Financial Statement includes an executive summary and sections that detail our operating and capital works performance, along with other information. A list of proposed adjustments to the budget is at the end of the Financial Statement, which is part of the mid-year review process. These adjustments are necessary to ensure that the organisation can respond to changing circumstances and complete key projects.

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, Keon Park, 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. The city is expected to grow by approximately 40% 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 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

Darebin City Council provides more than 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, 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', 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 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

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 of 31 December, 2018, the total amount of solar power installed is 27.8 MW which means that Council is 53% of the way to doubling solar capacity by June 2021 and on track to meet its target.

Under Darebin's Solar Saver Program, 430 solar systems – or 1,800 kW – were installed between July and December 2018. This is approximately two thirds of all installations. Ahead of the next round, 920 registered applicants have received, or are about to receive, a quotation.

Status - on target

Action 2: Create a new Darebin Energy Foundation

The Climate Energy Foundation meets regularly and the permanent structural arrangements are yet to be determined.

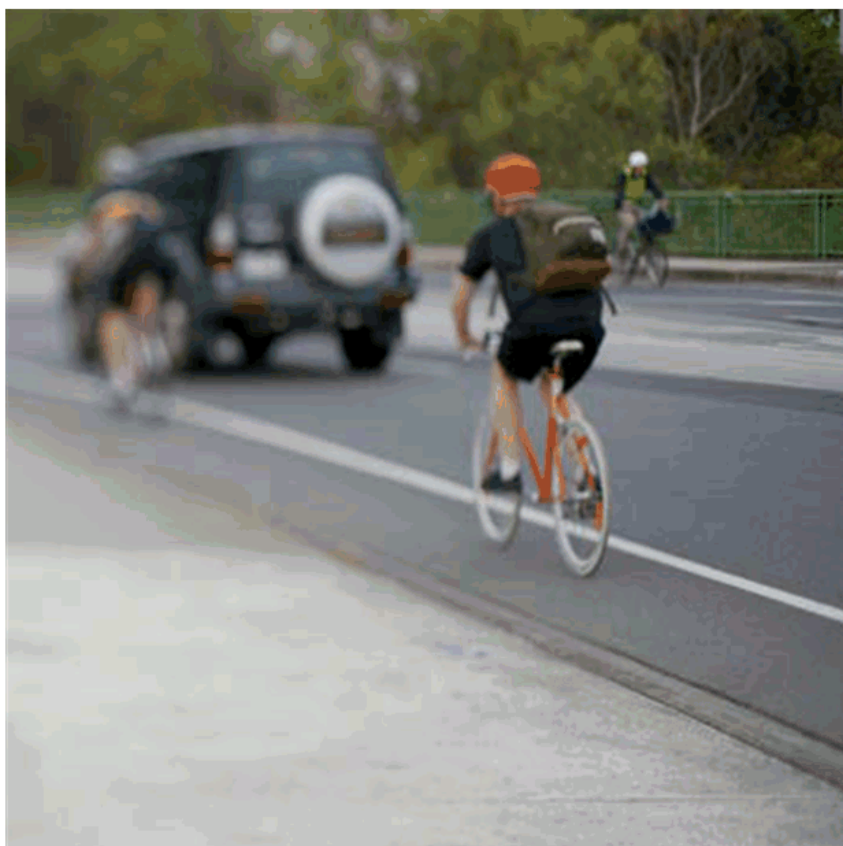
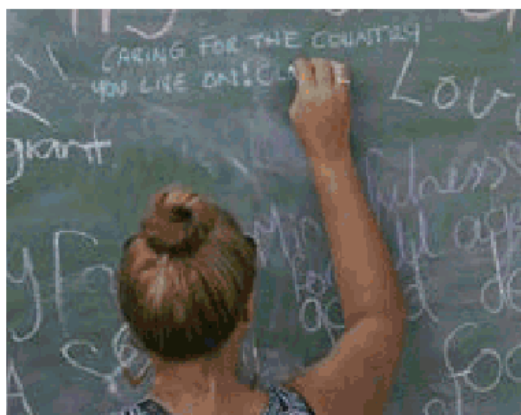
Status - on target

Action 3: Dramatically improve walking and cycling

Council is implementing a range of improvements to cycle and walking routes and paths, and has run programs to increase uptake. These works and programs are on track. Highlights include:

- Ride2Work Day – a great success with 28 local businesses participating, and Council supporting WeCycle to host a community event for over 150 local bike riders. Six Spring Bike Skills courses were run and the next program will run in autumn.
- Council's partnership with Reservoir West Primary School as part of the Octopus pilot program is complete. Raised pedestrian thresholds (which show the path for pedestrians and slow traffic at intersections) will be constructed in early 2019.
- A new Octopus School (Newlands Primary) has been engaged and programs with the school will begin in Term 1.
- The feasibility study for eight new Streets for People corridors is completed and consultation and design for the next two corridors – Preston Activity Link and Northern Reservoir – will begin in early 2019.

Status - behind schedule



Action 4: Advocate for better public transport

Improving public transport is a key priority. A call for the State Government to undertake a feasibility study to examine the extension of the tram Route 11 to Reservoir Station formed one of six key advocacy priorities in Council's pre-election campaign. It was included in the City of Darebin Advocacy Map and formed part of a social media call to action.

Council is continuing to advocate at a state level to ensure that the level crossing removal project at Reservoir will still allow for the Reservoir Structure Plan to be implemented and for future upgrades to the rail network such as platform extensions.

Council has also coordinated and attended a number of forums with La Trobe University and the State Government to consider 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.

Status - on target

Action 5: Establish a Nature Trust to create more open space across Darebin

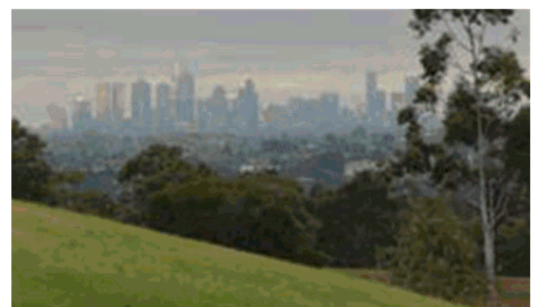
The Darebin Nature Trust first met in August 2018. Since then, it has provided feedback on the draft Open Space Strategy and begun work to identify the most effective formal structure, goals and priorities for the group. The strategic focus of the group is to increase the open space network and the preservation 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 will continue to work with the Community Reference Group to identify short- and long-term goals for the site. Council decided not to proceed with a Children's Hub, instead ensuring that this site remains as open space. The vision is for a neighbourhood park with natural character.

Status - behind schedule



BIG ACTIONS — COUNCIL PRIORITIES AND PROGRESS

Action 7: Build a multi-sports stadium

Construction of the outdoor netball courts has commenced, with bulk excavation works well underway. Tenders to appoint an architect for the design of the indoor netball stadium has been advertised in December 2018 and will close in January 2019. It is anticipated that an architect will be appointed in March 2019.

Status - behind schedule

Action 8: Renew the Northcote Aquatic and Recreation Centre

Requests for proposals from architects will be sought in January/February 2019. 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, which was initiated in May 2018. Future actions to deliver on this initiative will be considered after the independent panel has delivered its report to Council in 2019.

Status - behind schedule

Action 10: Reinvigorate the Darebin Arts Centre

An upgrade of the Darebin Arts Centre foyer will commence in January 2019. These works will ensure the aesthetic standard of the centre meets the expectations of community and that the space is accessible for people of all abilities.

In September 2018, Council adopted a new service model for the Darebin Arts Centre to transition to a dedicated arts centre.

Status - on target

Action 11: Increase our tree canopy and urban forest

Between July and September, over 300 trees were planted in parks and over 1000 trees were planted in nature-strips.

The tree planting program has stopped due to the onset of summer. It will resume in March/April 2019 with further whole street and infill plantings. Trees that were planted in the first quarter will be intensely maintained with watering and formative pruning for the next two years until they are established. They will then be maintained as part of our normal operational programs.

Status - on target

Action 12: Expand our land subdivision levy

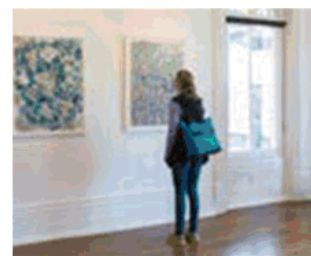
Council's current land subdivision levy (Open Space Levy) collects funds for new and improved open space capacity to help meet the needs of our growing population. Feedback from the community on the draft Open Space Strategy is currently being collated and considered. Following this, Council will receive the final Open Space Strategy for consideration for adoption. A key action of the draft strategy is to increase the levy's contribution rate. Once the strategy is finalised, a process to amend the Planning Scheme is required.

Status - on target

Action 13: Create a developer contributions scheme

The Developer Contribution Scheme is a multi-year project that allows Council to collect funds from new developments to cover the costs of infrastructure. Currently work is focused on planning for specific infrastructure needs and works to which developers would contribute. In early to mid-2019, work is expected to commence on a Planning Scheme amendment, with the public exhibition process to follow in the second half of 2019.

Status - behind schedule



Action 14: Create a new suburb for Northland

The first draft of the Structure Plan for the area, which will guide future development, is expected to be shared with the community in early 2019. After further consultation and then adoption by Council, work will commence to amend the Planning Scheme.

Status - on target

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

Advocacy for the removal of all four level crossing crossings has been a priority for Council, who was instrumental in securing a commitment to fund the concurrent removal of all four level crossing crossings in Preston, including Oakover Road, Bell Street, Cramer Street and Murray Road.

Council continues to advocate to government to improve the complex road network adjoining the level crossing as proposed in the Reservoir Structure Plan. This would deliver broader benefits, such as improving pedestrian safety and connection between Edwardes Street and Broadway. This is in addition to lobbying for improvements to the proposed Reservoir Railway Station Precinct, which will improve its ground level activation, the functionality of a pedestrian plaza linking Edwardes St and Broadway and the general design, to ensure that an iconic station precinct is developed.

Council has also lobbied and gained support for the removal of the High Street Reservoir level crossing.

Status - on target

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

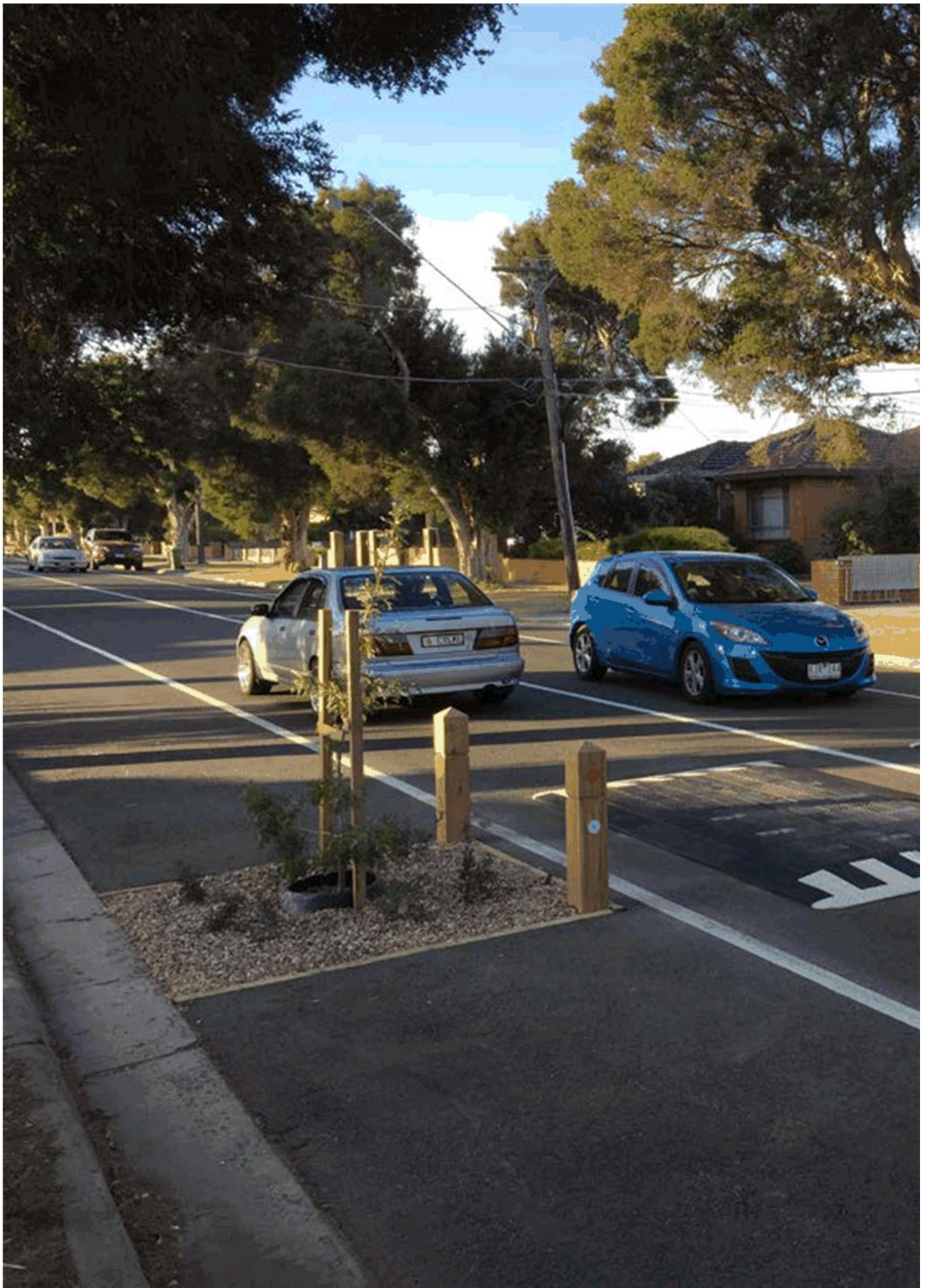
Council has undertaken community engagement activities to develop a new vision for Central Preston. Activities included targeted stakeholder workshops, street stands and a one-day Future Preston Summit held in the Shire Hall. Council will be briefed on the outcomes of the community engagement and next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

This work will help Council to advocate to the State Government for an integrated level crossing removal and station redevelopment at Bell Street, and the review of the planning controls for Preston Market. Together these projects are an opportunity to revitalise the area and deliver improved community outcomes.

Status - on target



09





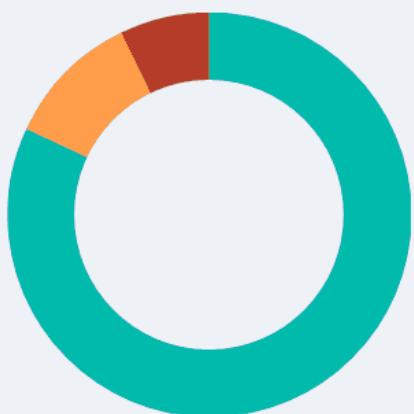
CAPITAL WORKS



CAPITAL WORKS

Second Quarter 2018-19

Overall Performance



- **82%** On track
- **11%** In danger of missing target
- **7%** Has/predicted to not meet target

This is the second year of the Council Plan 2017-21. Darebin’s capital works program continues 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 122 projects. The budgeted capital expenditure for 2018-19 included \$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 31 December 2018, 82% of projects are on track, 11% are at risk of missing target and 7% have missed target. Council is working to ensure a successful delivery of these projects within the 2018-19 Financial Year.

Actual spend on the capital works program to date is \$12M. As at 31 December 2018 there is a further \$9.59M of agreed and committed work under contract that is set to be delivered.



Completed Works

As at 31 December 2018, a number of projects have already been completed including:

Dundas Bridge

Actual expenditure 2018-19: \$170,973

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, and solar lights on the deck 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.

KP Hardiman Reserve (hockey surface)

Total project budget 2018-19: \$80,000

Total expenditure to date: \$34,724

Darebin Council completed work on the KP Hardiman Reserve (hockey surface) in September. The works undertaken have extended the lifespan and the safety of the hockey pitch for schools, community use and the La Trobe Hockey Club.



CAPITAL WORKS

Second Quarter 2018-19

Other Progress Highlights

There are 122 separate programs and projects with the capital works program. Below is a selection of projects that will be progressing in your neighbourhood.

Darebin Arts Centre Foyer – Building Upgrades

Total project budget 2018-19: \$1.22 million

Current expenditure to date: \$53,314

The Council is transitioning the Darebin Arts Centre (DAC) away from a Council facility to a dedicated arts centre. The DAC is undergoing refurbishment works which includes an upgrade of the foyer and installation of a wheelchair lift. 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 contract has been awarded and construction work will commence shortly.

Fairfield Village Streetscape Masterplan Implementation

Total project budget 2018-19: \$0.15 million

Current expenditure to date: \$26,176

The Fairfield Village Streetscape Master Plan is currently being prepared in collaboration between the Public Places, Transport Engineering and Transport Strategy teams of Darebin City Council. This is a five-year masterplan with the following actions planned 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 contract has been awarded and construction work has commenced.



14

Footpath Program – Renewal and Disability Access

Total project budget 2018-19: \$2.596 million
Current expenditure to date: \$2.53 million

This program is progressing ahead of schedule with funds expected to be fully spent by the end of the financial year. Year to date, Council has replaced approximately 17,392m² of footpath year-to-date.

Playspace Upgrade Program

Total project budget 2018-19: \$0.719 million
Current expenditure to date: \$39,980

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 six 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.

Of the four playspaces above, two are out to tender: Bundoora Park River Red Gum and All Nations Park East.

Traffic Management

Total project budget 2018-19: \$0.49 million
Current expenditure to date: \$229,697

Design projects are progressing well, with the locations and types of treatments in the Clarendon and Cheddar area to be confirmed in March 2019. A contract has been awarded to complete work for Main Drive. Detailed designs are under review for works in Northcote. Specific consultations with properties directly adjoining the prioritised sites will commence in February.

Construction work for the Oakhill Ave road safety project is close to completion with the remaining line marking works to be completed by mid-February. The Springthorpe Boulevard and Queen Street road safety projects have been completed.



CAPITAL WORKS

Second Quarter 2018-19

Road Resurfacing/Reseal Program

Total project budget 2018-19: \$1,508 million
Current expenditure to date: \$45,554

Works have commenced on selected streets across the municipality and are on track to meet our Council Plan commitment to maintain satisfaction with local roads above 80%. Asphalt and 99% recycled content will be used for the reseal of roads. The project is on track.

Pitcher Park Pavilion Upgrade

Total project budget 2018-19: \$0.52 million
Current expenditure to date: \$304,998

This project will upgrade the pavilion to create a contemporary facility, which include the installation of solar PV panels and battery storage. The renovation will also accommodate change room facilities for women and girls.

As at 31 December 2018, the building envelope (footings, walls and roof) was complete. The internal finishes are scheduled to be completed by the end of January 2019 in readiness for the football season.

WH Robinson Pavilion

Total project budget 2018-19: \$0.5 million
Current expenditure to date: \$131,658

This extension and refurbishment of the WH Robinson Reserve Pavilion includes new external concrete works (which will provide access for people with a disability), new internal toilet amenities, visiting change rooms, umpire change room, kiosk and storage. A new contract was awarded and work has commenced. The project is expected to be completed on schedule at the end of June.



Public Toilets

Total project budget 2018-19: \$0.497 million
Current expenditure to date: \$190,510

This project will implement actions in the Darebin Public Toilet Strategy and address the commitment in the Council Plan to build four Changing Places facilities by 2021. A Changing Places facility allows people with profound and multiple disabilities to use a public toilet safely, comfortably and with dignity.

Construction has commenced on the Kelvin Grove facility, while development of the designs of the Edwards Lake Park, All Nations Park and Bundoora Farm Changing Places facilities will commence in the third quarter.

Urban Forest Strategy Implementation

Total project budget 2018-19: \$0.45 million
Current expenditure to date: \$136,676

Between July and September, more than 300 trees were planted in parks and more than 1000 trees were planted in nature-strips. Further plantings will be carried out in April and May. In the summer season, newly planted trees in streetscapes and parks are maintained by watering, weed spraying, re-tying and adjusting stakes, and the application of mulch. Trees that were planted in the first quarter will be intensely maintained with watering and formative pruning for the next two years until they are established. They will then be maintained as part of our normal operational programs.



CAPITAL WORKS REPORT

Second 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	30%
St Georges Rd-High St Shared Path Master Plan Yr 1	\$50,000	5%
Yarana Road shared trail	\$70,000	63%
Bundoora Park Active Transport Program 2018-19	\$216,000	34%
Cheddar Road Shared Path Safety Improvements	\$148,000	59%
Cycling Facilities 2018-19	\$111,000	90%
Buildings		
Gellibrand Kinder - Additional Vapour Intrusion Sampling report	-	98%
Northland Northcote Customer Service Centre 2017-18	\$13,340	100%
Neighbourhood Houses - accessibility works, design and investigation	\$1,139,000	59%
Merrilands West Building Renewal	\$432,000	19%
Melbourne Innovation Centre shade structure	\$37,000	21%
PMC Office Accommodation 2018-19	\$648,000	26%
Underground Power Supply Preston City	\$177,342	93%
NARC Schematic Design	\$432,000	19%
Pavilion upgrade Pitcher Park, Cnr Separation Street and Keith Street Alphington	\$520,000	75%
Reservoir (RLC) Roof Replacement	\$300,000	18%
Bill Lawry Oval Redevelopment	\$1,500,000	33%
Reservoir Community Learning Centre Foyer Re-design	\$27,000	100%
Preston Municipal Complex - Lift Replacement - 350 High Street, Preston	\$14,000	100%
Pavilion Renewal - WH Robinson Reserve - Halwyn Crescent, Preston	\$500,000	40%
BT Connor Reserve Pavilion Upgrade Detailed Design	\$81,000	50%
Preston Municipal Complex (PMC)	\$297,000	15%
NARC Maintenance & Renewal Program	\$162,000	10%
GE Robinson Reserve Pavilion Upgrade 2018-19	\$751,000	20%
Raleigh St Children Centre	\$40,000	25%
Preston Town Hall Heritage Building Works 2018-19	\$675,000	22%
Building Renewal Program (BRP)	\$400,000	50%
Bundoora Park Female Change Room 2018-19	\$176,000	36%
Darebin Arts Centre (DAC) Foyer Upgrade 2018-19	\$1,218,000	58%

Project by Asset Class	Total Budget	% Complete
Buildings (cont.)		
JE Moore Park Pavilion Female Public Toilet Design 2018-19	\$282,000	39%
Bundoora Homestead Minor Asset Renewal and Upgrade	\$45,000	42%
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	19%
Public Toilet Strategy Implementation 2018-19	\$497,000	21%
High Street Preston No 421 Walkway Design and Demolition	\$500,000	5%
Darebin Multi-Sports Stadium	\$5,989,000	39%
The Bridge Thornbury Outdoor Redevelopment	\$38,000	15%
Darebin Childcare and Kindergarten Outdoor redevelopment	\$27,000	15%
Drains		
Byfield Street Drainage Improvement Works 2018-19	\$173,553	47%
69 Wilson Boulevard Drainage Improvement Works 2018-19	\$391,182	17%
Stormwater Pipe Relining Program 2018-19	\$273,000	30%
IW Dole Reserve Playground Drainage	\$16,000	5%
Mais St - Purinuan Rd, Reservoir Drainage Improvement	\$180,000	59%
3-19 Miranda Rd, Reservoir Drainage Improvement	\$108,000	59%
St Vigeons Rd - Miranda Rd, Reservoir Drainage Improvement	\$237,000	59%
Jackman St - David St, Preston Drainage Improvement	\$300,000	59%
DISC Stormwater Harvest & Flood Mitigation 2017-18	-	90%
Reactive Minor Drainage Improvement Program 2018-19	\$108,000	40%
Reactive Drainage Renewal Program 2018-19	\$108,000	60%
Design of Gilbert Rd & Knox St, Reservoir Drainage Improvement	\$33,000	27%
Stormwater Drainage Contributions Program 2018-19	\$25,000	27%
Fleet		
Vehicular Plant Replacement - Light Vehicles Year 2018-19	\$556,000	70%
Vehicular Plant Replacement - Heavy Vehicles 2018-19	\$2,742,000	30%
Electric Vehicles	\$130,000	30%
Footpaths		
Footpath Renewal Program 2018-19	\$2,596,000	90%
Footpath Walkability Improvements 2018-19	\$310,000	20%
Walking Initiatives 2018-19	\$441,000	74%

CAPITAL WORKS REPORT

Second 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	10%
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	Merged with Libraries Technology Strategy
Open Space		
Increase in drinking fountains in Darebin	\$250,000	29%
Minor Streetscape Furniture Works and Beautification	\$174,000	14%
Playspace Upgrade Program 2018-19	\$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	20%
KP Hardiman Precinct Redevelopment – Schematic Design	\$80,000	46%
Pocket Small and Medium Parks Upgrade Program 2018-19	\$313,000	17%
Pitcher Park Sportsfield Lighting – Keith Street, Alphington	\$372,000	95%
Edwardes Lake Park Athletics Track Refurbishment-Synthetic Sporting Surface Replacement Program	\$400,000	18%
BT Connor Reserve – Sportsfield Lighting Construction 2018-19	\$507,000	65%
Urban Forest Strategy Implementation 2018-19	\$450,000	43%
Dole and Donath Master Plan Implementation 2018-19	\$100,000	37%
Robinson Capp Master Plan Implementation – Halwyn Crescent 18-19	\$147,000	5%
Fairfield Village Streetscape Master Plan Implementation (YR 1) 2018-19	\$150,000	51%
Penders Park Master Plan Implementation 2018-19	\$257,000	48%
Bill Lawry & Oldis Gardens Master Plan Implementation	\$1,878	5%
Mayer Park Master Plan Implementation 2018-19	\$100,000	31%
Batman Park Master Plan Implementation	\$160,000	6%
Bundoora Park Precinct Master Plan Implementation 2018-19	\$200,000	22%
Bundoora Homestead Playspace	\$432,000	43%
Merri Park Baseball Diamond Refurbishment	\$19,000	36%
Synthetic cricket wicket installation 2018-19	\$50,000	33%
Irrigation Upgrades and Renewals	\$105,000	27%
Sportsground Upgrades	\$255,000	48%
Mayer Park Surface Works	\$271,000	59%
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	77%
Youth Service Equipment and Asset Program 2018-19	\$160,000	39%
Art Collection Acquisition 2018-19	\$100,000	16%
Monument Public Art to celebrate Darebin's migration story	\$40,000	15%
Northcote Town Hall Minor Asset Renewal and Upgrade	\$100,000	50%
Darebin Arts Centre Minor Asset Renewal and Upgrade	\$136,000	40%
RLC Pool Plant Renewal and Maintenance	\$216,000	36%
PMC Chiller and Boiler Replacement - Gower Street	\$529,000	49%
PMC Preston Fire Panel Renewal Upgrade	\$164,000	2%
Replacement of Mobile Garbage, Green Waste and Recycling Bins 2018-19	\$300,000	50%
Roads		
Road Rehabilitation - McLachlan St, Northcote	\$350,000	20%
Road Rehabilitation Program - Simpson St 2017-18	-	41%
Road Rehabilitation Edwin St - Station St to Rathmines St, Northcote	\$540,000	57%
Road Rehabilitation - Myrtle Grove, Preston	\$296,099	16%
Wood Street Bridge Replacement Financial Contribution	\$450,000	15%
Kerb and Channel Program 2018-19	\$378,000	30%
Bridge Renewal - Dundas Street Pedestrian Bridge - Darebin Creek, Preston	-	100%
Streets For People 2018-19	\$450,000	31%
Road Rehabilitation - Cornwall St Northcote 2018-19	\$100,000	10%
Right of Way Rehabilitation Program 2018-19	\$169,000	70%
Rathcown Road Bridge Construction	\$972,000	18%
Beavers Road Bridge Construction	\$3,150,951	31%
Road Resurfacing Program 2018-19	\$1,508,000	56%
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	24%
Pedestrian Crossing 2018-19	\$386,000	36%
Retrofit Parking Bays for Persons with a Disability 2018-19	\$157,000	88%
Safe Travel 2018-19	\$481,000	52%
Traffic Management and Road Safety 2018-19	\$490,000	62%
Northern School for Autism Crossing	\$40,000	71%





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 has developed a strategic plan with a number of key projects, including the Solar Gardens Project, which aims to provide electricity generated by solar panels to those households unable to generate their own energy.
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 11 and 12 September 2018. More than 300 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 discussed. Council is progressing its roll-out of solar panels across Council-owned buildings and is developing a Carbon Management Plan. Council co-hosted with the Environmental Film Festival to show three feature length films and hosted two panel discussions in November 2018. The films and discussions reiterated Council's strong support for action on the climate emergency, in protecting natural heritage and supporting the community to live more sustainably. More than 400 people attended the three sessions, with social media posts reaching more than 8000 people.
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 of the Community Emergency Risk assessment has been completed by the Municipal Emergency Management Planning Committee, along with a review of the Pandemic Sub Plan. Updates on the Municipal Emergency Management Plan and the Relief and Extreme Heat Sub Plan are under way.
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 Plan will now be the Rain 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.	Council's 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 has involved 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 of investments that can be made with institutions that do not finance fossil fuel projects.
Council will purchase and operate two electric vehicles as part of its fleet.	Planning has commenced for the purchase of two electric vehicles and associated charging infrastructure. This will be delivered by the end of the financial year.
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 to ensure the best value for Council. The first stage of research and data collection has been completed. An interim vehicle list with more sustainable and efficient options is in operation.



2018–2019 actions working towards targets:	Progress comments:
<p>Council's building maintenance, upgrade and design work will, at a minimum, meet the standards in the Environmentally Sustainable Development (ESD) Policy.</p>	<p>Council's Environmentally Sustainable Design (ESD) policy will be applied to all relevant projects going forward. Major projects such as the 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.</p>
<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>So far this financial year, 430 solar systems (or around 1,800 kW) have been installed under Darebin's Solar Saver Program. The Victorian Government's initial decision to preclude Darebin residents from the new solar rebate reduced the program uptake to 430. The Victorian Government has now reversed this decision and is extending the rebate to the Darebin Solar Savers program.</p> <p>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 of 31 December 2018, the total amount of solar power installed is 27.8 MW which means that Council is 53% of the way to doubling solar capacity by June 2021 and on track to meet its target.</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>Two businesses had their lights upgraded to LED in this quarter. It is anticipated that an additional eight businesses will have their lights upgraded through this program during the financial year. The Solar Saver scheme continues to be promoted through Council's business channels, including e-news, website and social media.</p>
<p>Increase the number of certified sustainable businesses in Darebin and add businesses to the Green Business Directory.</p>	<p>In this quarter, eight businesses were awarded a 'We are Greening our Business' certificate and were listed on the Green Business directory. In November, a Green Business networking event was hosted at Moon Rabbit, with a strong theme around becoming a zero waste business and the opportunities for waste reduction and recycling. The benefits of solar, energy efficiency and waste reduction were highlighted through the production and promotion of three videos focusing on local case studies of Charles Sandford and McKay Joinery, Show Works and Exquisite.</p>
<p>Commence the development of the Integrated Water Management Strategy by updating flood modelling for the Municipality.</p>	<p>Work will shortly commence to update the information on Council's mapping system. This will assist in the development of the Integrated Water Management Strategy (now the Rain Management Plan).</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:
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.	Rain gardens and passive tree watering diversions have been incorporated into road rehabilitation projects across the municipality, such as the road reconstruction of Edwin Street Preston. 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.
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 Phase 1, launched on 27 September 2018, has delivered three months of recycling education activities/events, a film night, a guest speaker, videos and information. The new information resources – Recycling at a Glance quick guide and more detailed A-Z Guide for Recycling and Waste – have been welcomed by the community, who also love the new images and new campaign look.
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. Current priorities are undertaking a detailed analysis, focussing on the best end destinations for waste with the lowest carbon emissions; opportunities for circular economy gains; trials and other opportunities.
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. The trial's findings show that 72% of residents support the wider rollout of food waste collection in green bins throughout the municipality. Financial modelling for a wider roll-out is in progress.
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 across all Council departments. Council is one of the first to do this and has been called on to advise a number of other residents and councils from Melbourne and interstate.
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 called on the State Government to spend the Landfill Levy funds on projects for climate change, waste and environmental outcomes, with transparency, honesty and urgency. Council and the Municipal Association of Victoria (MAV) are currently establishing a regional Landfill Levy Advocacy Group of Councils across Victoria. Council submitted to the review of the Product Stewardship Act, advocating for national leadership on issues including e-waste product stewardship, effective recycling, container deposit legislation, single-use plastics, mandatory microbeads phase-out, and on the growing tide of single-use disposable coffee cups.
Continue providing waste and recyclable collection services in line with Council's service standards.	Community satisfaction with this service is currently at 99%, with all services meeting agreed service standards.

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.	Council is working with car share companies to further increase the number of permanent spaces throughout Darebin. To date, 32 spots out of our target of 100 have been installed. Fifteen new car share bays are being investigated this year. Promotional and advertising material on car sharing is also being developed.
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'.	Council's partnership with Reservoir West Primary School as part of the Octopus pilot program is complete. The raised pedestrian thresholds will be constructed in early 2019. Evaluation of the program will occur in Term 1. Council will continue to work with the school to support them in the program in coming years. The new Octopus School (Newlands Primary) has been engaged and programs with the school will begin in Term 1.
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).	Ride2Work Day was a great success, with 28 local businesses participating and a WeCycle community event for than 150 local bike riders, which was supported by Council. The Spring Bike Skills program is now complete, with six courses having been delivered. The next program will run in Autumn.
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.	50% of the detailed designs of the Streets for People project in Northcote/Thornbury have been received, with remaining designs scheduled for completion in January 2019. Works to start building the individual elements of this corridor are expected to commence in March 2019.
Engage the community in development of a second 'Streets for People' corridor that will improve road safety, and prioritise cycling, walking and traffic calming.	Council has endorsed the feasibility study for eight new Streets for People corridors and the next two corridors for delivery - Preston Activity Link and Northern Reservoir. Consultation will begin in early 2019.
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.	New parking restrictions have been installed in the Fairfield Village area and are currently being monitored. The construction of four new crossings along South Crescent will commence in February 2019. The design of two signalised pedestrian crossings is well underway for Separation Street, Northcote and Edwardes Street, Reservoir.
Install new drinking fountains in parks and shopping strips across Darebin.	Installation of 22 drinking fountains is programmed for 2019. The locations for these drinking fountains have been identified either through community request or in locations on retail streets or well-used parks that do not contain a drinking fountain. Key locations include sites along the Darebin Creek Trail, Preston Civic Precinct, Reservoir Library, Fairfield Library, Bundoora Farm, as well as several neighbourhood parks with sporting infrastructure or a play space.

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:
Deliver 100% of the 2018 19 footpath renewal program.	This program is progressing ahead of schedule, with all funds expected to be fully spent by the end of the financial year. To date, Council has replaced approximately 18,000 sqm of footpath.
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.	<p>The Regent Street bike crossing along the Great Western Shimmy Route and the Station Street crossing on the Christmas Street Shimmy Route have been completed.</p> <p>The following projects are in also being implemented:</p> <ul style="list-style-type: none"> - approvals for bike lanes at Victoria Road and Darebin Road are underway - designs for a shared path for the south side of Kingsbury Drive between Plenty Road and Ring Road are complete - designs for bike lane improvements on Gower Street at Plenty Road and Albert Street Preston are complete - designs for bike lane improvements on Regent Street at Spring Street are complete - a feasibility report has been commissioned for an off-road path along the eastern side of the Mernda Rail-line between Ruthven and Keon Park Stations.
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.	<p>The construction of the shared path realignment at Hickford Street has been procured and will commence in February 2019.</p> <p>Further safety works as identified in the safety audit will be completed early in 2019.</p>



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2018–2019 actions working towards targets:	Progress comments:
Undertake planning for safety and landscaping improvements to the St Georges Road - High Street Shared Path (Northern Pipe trail project).	Following advice from the State Government that their priority has shifted away from short-term works to the cycling network that contains the southern sections of the Northern Pipe Trail, Council will advocate for improvements on State Government-owned sections of the trail. The Northern Pipe Trail Community Project Control Group has worked to identify a series of quick-win improvement projects that are being implemented in areas of the trail that are owned or managed by Council. Planning is underway for medium and longer-term projects and for advocacy to create an integrated, safe and inviting cycling spine for Darebin.
Seek VicRoads approval for further speed limit reductions to 40km in priority locations.	Applications to VicRoads requesting the change of speed limit signs to 40km/h will be completed in March 2019. The 40km/h areas that council intends to change this year include: <ul style="list-style-type: none"> - the residential area east of Grange Road - the area bound by High Street, Victoria Road, Darebin Road and Separation Street - the areas west of St Georges Road between Miller Street and Arthurton Road - the area surrounding Reservoir West and Newlands Primary Schools. 40km/h speed limits are also proposed to be installed through these projects: <ul style="list-style-type: none"> - Northcote Local Area Transport Safety Project: High Street, Victoria Road, Clarke Street to Separation Street - Clarendon Local Area Transport Safety Project: High Street, Victoria Road, Dundas Street to Darebin Road - Streets for People Project: Miller Street Preston to Charles Streets Northcote along the eastern side of the Mernda rail corridor east to High Street.
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 the removal of all four level crossings has been a priority in Council's pre-election campaign. The State Government has now committed to the removal of four level crossings in Preston. In the December quarter, Council advocated for improvements to the proposed station building and its surrounding precinct at Reservoir. This includes a focus on the ground floor activation of the station building, width of the pedestrian plaza, integration of public art and the overall need to achieve an exemplary level of design.
Advocate for the State Government to fund a feasibility study for the extension of Tram Route 11 to Reservoir station or La Trobe University.	A call for the State Government to undertake a feasibility study to examine the extension of the Tram Route 11 to Reservoir Station formed one of Council's six key advocacy priorities in the lead up to the Victorian State Election and Council is continuing to advocate at state and federal level. The State Government has committed to future proofing the level crossing removal at Reservoir to allow for it.
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.	Council is advocating for improved bus and tram routes along its east-west axis and is working to ensure integration with the proposed Suburban Rail Loop. This includes participating in a State Government-led planning process on broad transport outcomes for the LaTrobe National Employment Cluster and the region. This will guide future priorities and investment in the region.

GOAL 1

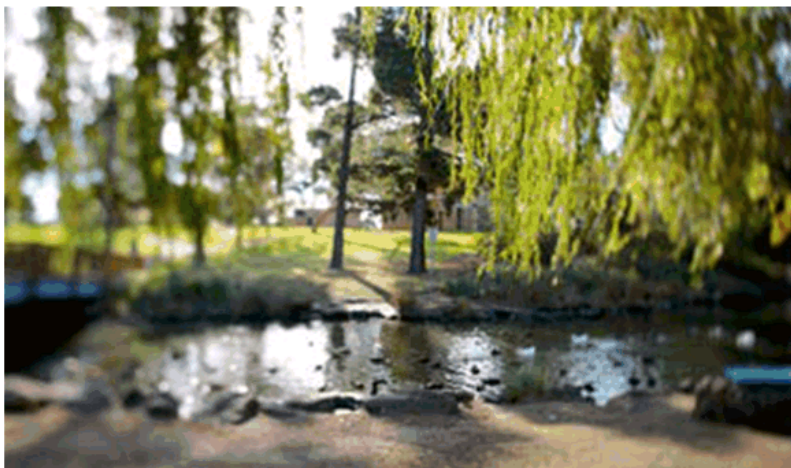
We will be leaders in creating a sustainable city through local innovation projects that address climate change.

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:
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. Since its establishment, the group has met four times and has provided guidance and feedback on the Open Space Strategy. Most recently, they have begun work to identify a longer-term vision, goals, actions and a governance structure for the Committee.
Conduct a detailed biodiversity study to help inform future work to conserve and enhance biodiversity across the City.	As part of developing the draft Open Space Strategy, research identified that the 2011 Biodiversity Inventory provides a reasonable basis for biodiversity management planning. The priority is therefore the development of a Biodiversity Management Plan. Some data gaps need to be updated; however, the ideal time for collecting this in spring. In 2018–19 elements of Council's current practice will be reviewed and planning for the collection of data to fill any gaps will then take place.
Undertake planning for improvements at Mayer Park and Penders Park including consultation, design and priority construction projects.	A Community Project Control Group has been established to work with Council to create improvements plans for both Mayer and Penders Parks. These Groups are steering the process of developing improvement plans using an innovative engagement process that sees a greater level of strategic input given to the community. Both groups have undertaken broader engagement activities, explored options and priorities and developed briefs to guide future work. Following these consultation sessions, master plan documents are now being developed using the information collected from their discussions with the community.
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 2019.
Make improvements at Donath Dole Reserve to extend the internal path network.	The Donath Dole Community Reference Group has identified and prioritised works for this financial year, including installation of a new BBQ area, seating and tree planting. Construction is anticipated in May 2019.
Improve the entry to Batman Park with new landscaping and seating.	The design of landscaping improvements at the entry of Batman Park is underway and consultation with the community will occur in early 2019. Implementation and planting will then follow.
Deliver Council's park maintenance programs in accordance with Council's level of service.	Key performance indicators have been set for all park maintenance activities and are monitored monthly. These include mowing, weed control and mulching. In the second quarter, 95% of maintenance activities were completed on time. Twenty random audits of parks and reserves were also undertaken. This resulted in additional plannings for several parks and streetscapes.



2018–2019 actions working towards targets:	Progress comments:
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 stopped due to the onset of summer. It will resume in March/April 2019, with further whole street and infill plantings. Trees that were planted in the first quarter will be maintained for the next two years with watering and formative pruning as necessary.
Plant 5,000 indigenous plants within conservation parkland and bushland.	Five hundred trees and shrubs were planted along the Merri Creek in the second quarter. Planning for planting projects in April, May and June 2019 is in progress. Community days were held, consisting mainly of flora and fauna surveys.
Develop a Local Law for the protection of trees on private property.	The draft local law for tree protection on private property was discussed at a Council briefing in November 2018. The law will be presented to Council for endorsement to go out to community consultation on 4 February 2019.
Finalise the installation of four new rain gardens/ water sensitive urban devices.	Four sites have been identified that will include a rain garden or water sensitive urban device. The sites are the Edwin Street reconstruction, Preston; the Cornwall Street reconstruction Northcote; the Purinuan Road / Mais Street drainage improvements and the reconstruction of McLaughlan Street, Northcote. Designs are near complete on these projects and construction is anticipated to commence by March 2019.



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.	Council has successfully delivered the Turn Up program at the Decibels Youth Music Centre. Regular attendance has been maintained and high levels of trust established with young people. Referral support to other tertiary services has been provided as necessary.
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, in partnership with the Young Citizen Jury, supported the Journey to Freedom community event during Mental Health Week 2018. The event was attended by 150 young people. Council participated in the William Ruthven Secondary College's School Community Action Teams to improve student and parent awareness of mental health and the available support to Year 7 to 9 students.
Adopt and implement a Gender Equity and Preventing Violence Against Women Plan.	The development of the action plan is on track, with the draft to be presented to Councillors in March 2019. Key projects delivered this quarter included the commencement of the pilot project Gender Equity in the Early Years and activities as part of the 16 Days of Activism against Gender-Based Violence.
Implement the Health and Wellbeing Plan 2017–2021.	The 2018–19 Action Plan was submitted to the State Government in November 2018, as per legislative requirements. The Because of Her We Can Darebin Schools' Yarning Conference was delivered in October 2018, attended by 300 Grade Five students. The event celebrated Aboriginal history and culture, with a focus on the contribution and leadership of Aboriginal women.
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, in conjunction with the Northern Region Immunisation project team, is in the process of engaging a suitable external researcher to identify and develop strategies to ensure all vulnerable children entering early years services are fully 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 service has reviewed all their policies and procedures to ensure the service is culturally safe and appropriately responsive to Aboriginal and Torres Strait Islander families. Participation rates of Aboriginal and Torres Strait Islander families in the Maternal and Child Health service increased to 79.58% compared to 73% at the same time last year.
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 with council officers to develop a Landscape Upgrade Plan for Ruthven Reserve. Council resolved at its 7 November 2018 meeting to maintain the entirety of the site as a natural park and to continue to work with both the reference group and the broader community as the plan for park improvements 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 10 supported playgroups, including a Saturday group to assist father's/partner's attendance. Sixty-two families attended the supported playgroups. An additional 43 families were supported to attend local community playgroups. Council facilitated eight Let's Play children's activities. Seventy-one children attended.



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 has identified 15 key themes related to the aspirations of and challenges faced by young people. These will be explored further with young people and other stakeholders in the next stage of the strategy's development.
Explore mentoring opportunities for at-risk young people that support their social and vocational development.	Council delivered approximately 19.5 hours of one-on-one mentoring to young people per week. A list of mentoring opportunities has been developed by young people to access which has been widely promoted. Council provided the mentoring information to the Inner Northern Youth Employment Taskforce Mentoring Exchange Bank Project.
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 commenced providing outreach services to young people in new locations, including Reservoir, Keon Park and Kingsbury. Council has made initial connections with local support services, including Victoria Police and homelessness and drug and alcohol services.
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 two-thirds of the equipment needed for the renewal of essential assets. These will be used at The Hub and Decibels Youth Music Centre 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. The independent panel developed a discussion paper which was distributed to residents, community groups and stakeholders during the second quarter. During the first round of consultation, 896 community members participated, there were 44 events, and 402 written submissions were received. A draft report will be published in April 2019.
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 within the municipal area is being implemented and is on track.

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:
Design six play spaces for construction in 2019–20 financial year.	Designs for improvements at seven 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. Construction will occur in future years, subject to funding allocation through the annual budget process.
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.	The tender process for the All Nations Park project did not receive a satisfactory response so the tender package is being re-scoped and put to market again in early 2019. The bespoke Bundoora Park playspace is in detailed design.
Undertake a comprehensive investigation into the current asset condition of sporting facilities.	Fourteen of Darebin's Australian Rules Football facilities were audited under the Melbourne North Regional Strategy. This strategy identifies the gaps, key regional drivers of demand and identifies opportunities to accommodate participation growth across the region. A review of current asset condition data will be conducted with a review of the Outdoor Sports Venues Priority Plan. Completion of this work will result in a clear understanding of the current asset condition of Darebin's outdoor sporting infrastructure and the existing and future needs of the community.
Investigate the challenges and opportunities for Reservoir Leisure Centre so the long term future of the facility can be planned for and actioned.	An independent peer review of the Reservoir Leisure Centre (RLC) Condition Audit 2017 has been completed. A request for quote for a feasibility study and business case to explore a number of options for the future of the RLC has commenced. This will consider the existing and future needs of the community that the facility services and a range of options for how these needs can be met. Investigation into what immediate works can be done to improve the facility are also underway, with an indoor pool closure scheduled in early January to be able to commence preliminary improvement works.
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).	Works are nearing completion for Oval upgrades at Preston City Oval, Mayer Park and Capp Reserve. All projects are at the growing-in stage. Merri Park baseball diamond resurfacing has been completed.
Complete the construction of the outdoor netball courts as part of the Multi-Sport Stadium redevelopment.	Construction of the outdoor netball courts has commenced, with bulk excavation works well underway.
In consultation with the community, commence detailed design for the Multi-Sport Stadium.	A tender to appoint an architect for the design of the indoor netball stadium was advertised in December 2018 and will close in January 2019. It is anticipated that an architect will be appointed by March 2019, after which design will commence.
Adopt the preferred redevelopment option for the Northcote Aquatic and Recreation Centre and commence schematic designs in consultation with community.	Requests for proposals from pre-qualified architects will be sought in January/February 2019. Detailed investigations and essential repairs are being undertaken to ensure the business can operate until the site is redeveloped.



2018–2019 actions working towards targets:	Progress comments:
<p>Deliver four community workshops aimed at building the capacity of Darebin's Sports Clubs to foster social connection and participation.</p>	<p>The first of the four workshops was delivered on 24 October, launching the short film "Front and Centre: Achieving Gender Equality on and off the Field" and holding a Q&A session with club representatives on the topic of gender equity in sport. This forum identified some of the challenges for clubs and the strategies that can be used to make positive inroads into increasing the participation of women and girls in all aspects of sport.</p> <p>Planning is underway for the delivery of the next forum: the Sports Club Breakfast on 8 February 2019.</p> <p>Subsequent sessions will focus on capacity building in the areas of Sponsorship in April and LGBTQI awareness in late May /June.</p> <p>A survey to all clubs will be sent out next year to gather feedback and to identify what topics future forums should focus on.</p>
<p>Increase the number of people from the community participating in the Bundoora Park Farm volunteer program.</p>	<p>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 volunteer 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). This program runs from August 2018 to February 2019.</p>
<p>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.</p>	<p>All of the 50 available spaces in the community gym program have been filled. The Reservoir Leisure Centre and the Reservoir Neighbourhood House continue to work in partnership to oversee and manage the program. Reporting on non-active members occurs every eight weeks with a view to either re-engaging the participant or offering the place to a new participant.</p>
<p>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.</p>	<p>The implementation of the Performance Subsidies has continued, aligning with the season allocations. Applications were open from 24 October to 9 November 2018. The summer seasonal allocations and the annual agreements (for tennis clubs) have been completed. With 13 summer clubs and 11 annual clubs receiving a subsidy.</p>
<p>Undertake an audit of six seniors centres to establish an asset management improvement plan for the centres.</p>	<p>Detailed building inspections have been completed for six senior centres. Immediate maintenance requirements are being rectified while a renewal program for the buildings is being established.</p>
<p>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.</p>	<p>Following Council's September resolution to transition the Northcote Town Hall Arts Centre and Darebin Arts Centre away from a venue for hire facility model to a dedicated arts centre model, staff have developed communication plans, transition plans and are working on a five-year business plan that will ensure sustainable operation and improved outcomes for artists, audiences and community.</p>

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:
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.	Council is creating a Measures and Evaluation Framework, Public Programs Strategy which aim to further develop Bundoora Homestead and arts outcomes for our community. A new artist-designed play space will also be delivered on the grounds at the Homestead. In addition, Council is also delivering significant exhibitions such as Lucky? and These Monuments Don't Know Us featuring artists from diverse backgrounds and exploring themes relevant to our community.
Deliver year one priorities of the inaugural Darebin Future of Festivals Framework.	A Future of Festivals report was considered by Council in December 2018 and Council resolved to move to a model of major annual Autumn and Spring Festivals. A Festivals Framework will be available for public consultation in January/February.
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.	An external events consultant has been engaged to review and interrogate over twenty recommendations of an external audit of Events in Darebin report from 2017. An interim report has been delivered to Council and a three-staged process has been formulated to ensure Darebin's current risk exposure is mitigated through the introduction of a new centralised events consultancy and permit service. The tiering of stages over the next three years is designed to address the most urgent remedial issues in order of priority, and to enable a strategic build of resource, research and expertise through the implementation process. The report findings will be presented to the Executive Management Team in February 2019 with the rollout of the event permits and consultancy service anticipated in July 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, was opened for public submissions in October 2018 and aims to enable new, first-time community events that celebrate people and place. Following an evaluation of applications, contractual arrangements are currently underway with successful applicants. Events funded through this program will be delivered by various community groups in a number of locations and settings throughout 2019.
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 creative program has been implemented to ensure all sessions of Council-produced performances at Northcote Town Hall Art Centre include access initiatives. The program has delivered 10 Auslan interpreted sessions of theatre works, four relaxed performances for people on the autism and sensory spectrum, and four 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. The Deaf Dance event was a winner of the Melbourne Fringe Festival Spirit of the Fringe Award.
Develop the 'garden gate to plate' link between the Bundoora Park Farm and Bundoora Park Café by providing farm fresh produce in the café.	Fittings for the produce area in the café have been purchased and the following items have been displayed for sale: honey, Bundoora Park Farm eggs, and apples from Apteds Orchards in Strathewen. Garden plots have been established at the farm and vegetables and herbs are growing in the plots will be sold in the café.



2018–2019 actions working towards targets:	Progress comments:
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.	The Reservoir Neighbourhood House Food Hub project service agreement was executed in October 2018.
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 in conjunction with the Homemade Food and Wine Festival. The Backyard Harvest will be co-hosted by 3000 Acres this year for the first time.
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 representatives of seniors clubs and other older adult groups to seek input into the Aged Friendly Darebin Review. Senior citizen clubs were engaged during the first consultation of the Age Friendly Darebin Review.
Undertake a feasibility study of the seven neighbourhood houses to inform future works that will enhance service provision.	The feasibility study is on track and will commence in January 2019, with the final report completed by June 2019.
Undertake a review of all community grants and funding agreements with community organisations and create a new centralised grants program.	An issues paper and proposed grants model has been completed and distributed for community consultation. The final grants model will be presented for Council endorsement in February 2019.



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 delivered an Inclusive Playspace and a Navigating Kindergarten and Child Care Information Session in Term 4 to agencies and services working with vulnerable children. The information session provided 30 early childhood educators and staff from 15 agencies with face to face training and resources so that they are better equipped to support vulnerable families' access to kindergarten and other early years services.
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.	The Reference Group will meet in early 2019 to review the draft Lifelong Learning Strategy prior to release for public comment. A summit is being planned to engage Darebin's learning sector in the development of an action plan to activate the strategy.
Encourage and support the participation of schools (minimum of three) in their participation of a youth resiliency program.	Three primary schools will commence the youth resiliency program in term one of 2019.
Implement Libraries After Dark to promote and deliver evening activities at Preston Library.	Libraries After Dark continues to deliver a wide range of socially connective programs for all ages including author talks, games nights, a monthly craft circle and hugely successful terrarium workshops. In partnership with Decibels, live music performances by new Darebin artists have been showcased. Libraries After Dark continues to provide an alternative to gambling for many people and funding to continue this program is being explored with our partners.
Develop an East Preston Community Centre governance and operational model for implementation in 2020–21 that best suits the community's changing needs.	Council's bid for State Government funding for the East Preston Community Centre, through the Department of Health and Human Services Neighbourhood House Coordination Program, was not successful. A paper outlining governance model options and recommendations is being prepared, to be finalised by June 2019.
Continue to grow our library service; increasing awareness and usage by our community.	Innovative approaches to raising awareness of the library service continue to be explored – footpath decals have successfully highlighted Preston Library and the Libraries After Dark program resulting in new customers. Darebin Libraries have commenced promotion of the statewide Libraries Change Lives campaign through the display of official pop-up banners at events and sharing and creating Facebook posts that feature the people who use the Darebin Libraries and the impact the service has on their lives.
Activate our library spaces through engaging events, collaborative partnerships and innovative technology solutions.	Children's Week was celebrated with a musical storytelling in partnership with the Preston Symphony Orchestra, where two picture books were brought to life through sound, words and art with the library team. Darebin Libraries hosted a number of well-attended joint activities, including recycling-themed storytimes, pop-up displays and a screening of The Clean Bin Project, to recognise National Recycling Week and encourage waste reduction.



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>In response to borrowing history and changing demographic information, investment in our Hindi DVD collection has been increased with additional titles now available. The newly released CloudLibrary service also includes digital eBooks and eAudiobooks in a number of community languages.</p>
<p>Continue to develop the library collection to meet community needs (including Premiers Reading Challenge).</p>	<p>The introduction of CloudLibrary has extended our digital collection to meet customer demand by providing access to thousands of ebooks and eAudiobooks through its easy to use app. A proportion of the Premiers Reading Challenge funding has been allocated to purchasing eBooks and eAudiobooks for children and youth.</p>
<p>Implement Darebin Libraries Technology Strategy Action Plan to deliver enhanced digital services.</p>	<p>The upgrade of powerpoints to include USB connections at Northcote Library is complete and Preston Library will be completed in early 2019. Powerpoints that include USB connections allow for the recharging and use of mobile devices. Planning is underway to replace the end-of-bay PCs to improve easy access to the library catalogue, to purchase new audiovisual equipment to support children's events and to replace the existing people counters at all branches to ensure accurate branch usage information.</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 update of the review of the Darebin Planning Scheme was provided to Council in December 2018 and the technical sections of the review that are required by State Government legislation are being finalised. Council resolved in December 2018 to undertake broad community engagement in 2019 about the future planning, growth and development in the city to define a shared vision for the future and to inform a range of policies and practices within Darebin. This work will also inform the development of Darebin's Municipal Planning Strategy (which has replaced the Municipal Strategic Statement) and Planning Policy Framework, which will take place in consultation with the State Government as part of the move to their new SMART planning program.</p>
<p>Continue to work closely with the State Government to commence the Planning Scheme amendment process for future years.</p>	<p>Council resolved in December 2018 to collaborate with the community to define a shared vision for planning growth and development. This work will also inform the development of Darebin's Municipal Planning Strategy (which has replaced the Municipal Strategic Statement) and Planning Policy Framework. The State Government is currently trialling its Smart Planning program, and Darebin will transfer to this new system as it is rolled out across local councils in Victoria.</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. Broad community engagement will take place in 2019 to define a shared vision for planning, growth and development. The project will also include research and analysis on how the economy, population, movement and technology will shift in coming decades, to inform long-term planning for the city.</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 for the Northland Urban Renewal Precinct (NURP) Structure Plan has included community consultation undertaken during May to June 2018. To inform the development of the Structure Plan, Council 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. Council is on track to share a draft of the Precinct Structure Plan with stakeholders and the community in 2019.</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, workshops and street stands. An all-day summit with visiting experts on relevant topics and a range of activities was held 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. This concept plan is expected to be finalised in 2018–19.</p>



2018–2019 actions working towards targets:	Progress comments:
<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 developed guiding principles for the Preston Market precinct, which were endorsed on 3 September 2018. Council has worked with the Victorian Planning Authority (VPA) to engage with the community and advocate for a thriving market precinct in line with the principles that Council established to guide its work. The Minister of Planning endorsed guiding principles for planning of the future of the Preston Market site that include a 'thriving fresh food market'. Council is working intensively with the VPA to define and advocate for good community, local economic and urban design outcomes for the precinct and to understand how the special qualities of the market can be protected through the planning and redevelopment process.</p>
<p>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).</p>	<p>Council has been advocating to the State Government for better sustainable transport, retention of valued biodiversity and great design through a number of projects, including the proposal sale of Dumbarton Street, Reservoir; affordable housing and great design at State Government's land assets in Oakover Village; and as part of the Reservoir level crossing removal projects.</p>
<p>Work closely with the State Government to advocate for significant improvements at Reservoir Junction at the same time as removal of the Level Crossing.</p>	<p>In August 2018, the State Government confirmed the works on the High Street, Reservoir level crossing removal will commence in December 2019, without any improvements to the adjacent road network. Council is continuing to advocate to government to simplify and improve the complex road network adjoining the level crossing, as proposed in the Reservoir Structure Plan. This is needed for improved pedestrian safety and to connect Edwardes Street and Broadway.</p>
<p>Advocate with the Level Crossing Removal Authority and other partners to maximise positive outcomes for local communities affected by level crossing removals.</p>	<p>Council has established a team dedicated to achieving the best outcomes possible for our community, including support and interventions to minimise disruption and to advocacy for the railway station precinct to be developed in a way that contributes to a thriving activity centre.</p> <p>Both Council and the Level Crossing Removal Authority (LXRA) have put in place teams to proactively communicate with and support local businesses and the community. This will assist in minimising the impacts associated with disruption from construction works and also support businesses in a way that enables them to trade strongly through the construction phase of the project.</p>
<p>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.</p>	<p>Consultation on the draft Open Space Strategy was undertaken in November and December 2018. 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. This is anticipated to commence in Q4 2018-19.</p>
<p>Continue collecting funds from developments in activity centres to support the upgrade of streetscapes adjacent to their development.</p>	<p>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.</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 development of a long-term infrastructure plan for works across Darebin, which is a critical component of a Developers Contribution Scheme.</p>	<p>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. At this stage, the planning scheme amendment process is expected to commence during the 2018–19 financial year.</p>
<p>Work closely with the State Government to seek approval for changes to the Planning Scheme required to start collection of developer funds.</p>	<p>Council will continue its advocacy to the State Government for the introduction of a Development Contributions Plan (DCP). The purpose is to levy developers for contributions to provide infrastructure that will be required as a result of future population growth. Following completion of the long-term infrastructure plan for Darebin, the schedule of works for a DCP can be completed and adopted and a planning scheme amendment to introduce the DCP into the Planning Scheme, can commence. This is a multi-year project and will require further work in future years.</p>
<p>Review the Darebin housing policy and strategies to meet long term community needs and maximise affordable housing throughout the municipality.</p>	<p>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. A joint project with Moreland has resulted in a grant to fund a part-time Housing Advisor for 3 months to build the capacity of Darebin staff to understand and advocate for affordable housing outcomes in multiple contexts. This advisor starts in January 2019.</p>
<p>Consider the feasibility and delivery model for an affordable housing site on Townhall Avenue.</p>	<p>In November 2018, Council resolved to proceed with the long-term lease of the site for the purpose of affordable housing. This follows community consultation and statutory notice in July/August 2018. An expression of interest process will be undertaken to identify a tenant that is capable of delivering and managing affordable housing on the site.</p>
<p>Advocate for high levels of affordable housing at State Government owned renewal sites throughout Darebin, including Oakover Village.</p>	<p>Council continues to advocate to and work with the State Government regarding affordable housing in Darebin, including in the Oakover Village precinct and at Dumbarton Street, Reservoir.</p>



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.	Council resolved in September 2018 that Northcote Town Hall and Darebin Arts Centre would transition to be dedicated arts hubs. A five-year operational plan is in development for these two precincts. This aligns with the Bundoora Homestead Arts Centre's growth strategy to strengthen cultural hubs with increased visitation, community participation, arts programming and creative partnerships. There has been increased visitation within all three creative precincts. The Northlands Creative Strategy was developed as part of the Northland Urban Renewal Project during this reporting period. It directly addresses a number of 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, which will be considered by Council in early 2019. Following this, community input will be sought prior to finalisation and adoption of the framework.
Scope a new landmark public art commission that acknowledges and recognises Darebin's migration story.	Scoping of the new public art commission has commenced. Governance matters and artist expressions of interest process have been designed and are currently being tested with a smaller scale public art project. A rolling reserve for Public Art was established to ensure a future fund for public art commissions and is available to realise new and significant permanent public artworks.
Undertake a professional and market-led valuation of the indoor art collection for insurance purposes.	Upgrades to the art collection database are currently in progress. In early 2019, further data will be added to the database and a valuer appointed.
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. A report to Council is anticipated in June 2019, with the first full year of data and analysis tabled and detailed in the report.
Design, develop and implement a municipal-wide arts marketing plan to diversify audiences and grow visitation across signature arts precincts in Darebin.	An Arts Precincts Marketing Overview has been completed, incorporating Darebin Arts Centre, Northcote Town Hall Arts Centre and Bundoora Homestead Art Centre. The marketing plan should be complete this financial year.
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.	Several new artworks have been recommended for acquisition to the Darebin Art Collection. The recommendations have now been assessed by a selection panel guided by Council Acquisitions Policy. New works are in the process of being purchased. Once finalised, the artworks will be displayed and available to view online.
Complete the restoration of FIDO public art work located in Fairfield.	Application of the prescribed coating to the structure will be applied by the approved artists and will be undertaken during summer.

GOAL 3

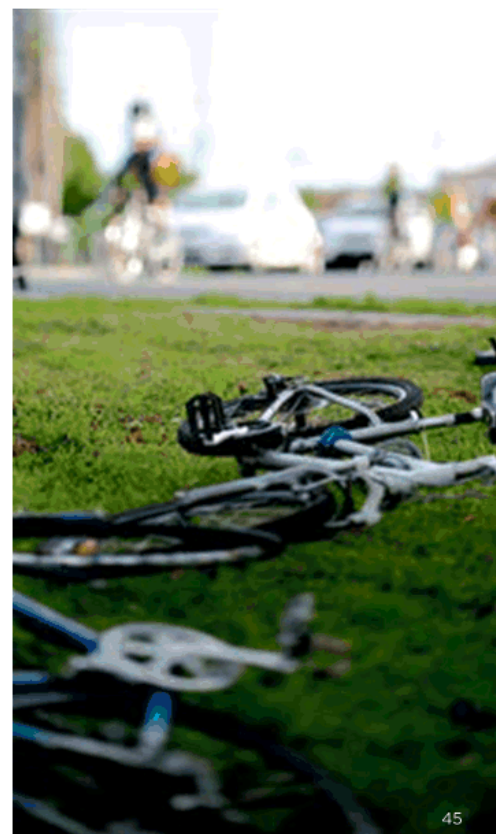
We will ensure our planning system facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community.

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 will commence along Oakhill Avenue, Reservoir in January 2019. 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 is currently being undertaken 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. Construction is on track for completion by the end of the 2018–19 financial year.
Renew three special rates schemes to enable traders associations to continue improving and marketing key activity centres.	Surveys of Northcote, Fairfield and Preston businesses have been completed in the three special rate areas and the results will inform Council's consideration of whether to commence the formal process to renew special rates levies in the centres.
Deliver maintenance programs for streetscapes and public spaces in line with current levels of service.	Council has invested substantial resources in upgrading major shopping strips and streetscapes. Contracts have been awarded for the maintenance of Edwardes Street, Reservoir; Broadway, Reservoir; Gilbert Road/Miller Street, Preston intersection; and Station Street Fairfield plantings.
Integrate safety as a high priority into all design for new public places and facilities including consideration of lighting design.	Increasing the perception of safety 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.
Continue to install high efficiency lighting whenever replacement or renewal is needed.	Council has upgraded its street lights to LED technology whenever replacement or renewal is needed.
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 was launched in October 2018 and will be open for data collection until February 2019. Additional gender and community safety audits are to be undertaken at sites identified as priorities through the map.
Deliver at least two whole of place audits to identify actions to reduce crime and improve perceptions of safety.	Two safety audits were undertaken this quarter: Johnson Street shopping precinct (Reservoir) and TW Andrews Reserve (East Reservoir), with identified actions underway. A third location identified for January 2019 is Crevelli Street in East Preston.



2018–2019 actions working towards targets:	Progress comments:
<p>Using a risk based approach, respond appropriately, consistently and in a timely manner to matters affecting the safety and amenity of our community.</p>	<p>Generally, Council's teams prioritise work needed to address highest risk. Work is progressing on reviewing and updating Council's local law, to ensure it reflects the community's aspirations and is able to effectively deliver on those aspirations.</p> <p>Oversight of the service delivery of Council's compliance areas has been improved, to ensure their operating protocols are delivering a service which is appropriate and consistent and, importantly, being delivered in a timely manner. This action is currently on track and progressing.</p>
<p>Provide an effective monitoring and compliance response to parking that supports Council's efforts to improve the safety and amenity of our road network.</p>	<p>A review of the overall parking strategy for the City of Darebin is underway. As the strategy is developed, the role of enforcement and emerging technologies will play an important role in ensuring the delivery of the outcomes of the strategy. This will ensure that Council has the capacity to meet community expectations regarding parking management into the future.</p> <p>Council's parking officers have detected 18,378 parking breaches year-to-date as part of their regular patrols. In addition, they have responded to and resolved 1,608 requests concerning parking-related matters.</p>
<p>Complete the review of the Graffiti Strategy.</p>	<p>Public consultation will begin in early 2019, with a draft of the new strategy expected to be completed by 30 June 2019.</p>

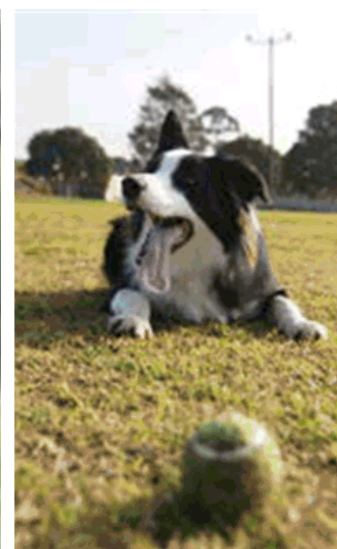


GOAL 3

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

3.3 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:
Complete 12 street art murals across the municipality to minimise graffiti occurring at hot spot locations whilst improving the amenity.	Six murals have been completed, with the remaining being prepared to commence early 2019.
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>Council is well advanced in the delivery of the Domestic Animal Management Plan's Year Two actions. Year-to-date include:</p> <ul style="list-style-type: none"> - the conducting of one three-day cat de-sexing session for residents, with another three-day session planned for the second half of the financial year - the attendance of officers at training to ensure their skills are current and relevant to the requirements of their role - the commencement of a review of the procedures for dealing with the destruction and management of dangerous and restricted dog breeds. <p>In addition, increased park patrols are being conducted during the daylight saving period to monitor the use of Council's parks by animal owners. These patrols are being conducted to ensure that safety and amenity is respected by all the users of Council's reserves and parks.</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.	A whole-of-council approach has been undertaken to review and better understand the scope of construction management issues. Officers have started re-orienting their work to take a place-based approach – for example, the City Futures team will shortly be advertising for three Place Managers (one for each ward), to ensure projects and activities that may disrupt an area are managed and communicated to our community in a more integrated way.
Prioritise the enforcement of compliance and safety issues, such as swimming pool fencing and boarding house management.	The monitoring and enforcement of safety risks related to both swimming pools and boarding houses are given priority. During the last quarter, Council issued and acted on a total of 18 building notices and four orders related to boarding houses. Many of the issues related to the failure to provide adequate safety measures in the event of a fire.



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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.	The Pitch IT 2019 program has been developed with partners and will be finalised in January 2019. Promotions are expected to begin in February 2019.
Support the establishment of a social enterprise network in Darebin.	The inaugural Social Enterprise network meeting was held on 31 October 2018, with 12 local social enterprises in attendance. Council facilitated four local social enterprises to hold stalls at the Thornbury Makers Market, Northcote Kris Kringle Night Markets and a staff Christmas pop-up event. These events were promoted widely to showcase the products and services available from local social enterprises.
Undertake research to understand Darebin's micro business structure.	The brief for this research will be distributed in January.
Undertake a business support program to assist local migrant and refugee women to start their own businesses.	A program delivered by the Global Sisters, which aims to support local migrant and refugee women to begin businesses, has been confirmed. Promotion will commence in February 2019.
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.	On 19 October 2018, represented Darebin at Northern Jobs Fair, a regional expo that attracted more than over 1,200 job seekers. Council held an employment service provider forum on 22 November 2018. Attendees included representatives of local service providers, government agencies, local businesses and Melbourne Polytechnic. Introductions were made between local business Ceres Fair Food and Matchworks's Deadly Yakka program to facilitate Aboriginal employment opportunities.
Undertake two projects with local tertiary providers to enhance employment outcomes.	Council held discussions with La Trobe University about undertaking research projects in partnership with Council. La Trobe University's Unitemp Service for student job placement was promoted to local businesses. Melbourne Polytechnic Adult Migrant English Students continued to be introduced to networking events.
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.	A background report has been completed and the first stage of community engagement is underway, closing in mid-February 2019. Data collection to inform future decision-making is also being undertaken.



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 supported the opening and launch of a creative retail business 'Yarn Yarns' in High Street, Northcote. Two art installations were delivered in long-term vacant shops in High Street. In both cases, after three weeks of the art installation, the properties were leased to long-term tenants, which was directly attributed to the beautification and the removal of graffiti that the activation provided. Additional commercial real estate agents were introduced to the program.
Support businesses operating in Council facilities at the Melbourne Innovation Centre in Alphington and the old Police Station at Northcote.	In November, the Melbourne Innovation Centre (Darebin's business incubator) celebrated 20 years of operation. Melbourne's Food Hub and Melbourne Farmers Market have been added to the Social Enterprise directory. Three additional businesses were supported through digital mentoring provided by Melbourne Innovation Centre.
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 community-based organisation 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 commenced in 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 centre's foyer is undergoing refurbishment. These works will ensure accessibility for people of all abilities, as well as improving community experience of the centre. Works are scheduled for January to March 2019 and the building will be closed for the duration of the works.



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

2018–2019 actions working towards targets:

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.

Progress comments:

NORTH Link released a regional investment prospectus as part of their regional attraction strategy. The prospectus showcased key industries and investment opportunities available throughout the region. Council will also be working in partnership with Melbourne’s North Food Group to deliver the 2019 Export Program.



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 in early 2019, the framework will be presented to Council for consideration.
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 Polytechnic and other external stakeholders to identify and support local employment pathways within Council. In the first six months, Council supported 80 placements, engaged an Aboriginal and Torres Strait Islander trainee and coordinated eight Council employees to participate in the Real Jobs Industry Program for more than 200 Year 10 local students in October 2018. Council is currently exploring new programs to support disadvantaged community members in gaining skills and employment.
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. The tool was applied to seven major projects this quarter, including the Darebin Parking Strategy engagement, Governance Local Law Review and as part of the Age Friendly Cities consultations.
Review the 2015–2019 Disability Access and Inclusion Plan and develop a new plan for Council.	Internal consultation has taken place to inform the new plan, as well as consultation with the Disability Advisory Committee. Community engagement activities are being planned to inform the evaluation of the current plan and the development of the new plan. Due to project delays, it is expected the new plan will not be completed for Council consideration until next financial year.
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 construction scheduled to be completed by June 2019.
Finalise designs for disabled parking spaces in five locations in Darebin to be constructed in subsequent financial years.	Upgrade works for two parking bays for people with a disability have been completed in Mitchell and Park Streets, Preston. The space in Ash Street, Preston will be upgraded to comply with the Australian Standards in January 2019 during school holidays. Seven parking spaces for people with a disability are in various stages of consultation and design, in preparation for future years of upgrade construction work.

2018–2019 actions working towards targets:	Progress comments:
<p>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.</p>	<p>Works at Merrilands Community Centre East Building are underway and are expected to be completed by end of January 2019.</p> <p>Works at The Bridge, Preston commenced over the Christmas break to minimise business interruption to the social enterprise cafe.</p>
<p>Implement the final actions from the 2017 Language Aide and Multilingual Service review.</p>	<p>The Language Aide and Multilingual Service review has been completed, with Council briefed on next steps. Implementation of the service review outcomes will commence in late March 2019.</p>
<p>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.</p>	<p>Training was delivered to all teams that provide direct services to children and young people to ensure employees have an understanding of legislative, policy and moral obligations. Council is finalising its online training module, which will be rolled out in early 2019. Council has also developed a draft Safeguarding Children Code of Conduct, which will be communicated across the organisation in 2019. Three cross-organisational working group meetings were facilitated to identify issues and to support the implementation of a child safe culture.</p>
<p>Deliver a professional development program designed to address inequality in the music industry targeting early-career music producers.</p>	<p>Darebin Music Feast was held in October 2018 and focused on gender inequity in the music industry. A weekend-long professional development program explored relationships between gender, sound and narrative. The program covered 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.</p>
<p>Deliver the AMPLIFY mentoring program (a professional development program to address inequality in the music industry) as part of the 2018 Darebin Music Feast.</p>	<p>AMPLIFY was delivered on Saturday 27 October as part of the 2018 Music Feast. In 2018, AMPLIFY was open to Aboriginal and Torres Strait Islander music producers and the resulting event, Jirmujina Liyan (songs for spirit), showcased Aboriginal and Torres Strait Islander People through music.</p>
<p>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.</p>	<p>The program is well underway, with the group meeting weekly. Council has already recruited four mentors as guest speakers and have a further three yet to present. There are ten mentees, all from diverse backgrounds, and the program will culminate in a one-day festival at the Northcote Town Hall in early March 2019.</p>
<p>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.</p>	<p>The feasibility study is being carried out by a transitional manager, with assistance from a consultant, to examine service needs and site options. The feasibility study will be complete by the end of the financial year.</p>

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:
Adopt and implement an Electronic Gaming Machine Policy.	The Electronic Gaming Machine Policy 2018–21 and action plan were endorsed by Council in December 2018. Council will continue to implement the action plan and review it on an annual basis.
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.
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 on 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.	Council's Employment Pathways Committee is working collaboratively to explore local employment and placement options. A new 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 was delivered for both mentors and mentees to ensure they have the skills and knowledge to participate in the program. Mentors and mentees have been partnered and follow-up 'connect' sessions have been scheduled for early 2019.
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 program, with additional sessions scheduled for 2019. During 2019, we will also deliver LGBTI, Disability Awareness, Working Respectfully with Aboriginal and Torres Strait Islander in the Child and Welfare Sector 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-oriented 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, Managers, Coordinators and Team Leaders have attended Teamwork Performance and Accountability training. People and Development continue to partner with Council's Manager Culture and Transformation to identify and implement key strategies.



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.	An issues paper and proposed grants model has been completed and distributed for community consultation. The final recommended grants model will be presented for Council consideration in February 2019.
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.	Council has completed fourteen play maps in consultation with more than 1,500 children from primary schools, kindergartens, childcare centres and playgroups across Darebin. Children provided rich information to Council about what is important to them in relation to play, which will be used to inform how Council provides places and spaces for children in the future. Copies of the play maps have been distributed throughout the municipality, including libraries, maternal and child health and customer service centres, and are on Council’s website.
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 is developing an overarching community engagement framework that will guide all work with the community to ensure a more thorough and effective consultation and engagement process is achieved. This will align with the proposed new Local Government Act. It is anticipated this Act will be passed through Parliament in the second half of 2018–19. Work on this project has started, with scoping of the project to be finalised by the end of February.



GOAL 5

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

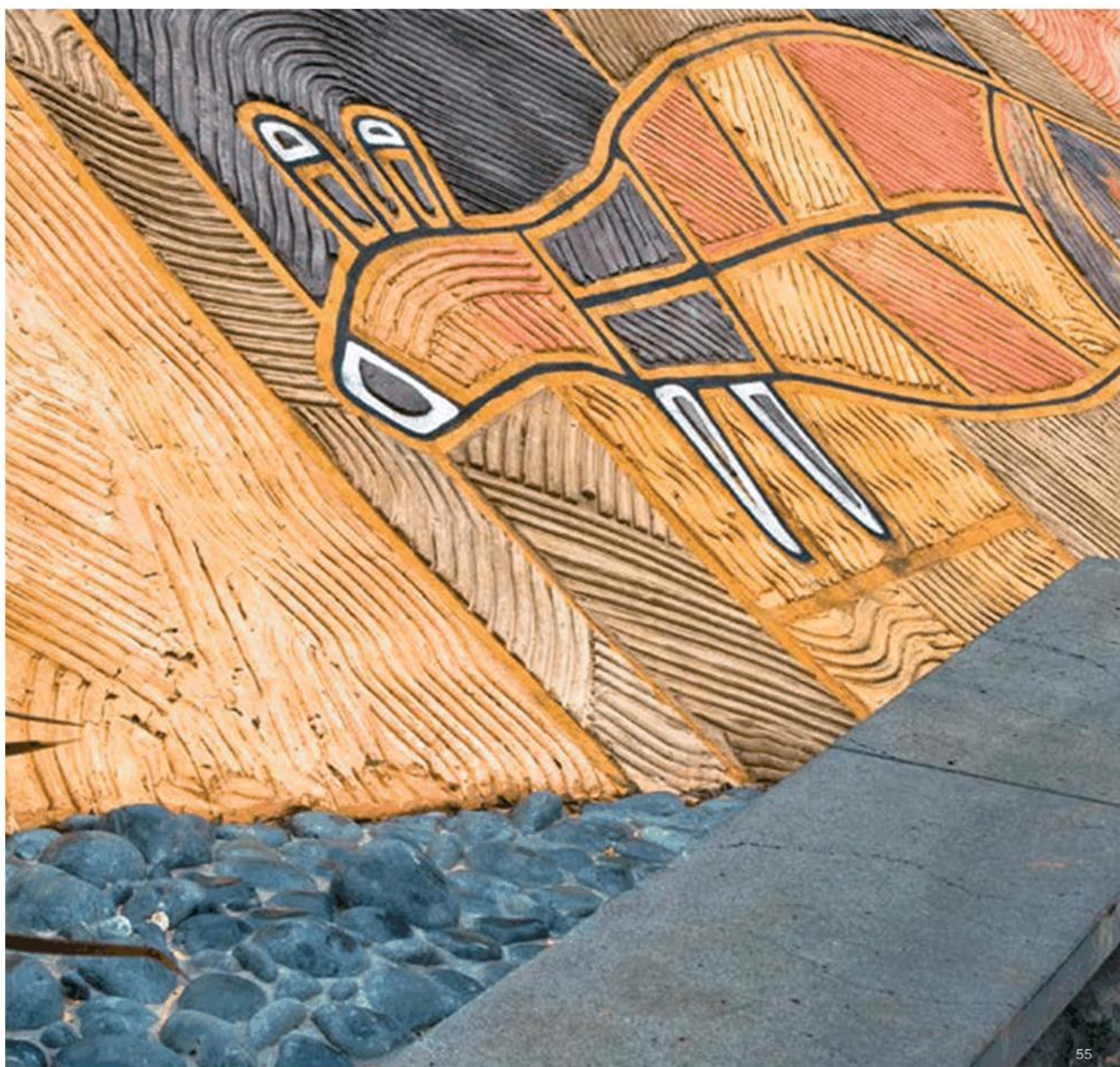
5.2 We will bring the ideas of our diverse community into our decision-making.

2018–2019 actions working towards targets:	Progress comments:
Deliver the recommended solutions identified by the Young Citizen Jury that respond to the key issues currently affecting Darebin young people.	Council has supported the Young Citizens Jury to deliver First Aid and Barista training to young people. Council and the Young Citizens Jury partnered with local, youth-led organisations to deliver the Journey to Freedom community event during Mental Health Week 2018 and supported three schools to promote and support RUOK Day and Wear it Purple Day.
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 was completed, with community feedback incorporated into the 2019–20 Annual Budget development process. Stage Two of the engagement process will happen early next year when the draft budget is exhibited for public comment.
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. Improvements to the terms of reference will be made through the Community Advisory Committee review, scheduled for March 2019.
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.	Following the success of the first round of community workshops in 2018, the 2019 program has now been activated. The training provider and venues have been booked. Program marketing commenced in December 2018 and will continue throughout January 2019.
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 scheduled two day time Council meetings in 2019 so that children and young people can attend. Council has connected with a number of local schools to explore their interest in students attending these meetings. A number of schools have indicated their interest in being involved.
Optimise the processes for briefing sessions to ensure Councillors have all the relevant information to inform decision making.	An initial review of the Councillor Briefing Policy has been undertaken. A workshop will be held with Councillors in 2019 to finalise both the Local Law (Council Meetings) and the briefing process.
Review the procedures for tracking Council resolutions to ensure they are implemented in a timely manner.	A process has been developed and implemented, which includes quarterly reporting to Councillors and the Executive Team on the implementation of Council resolutions.
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.	Advocacy work was done as part of the lead up to the 2018 State Election, in particular on level crossing removals. Council's Advocacy Strategy has been developed, outlining the key issues of importance to our community that we are seeking funding commitments for in the lead up to the 2019 Federal Election. Implementation of the new strategy has commenced, which includes the removal of level crossings.



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:	Progress comments:
Develop a new Aboriginal and Torres Strait Islander Action Plan for endorsement by the Aboriginal Advisory Committee.	The draft Aboriginal Action Plan has been revised to align with the Council Plan 2017–21 timeline. The draft has been presented to the Darebin Aboriginal Advisory Committee for feedback with the final action plan to be considered for endorsement at the first Committee meeting in 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.	Benchmarking against other councils has been undertaken, in addition to an internal audit of Council's asset management practices and procedures. Development of the new Asset Management Strategy will commence in early 2019.
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.	Delivery of the process and service review program is on track, with a number of process improvement opportunities identified. Significant progress has also been made on building internal capability, with the roll-out of the continuous improvement training program.
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 for the review has commenced, with implementation to take place in the second half of the 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.	Competing priorities have resulted in the commencement of this project being delayed to early 2019.
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 in relation to the development of a framework for the strategy, to ensure Council is legislatively compliant and has resource needs mapped into the future. The framework is scheduled to be developed in February 2019. Internal consultation with relevant stakeholders will follow. The strategy will be finalised by 30 June 2019.
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.	To improve efficiencies and provide best value, the five-year survey has been postponed for 2018–19. The current quarterly survey tool is being amended to reflect this and will also capture more strategic and community-interest items.
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. The framework will be developed in February 2019.
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 developing a new Procurement Policy and Strategy that will embed social and sustainable procurement principles and practices that demonstrate corporate social responsibility and better practice, and a tangible return to our community.
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 processes that will yield better value for Council, and also to support the development of temporary staffing and workforce planning strategies.

2018–2019 actions working towards targets:	Progress comments:
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.	Council continues to work with its regional partners on collaborative initiatives and is currently mapping system connectivity gaps and opportunities for immediate customer service and functionality improvements, which will be implemented during 2019–20. The IT Integration project forms part of the CustomerFIRST and DigitalFIRST Strategies and will continue to evolve in line with business and service needs.
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.	To assist in the development and implementation of the IT Strategy and DigitalFIRST, a new IT governance structure has been implemented. This will ensure key organisational and customer needs are achieved while compliance, security and regulatory obligations are being met. Significant research will be undertaken in Q3 and Q4 to support the strategy.
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.	A review of the electronic document and records management system has been undertaken. Recommendations from the review, in addition to modelling a number of options to mitigate storage and manage digital solutions, is currently underway. A report will be prepared in Q3, finalising Council's options and costs.
Finalise and commence the implementation of the Customer Service Strategy.	Council's Customer Service Strategy is being redefined as a CustomerFIRST Strategy. CustomerFIRST will include a charter, strategy, policy, complaints and handling process, as well as an organisation-wide approach to supporting the community through the introduction of improved digital access (as part of the website redevelopment project), forms redevelopment and internal culture strategy. The CustomerFIRST policy and charter will be completed by early 2019, with Stage One of the CustomerFIRST project completed by June 2019.
Develop and implement a new Complaints Handling Policy.	The mapping of the complaints handling process has commenced and forms part of the CustomerFIRST project.
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.	To assist in the development and implementation of the IT Strategy and DigitalFIRST, a new IT governance structure has been implemented. This will ensure key organisational and customer needs are achieved while compliance, security and regulatory obligations are being met. Significant research will be undertaken in Q3 and Q4 to support the strategy. In the interim, key business and customer service improvements are being identified and actioned. This includes automated data collection, improved GIS capability, website, health and planning improvements.
Expand the use of the Darebin City Council website through automated online forms and payment capability.	Website functionality is currently being scoped in line with the CustomerFIRST Strategy. This will ensure customer service levels are clearly defined and responsive to customer needs. Technological capability is also currently being mapped.

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:
<p>Progress implementation of the Public Open Space Levy and Developer Contribution Scheme (see Strategy 3.1).</p>	<p>Consultation on the draft Open Space Strategy was completed in December 2018. As part of this body of work, an Open Space Contribution Framework will propose changes to the Open Space Levy. Once adopted (planned for February 2019), this will form the basis of the planning scheme amendment process. 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. At this stage, the planning scheme amendment process is expected to commence during the 2018–19 financial year.</p>
<p>Council will explore and implement solution-based engagement methods that suit the diverse stakeholder groups across our community.</p>	<p>The extensive consultation piece supporting the Draft Multicultural Communications Action Plan 2018–21 is being developed into a series of recommendations and strategies. These actions have been tested with departments from across the organisation, including Aged and Disability, Leisure, Libraries, Equity and Wellbeing, and Youth. Further consultation is planned then the outcomes will be included in the workplans and key performance indicators (KPIs) of the Communications, Community Engagement and Corporate Affairs teams.</p>
<p>Negotiate a modern and flexible Enterprise Agreement that is sustainable and reflects industry and industrial standards.</p>	<p>Council completed the Enterprise Agreement 2018–22 negotiations with a resounding 93% of employees voting 'Yes' in support of the agreement.</p>
<p>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.</p>	<p>A review of Council's ten year Long Term Financial Plan (LTFP) is underway as part of the 2019–20 Annual Budget process. The focus for the second quarter has been preparation of Council's 2019–20 Annual Budget and the 10 year Capital Works Plan.</p>
<p>Develop a new Risk Management Policy and Framework to ensure an integrated and holistic approach to the management of risk is embedded organisation-wide.</p>	<p>Drafts of the new Risk Management Policy and Framework have been presented to the Executive Management Team and the Audit Committee for feedback. The documents will be finalised in early 2019.</p>



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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>Scoping for this project will start in February 2019, with the first stage of the redevelopment of the Darebin website scheduled for June 2019. Stage One will include a new 'look and feel', the incorporation and redevelopment of the Darebin Libraries website and the inclusion of several new features such as improved online forms, search functions and customer enquiries.</p>
<p>Develop an interactive map for the community to view Council services and where they are located.</p>	<p>Planning has commenced, with interactive mapping functionality included in the community engagement process. This functionality has been integrated into the Darebin website project.</p>



STATUS OF COUNCIL RESOLUTIONS

Council decision-making is guided by the direction and intent set out in the Council Plan, principles outlined in the Local Government Act 1989, the Governance Local Law and the Councillor Code of Conduct. These decisions are recorded in the form of resolutions, which are enacted by the Council administration.

Resolutions, once recorded, take effect immediately. They can vary greatly in scale from writing a letter to communicate Council's position on a matter, to delivery of a complex capital project.

Darebin City Council records and monitors the progress made on the implementation of Council resolutions.

There are currently 28 resolutions in progress. Due to the complexity of some of the resolutions, they span multiple years and can be superseded or updated as the initiatives progress.

So far this financial year (from 1 July 2018 to 31 December 2018) the status of the 32 resolutions made by Darebin City Council is:

- 47% complete
- 53% in progress.



FINANCIAL REPORT

6 months ended
31 December 2018

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1 EXECUTIVE SUMMARY

1.2 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000
Operating					
Revenue	149,389	152,332	2,943	180,212	183,334
Expenditure	(86,021)	(80,767)	5,254	(165,688)	(165,792)
Surplus (deficit)	63,368	71,565	8,197	14,524	17,542
Capital & other					
Revenue / grants	(18)	(675)	(657)	(1,988)	(4,370)
Developer contributions	(2,850)	(3,048)	(198)	(5,700)	(5,700)
Adjusted underlying surplus	60,500	67,842	7,342	6,836	7,472

For the six months ended 31 December 2018, Council has recorded an operating surplus of \$71.57 million, which is \$8.20 million ahead of the year to date budget. After eliminating capital and other items, the adjusted underlying surplus is \$67.84 million, which is \$7.34 million ahead of budget. An underlying surplus is the net surplus for the year adjusted for non-recurrent capital grants and contributions. It is an accepted measure of financial sustainability as it is not impacted by non-recurring or once-off items of revenue and expenses that can often mask the operating results.

The main items contributing to this favourable variance are greater income than budgeted from the disposal of Council properties, rental income, and the recovery of expenses and savings and delays in expenses for employee costs, materials and services. The forecast operating result for the year ending 30 June 2019 is an operating surplus of \$17.54 million, which is \$3.02 million more than budget. The forecast adjusted underlying surplus is \$7.47 million, which is \$0.63 million more than budget.

The forecast results include funding for the following:

- Additional funding for works associated with level crossing removal \$270K for the remainder of the financial year.
- Implementation of the Enterprise Agreement including Maternal and Child Health Review \$95K.
- ICAN mural \$40K to be constructed by July 2019.
- Delivery of the Gambling Strategy and the VCAT appeal \$145K.
- Contribution to the implementation of Council decision on 15 October 2018 relating to support for Darebin Falcons \$80K.

1.2 Capital performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Budget & CFWD's \$'000	Mid-Year Forecast \$'000
Property	6,574	3,169	3,405	19,922	20,391	19,982
Plant & equipment	3,502	2,731	771	9,605	9,650	6,872
Infrastructure	7,483	6,009	1,474	22,676	22,822	23,197
Total capital works	17,559	11,909	5,650	52,203	52,863	50,051

For the six months ended 31 December 2018, Council has expended \$11.91 million on the capital works program, which is \$5.65 million behind the year to date budget. The variance is due mainly to delays in buildings works, computers, telecommunications and bridges.

As at 31 December 2018, a further \$9.59 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. The mid-year review process provides confidence that the forecast total to be expended on capital works for the year ending 30 June 2019 is \$50.05 million, which is \$2.15 million less than the adopted budget.

The mid-year review identified six capital works projects which are programmed for delivery in the 2018-19 financial which will require some the budgeted funds to be carry forward to the 2019-20 year. The value of this is \$3.04 million. These projects are:

- Active Transport Infrastructure Partnerships
- Beavers Road Bridge
- Bill Lawry Oval Redevelopment
- Bundoora Homestead Playspace
- GE Robinson Reserve
- Mayer Park Masterplan Implementation.

Over the last six months, unforeseen or urgent works have affected the capital works program and in turn the forecast year end results as follows:

- Reservoir Leisure Centre roof works \$300K.
- Purchase of 421 High St, Preston \$1.72 million as per December 2017 Council resolution.
- Rectification of Gellibrand Kindergarten \$1.17 million.
- Additional funding for WH Robinson Reserve \$428K as per November 2018 Council resolution.
- Return of Batman Park master plan implementation funds of \$100K for renaming of park.
- Replacement of CH Sullivan Stadium roof \$340K.

1.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000	Audited 2018 \$'000
Cash and investments	64,803	87,994	23,191	49,584	64,983	85,766
Net current assets	109,286	131,064	21,778	32,631	47,537	60,083
Net assets and total equity	1,435,268	1,589,268	154,000	1,386,426	1,535,243	1,520,614

The financial position as at 31 December 2018 shows a cash and investment balance of \$87.99 million which is \$23.19 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 investment position compared with budget. The cash and investment balance of \$87.99 million was sufficient to meet restricted cash and intended allocation obligations of \$31.79 million at the end of December. 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 \$131.06 million which is \$21.78 million more than budget. The net asset position of \$1.59 billion is \$154.0 million more than budget. The forecast Financial Position as at 30 June 2019 shows a cash position of \$64.98 million and net current assets of \$47.54 million.

2 FINANCIAL ANALYSIS

2.1 Operating performance

The information in the table below shows income and operating expenditure for the period ended 31 December 2018. The four columns of data provide information on the following:

- YTD budget to 31 December 2018 (i.e. estimated timing of income and expenditure)
- YTD actual results to 31 December 2018
- YTD variance of actuals compared to budget
- Original budget as adopted by Council
- Mid-year forecast of the year end position
- Variance of original budget adopted by Council and mid-year forecast of the year end position.

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.

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000	Forecast Variance \$'000
Income						
Rates and charges	126,079	125,491	(588)	132,500	130,990	(1,510)
Statutory fees and fines	4,674	4,909	235	9,182	9,548	366
User fees	5,408	4,937	(471)	10,831	9,977	(854)
Grants – operating	8,224	7,588	(636)	14,981	13,373	(1,608)
Grants – capital	18	843	825	2,636	5,018	2,382
Contributions – monetary	2,850	3,048	198	5,700	5,700	0
Net gain (loss) on disposal of property, infrastructure, plant and equipment	(86)	2,144	2,230	(412)	1,799	2,211
Other income	2,222	3,372	1,150	4,794	6,929	2,135
Total income	149,389	152,332	2,943	180,212	183,334	3,122
Expenses						
Employee costs	43,316	40,670	2,646	82,287	80,911	1,376
Materials and services	24,604	22,464	2,140	49,350	50,692	(1,342)
Bad and doubtful debts	536	834	(298)	1,267	1,272	(5)
Depreciation and amortisation	11,767	11,074	693	23,535	23,121	414
Other expenses	5,798	5,725	73	9,249	9,796	(547)
Total expenses	86,021	80,767	5,254	165,688	165,792	(104)
Surplus for the year	63,368	71,565	8,197	14,524	17,542	3,018
Less						
Grants – capital (non-recurrent)	(18)	(675)	(657)	(1,988)	(4,370)	(2,382)
Contributions – monetary	(2,850)	(3,048)	(198)	(5,700)	(5,700)	0
Adjusted underlying surplus/(deficit)	60,500	67,842	7,342	6,836	7,472	636

Operating Revenue – notes

1. Rates and charges

Major variances include:

- Supplementary rates are \$654K less than budget due to the impact of annual valuations and it is forecast that this variance will be \$300K less than budget at the end of the financial year as the contract valuers will have more capacity to undertake supplementary valuations as objections to the 1 January 2018 valuations and the annual revaluation for 1 January 2019 are completed.
- Rates and charges levied under the Solar Saver special charge program is forecast to be \$1,186K less than budget at the end of the financial year mainly due to the impact solar credits received in the form of small-scale technology certificates. \$935K of income budgeted as rates has been received as Solar Saver STC credits and appear in other income below.

2. Statutory fees and fines

Major variances include:

- Planning fees are \$274K greater than budget partly due to timing differences and it is forecast that this variance will on be \$350K at the end of the financial year.
- Infringements issued are \$57K less than budget and are forecast to achieve budget by the end of the financial year.

3. User fees

Major variances include:

- Revenue from Arts precincts is \$138K less than budget partly due to the temporary closure of the Darebin Arts Centre and it is forecast that this variance will be \$264K at the end of the financial year. This project was delayed and the impact on revenue was not forecast.
- Revenue from Valuations is \$139K less than budget due to the timing of income from the State Revenue Office and Yarra Valley Water for supplementary valuations.
- Revenue from the Reservoir Leisure Centre is \$80K less than budget mainly attributable to centre closures during the first six months of the financial year.

4. Grants operating

Major variances include:

- Victorian Grants Commission (Financial Assistance Grants) for 2018/19 were 52.3% prepaid in 2017-18 and accordingly the grants received were \$1,101K less than budget. The forecast for receipts from the Victorian Grants Commission has been reduced to \$1,991K which is \$2,203K less than budget.

- Supported playgroups program funding variance is forecast \$135K less than budget.
- Unbudgeted grant funding of \$138K has been received for the Recycling services and \$73K for the gender equity for early years grant funding program.
- Aged and disability service delivery funding is forecast \$279K greater than budget.

5. 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.
- Funding for BT Connor Reserve lighting of \$135K has been received.
- Funding for the redevelopment of Bill Lawry Oval of \$200K is forecast to be received by the end of the financial year.
- Blackspot funding for Separation Street and Arthurton Road of \$156K is forecast to be received by the end of the financial year.
- Funding for the Inner City Netball Program of \$1,047K is forecast to be received by the end of the financial year.
- Funding for the Rathcrown Road bridge replacement of \$450K is forecast to be received by the end of the financial year.

6. Contributions – monetary

Major variance is:

- Public open space contributions received are \$198K greater than budget and is forecast to be on budget at the end of the financial year.

7. Net gain / (loss) on sale of property, plant and equipment

- Proceeds on sale of plant and equipment is \$157K greater than budget due receiving better trade-in amounts on vehicles turned over.
- Proceeds from the sale of discontinued road at 800 Plenty Road of \$1,181K has been received.

8. Other income

Major variances include:

- Interest received is \$300K greater than budget and is forecast to be \$732K greater than budget at the end of the financial year.
- WorkCover salary reimbursement is \$161K greater than budget.
- Solar Saver STC credits of \$935K have been received.
- YMCA contribution for the management of NARC \$545K has not been received.

2 FINANCIAL ANALYSIS

Operating Expenses – notes

9. Employee costs

Major variance is:

- Employee costs are \$2,646K less than budget year to date mainly due to staff vacancies across the organisation and the timing of the payment of entitlements. It is forecast that employee costs will be \$1,376K less than budget at the end of the financial year.

10. Materials and services

Major variances are:

- Aged and disability is \$185K less than budget and it is forecast that this variance will be \$392K at the end of the financial year.
- Facilities management is \$376K less than budget and it is forecast that the variance will be \$50K greater than budget at the end of the financial year due to the planned maintenance works to be undertaken in the second part of the financial year.
- Help desk services is \$123K less than budget and it is forecast that this variance will be \$94K at the end of the financial year.
- Infrastructure maintenance is \$141K less than budget and it is forecast that the variance will be \$198K greater than budget at the end of the financial year.
- Leisure contracts is \$121K less than budget and it is forecast that the variance will be \$21K at the end of the financial year.
- Solar Saver is \$163K less than budget and it is forecast that this variance will be \$241K at the end of the financial year.
- Strategic planning is \$390K less than budget and it is forecast that this variance will be \$418K at the end of the financial year.
- Tree management is \$186K less than budget and it is forecast that this will be fully spent by the end of the financial year.
- Water and waste strategy is \$154K less than budget and it is forecast that this variance will be \$143K at the end of the financial year.
- Waste operations is forecast \$449K less than budget.
- Civic compliance is \$117K greater than budget and it is forecast that this variance will be \$169K at the end of the financial year.
- Community empowerment and engagement is \$269K greater than budget and it is forecast that this variance will be \$376K at the end of the financial year.
- Digital service license agreements is \$147K greater than budget and it is forecast that this variance will be \$587K at the end of the financial year.

- Level crossing removal is forecast to be \$150K greater than budget.
- People and development is \$108K greater than budget is forecast \$219K at the end of the financial year.
- Procurement and contracts is \$103K greater than budget and it is forecast that this variance will be \$124K at the end of the financial year.
- Reservoir Leisure Centre is \$131K greater than budget and it is forecast that this variance will be \$185K at the end of the financial year.

11. Bad and doubtful debts

Major variance is:

- Traffic enforcement bad and doubtful debts is \$363K greater than budget mainly as a consequence of Fines Victoria not being able to process outstanding infringements in a timely manner.

12. Depreciation and amortisation

Major variance is:

- Depreciation and amortisation is \$693K less than budget due to 2018 revaluation of infrastructure and the capitalisation of assets as they are completed. It is forecast that this variance will be \$414K at the end of the financial year.

13. Other expenses

Major variances are:

- Arts partnership program is \$88K less than budget and it is forecast that there will be no variance at the end of the financial year.
- Darebin Creek and Darebin Parklands contributions is \$247K less than budget and it is forecast that there will be no variance at the end of the financial year.
- Community grants are \$136K greater than the year to date budget and it is forecast that there will be no variance at the end of the financial year.
- Employee relations is \$111K greater than budget and it is forecast that this variance will be \$188K at the end of the financial year.
- Planning legal advocacy is \$86K greater than budget and it is forecast that this variance will be \$137K at the end of the financial year.
- Special rates and charges contributions is \$153K greater than budget and it is forecast that this variance will be \$170K at the end of the financial year.

2.2 Capital performance

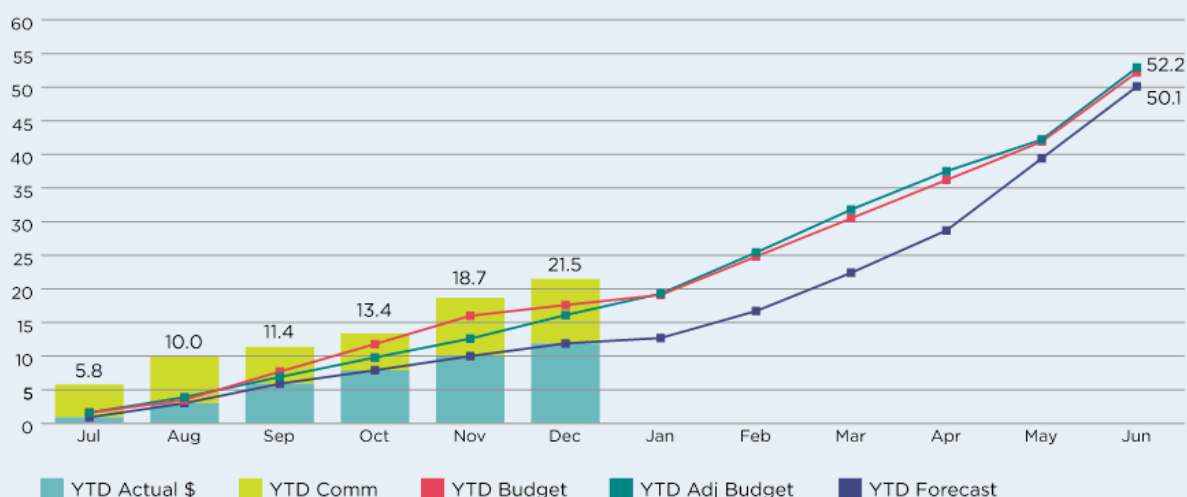
The information in the table below shows capital expenditure for the period ended 31 December 2018. The five columns of data provide information on the following:

- YTD budget to 31 December 2018
- YTD actual results to 31 December 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

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Annual Budget \$'000	Budget & CFWD's \$'000	Mid-Year Forecast \$'000	Forecast Variance \$'000
Capital works							
Property							
Land	0	0	0	0	0	1,715	(1,715)
Land Improvements	383	520	(137)	1,161	1,161	1,161	0
Buildings	4,968	2,075	2,893	15,103	15,572	14,271	832
Building improvements	1,223	854	369	3,658	3,658	2,835	823
Total property	6,574	3,449	3,125	19,922	20,391	19,982	(60)
Plant & equipment							
Plant, machinery & equipment	1,478	1,534	(56)	4,480	4,480	2,902	1,578
Fixtures, fittings & furniture	0	3	(3)	0	0	0	0
Computers & telecommunications	1,426	567	859	4,321	4,366	3,166	1,155
Library books	598	627	(29)	804	804	804	0
Total plant & equipment	3,502	2,731	771	9,605	9,650	6,872	2,733
Infrastructure							
Roads	2,259	1,581	678	6,845	6,845	7,113	(268)
Bridges	1,512	91	1,421	4,582	4,573	3,767	815
Footpaths & cycleways	1,502	2,947	(1,445)	4,552	4,602	4,547	5
Drainage	649	401	248	1,968	1,953	2,065	(97)
Recreation, leisure & community facilities	53	9	44	160	160	160	0
Parks, open space & streetscapes	1,508	700	528	4,569	4,689	5,545	(976)
Total infrastructure	7,483	5,729	1,474	22,676	22,822	23,197	(521)
Total capital works	17,559	11,909	5,370	52,203	52,863	50,051	2,152
Represented by:							
Asset renewal	8,272	5,610	2,662	24,592	24,095	21,863	2,729
New assets	5,292	3,589	1,703	15,734	17,130	16,800	(1,066)
Asset expansion	573	389	184	1,705	1,671	1,635	70
Asset upgrade	3,421	2,321	1,100	10,172	9,966	9,753	419
Total capital works	17,559	11,909	5,370	52,203	52,863	50,051	2,152

2 FINANCIAL ANALYSIS

Cumulative capital works actual and committed expenditure



Capital Expenditure - notes

1. Land improvements

Major variances include:

- Land acquisition 421 High Street is forecast \$1,715K greater than budget at the end of the financial year.

2. Land improvements

Major variances include:

- Sports grounds upgrades is \$117K greater than budget.

3. Buildings

Major variances include:

- Multi-sports stadium is \$1,630K less than budget and it is forecast that this variance will be \$1,489K at the end of the financial year. These funds will be spent in future years.
- Bill Lawry oval redevelopment is \$478K less than budget and it is forecast that this variance will be \$1,200K at the end of the financial year and this amount will be carried forward to 2019-20.
- Building demolition of 421 High Street is \$158K less than budget and it is forecast that this variance will be \$492K at the end of the financial year.
- Building renewal program is \$91K less than budget and it is forecast that this variance will be \$110K at the end of the financial year.
- The Darebin Arts Centre foyer upgrade is \$349K less than budget.
- GE Robinson park pavilion is \$234K less than budget and it is forecast that this variance will be \$500K at the end of the financial year.

- Heritage works at Preston Civic Centre is \$206K less than budget.
- Merrilands west building upgrade is \$139K less than budget and it is forecast that this variance will be \$330K at the end of the financial year.
- Preston chiller and boiler replacement is \$133K less than budget.
- Preston fire panel replacement is forecast \$164K less than budget.
- CH Sullivan Stadium roof replacement is forecast \$340K greater than budget
- Gellibrand Crescent Kindergarten is \$520K greater than budget and it is forecast that this variance will be \$1,170K at the end of the financial year.
- Neighbourhood houses accessibility is \$275K greater than budget and it is forecast that this variance will be \$130K less than budget at the end of the financial year.
- Pitcher Park pavilion is \$133K greater than budget
- Reservoir Leisure Centre roof replacement is forecast \$300K greater than budget.
- Re-locatable kindergarten building is forecast \$237K greater than budget.
- Underground power at Preston City Oval is \$138K greater than budget and it is forecast that this variance will be \$177K at the end of the financial year.
- WH Robinson Reserve pavilion is forecast \$428K greater than budget.

4. Building improvements

Major variances include:

- Environmentally sustainable design works are \$291K less than budget.

5. Plant, machinery & equipment

Major variances include:

- Plant replacement is forecast \$1,578K less than budget due to waste trucks being unable to be delivered until 2019-20.

6. Computers & telecommunications

Major variances include:

- Digital technology strategy is \$950K less than budget and it is forecast that this variance will be \$1,860K at the end of the financial year with \$624K being transferred to IT infrastructure upgrade and the balance going to the Information Technology Reserve.
- IT infrastructure upgrade is \$129K greater than budget and it is forecast that this variance will be \$624K at the end of the financial year.

7. Roads

Major variances include:

- Road resurfacing program is \$452K less than budget year to date and is forecast to be on budget at the end of the financial year.
- Road rehabilitation & design is \$357K less than budget year to date and is forecast to be on budget at the end of the financial year.
- Street light compliance is forecast \$250K less than budget year to date and is forecast to be on budget at the end of the financial year.
- Roads to Recovery program is \$304K greater than budget year to date and it is forecast that this variance will be \$322K at the end of the financial year.
- Blackspot works in Separation Street and Arthurton Road is forecast \$156K greater than budget. These works will be undertaken using grant funds received.

8. Bridges

Major variances include:

- Beavers Road Bridge is \$992K less than budget and it is forecast that this variance will be \$1,109K at the end of the financial year.
- Rathcoun Road Bridge is \$455K less than budget.
- Wood Street Bridge is \$146K less than budget.
- Dundas Street Bridge is \$171K greater than budget and it is forecast that this variance will be \$186K at the end of the financial year.

9. Footpaths

Major variances include:

- Footpath renewal program is \$1,677K greater than budget.

10. Drainage

Major variances include:

- Upgrade of Wilson Boulevard drainage is \$128K less than budget.
- Jackman Street – David Street drainage works is \$99K less than budget.
- DISC stormwater harvesting is \$235K greater than budget and it is forecast that this variance will be \$370K at the end of the financial year.

-

11. Parks, opens space & streetscapes

Major variances include:

- Play space upgrades are \$197K less than budget.
- Batman Park master plan is forecast \$100K less than budget.
- BT Connor sports field lighting is \$151K less than budget.
- Bundoora Homestead play space is \$109k less than budget and it is forecast that this variance will be \$216K at the end of the financial year.
- Edwardes Lake athletic track resurfacing is \$113K less than budget.
- Robinson and Capp Reserve master plan is forecast \$147K less than budget as this work will be deferred until the WH Robinson Pavilion upgrade is completed.
- Inner city netball program is forecast \$1,027K greater than budget. New external funding has been provided to construct new courts at John Cain Memorial Park and Reservoir High School.
- Parks renewal project is forecast \$100K greater than budget.
- Public safety infrastructure is forecast \$141K greater than budget.
- Recycling in our public places is \$106K greater than budget.
- Sports ground upgrade program is \$117K greater than budget.

2 FINANCIAL ANALYSIS

2.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000
Cash and investments	64,803	87,994	23,191	49,584	64,983
Net current assets	109,286	131,064	21,778	32,631	47,537
Net assets and total equity	1,435,268	1,589,268	154,000	1,386,426	1,535,243

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:

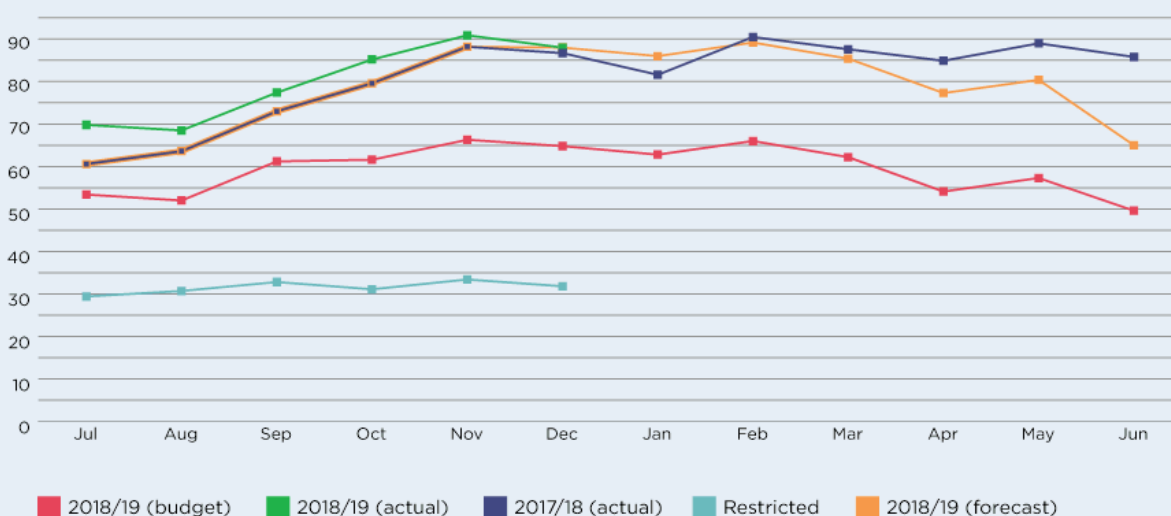
- Budgeted 2018/19 cash balance
- Actual 2018/19 cash balance
- Actual 2017/18 cash balance
- Restricted Cash
- Mid-year forecast cash balance.

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.

Cash and Investment Balance

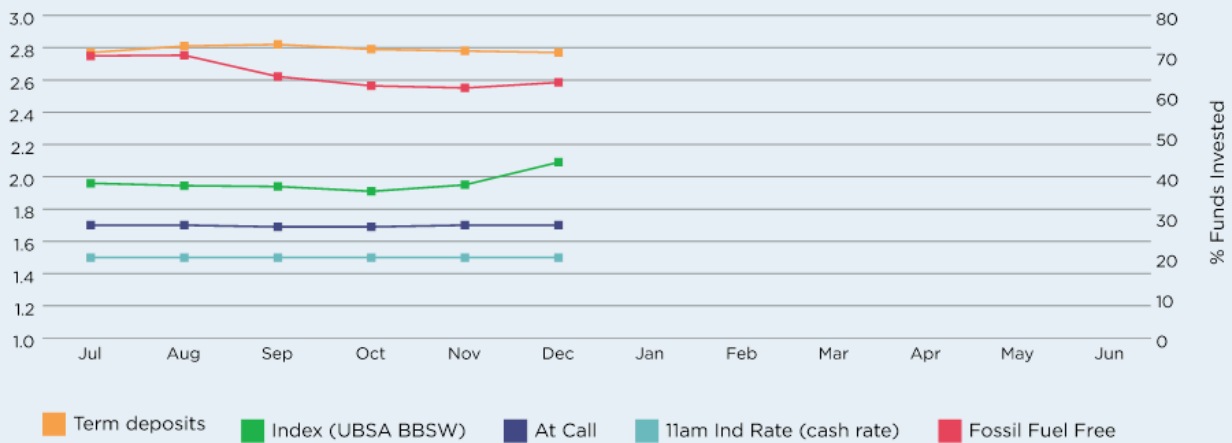


Note: Cash and investments include term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$40.29M).

The graph below shows Council's interest performance against the market as well as showing the percentage of investments that were placed with Authorised Deposit-taking Institutions which do not have a record of funding fossil fuels.

As at 31 December 2018, 64% 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%).

Weighted average interest rate v benchmark

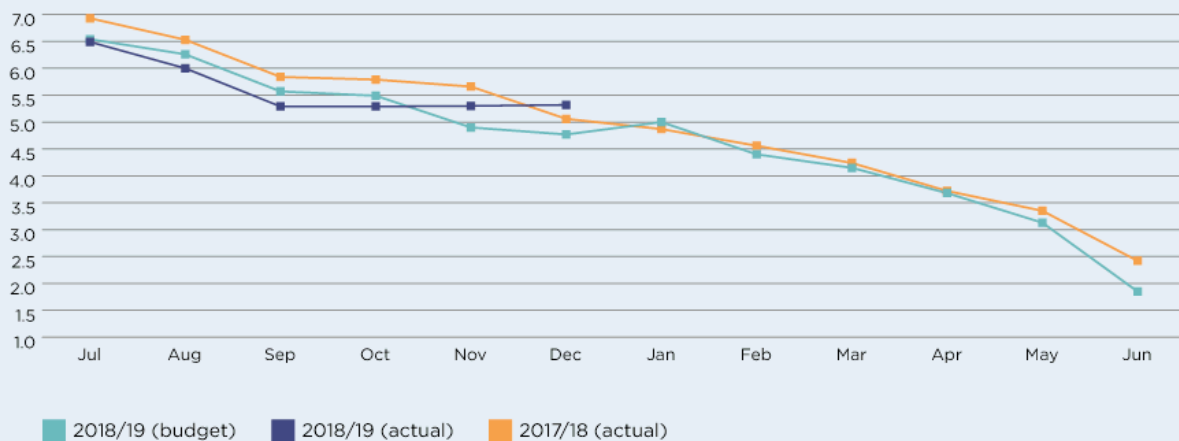


Working capital

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)



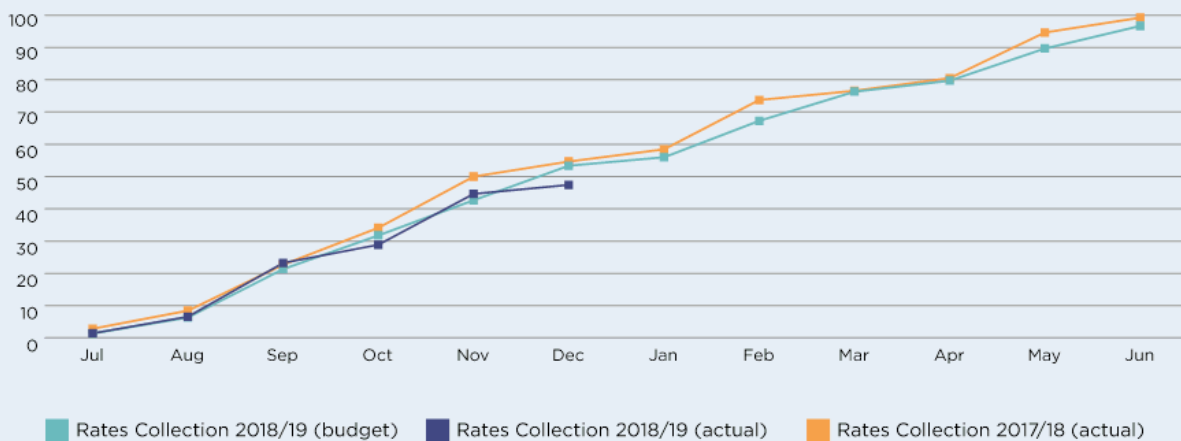
2 FINANCIAL ANALYSIS

Rates debtors

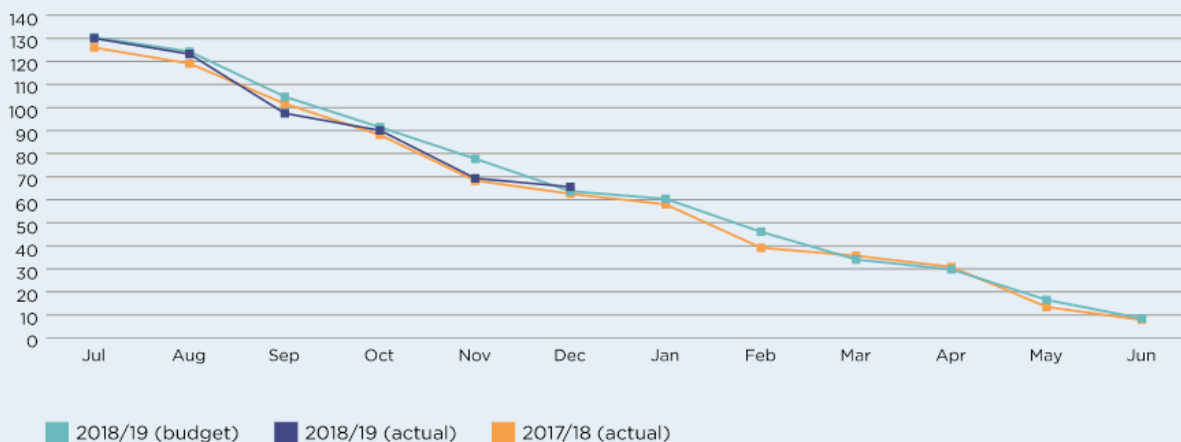
As at 31 December 2018, \$125.49 million was raised in rates and charges including supplementary valuations generated by changes to council's property base. At 31 December 2018, 47.4% of the rates raised have been collected compared to the same period of the 2017-18 financial year of 54.7%.

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

% of rates received



Rates outstanding



APPENDIX A

Comprehensive Income Statement

For the 6 months ended 31 December 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000
Income					
Rates and charges	126,079	125,491	(588)	132,500	130,990
Statutory fees and fines	4,674	4,909	235	9,182	9,548
User fees	5,408	4,937	(471)	10,831	9,977
Grants – operating	8,224	7,588	(636)	14,981	13,373
Grants – capital	18	843	825	2,636	5,018
Contributions – monetary	2,850	3,048	198	5,700	5,700
Net gain (loss) on disposal of property, infrastructure, plant and equipment	(86)	2,144	2,230	(412)	1,799
Other income	2,222	3,372	1,150	4,794	6,929
Total income	149,389	152,332	2,943	180,212	183,334
Expenses					
Employee costs	43,316	40,670	2,646	82,287	80,911
Materials and services	24,604	22,464	2,140	49,350	50,692
Bad and doubtful debts	536	834	(298)	1,267	1,272
Depreciation and amortisation	11,767	11,074	693	23,535	23,121
Other expenses	5,798	5,725	73	9,249	9,796
Total expenses	86,021	80,767	5,254	165,688	165,792
Surplus for the year	63,368	71,565	8,197	14,524	17,542
Less					
Grants – capital (non-recurrent)	(18)	(675)	(657)	(1,988)	(4,370)
Contributions – monetary	(2,850)	(3,048)	(198)	(5,700)	(5,700)
Adjusted underlying surplus/(deficit)	60,500	67,842	7,342	6,836	7,472

APPENDIX A

Balance Sheet

As at 31 December 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000	Audited 2018 \$'000
Current assets						
Cash and cash equivalents	40,956	47,697	6,741	25,737	41,136	43,480
Trade and other receivables	69,527	70,504	977	14,680	14,690	12,855
Other financial assets	23,847	40,297	16,450	23,847	23,847	42,286
Inventories	67	89	22	67	67	89
Other assets	3,851	2,815	(1,036)	3,338	3,364	3,695
Total current assets	138,248	161,402	23,154	67,669	83,104	102,405
Non-current assets						
Trade and other receivables	(100)	176	276	4,227	4,227	176
Property, infrastructure, plant & equipment	1,324,351	1,456,384	132,033	1,347,837	1,481,798	1,458,568
Investment property	2,906	2,840	(66)	2,906	2,840	2,840
Intangible assets	363	522	159	363	380	665
Other financial assets	236	236	0	236	236	236
Total non-current assets	1,327,756	1,460,158	132,402	1,355,569	1,489,481	1,462,485
Total assets	1,466,004	1,621,560	155,556	1,423,238	1,572,585	1,564,890
Current liabilities						
Trade and other payables	5,623	6,280	(657)	11,569	12,099	17,419
Trust funds and deposits	4,904	5,311	(407)	5,034	5,034	5,335
Interest bearing loans and borrowings	0	0	0	0	0	0
Provisions	18,435	18,747	(312)	18,435	18,435	19,568
Total current liabilities	28,962	30,338	(1,376)	35,038	35,568	42,322
Non-current liabilities						
Provisions	1,774	1,954	(180)	1,774	1,774	1,954
Total non-current liabilities	1,774	1,954	(180)	1,774	1,774	1,954
Total liabilities	30,736	32,292	(1,556)	36,812	37,342	44,276
Net assets	1,435,268	1,589,268	154,000	1,386,426	1,535,243	1,520,614
Equity						
Accumulated surplus	605,078	612,403	7,325	560,325	554,361	540,836
Asset revaluation reserve	811,699	958,662	146,963	811,699	958,662	961,575
Other reserves	18,491	18,203	(288)	14,402	22,220	18,203
Total equity	1,435,268	1,589,268	154,000	1,386,426	1,535,243	1,520,614

Statement of Cash Flow

For the 6 months ended 31 December 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000
Cash flows from operating activities					
Rates	68,598	67,255	(1,342)	126,278	127,169
Statutory fees and fines	4,215	4,424	209	8,153	8,204
User fees & charges (inclusive of GST)	5,911	4,875	(1,036)	11,670	10,149
Government receipts	8,242	8,190	(52)	14,982	18,531
Contributions – Monetary	2,850	3,399	549	5,700	5,700
Other income	1,714	2,050	336	5,687	4,322
Employee costs	(43,953)	(43,067)	886	(82,287)	(83,589)
Materials and services (inclusive of GST)	(35,178)	(33,193)	1,984	(69,600)	(72,743)
Net FSPL refund / payment	0	(12)	(12)	0	0
	12,399	13,921	1,522	20,583	17,743
Interest	769	1,181	412	1,748	2,481
Trust funds and deposits	0	(20)	(20)	0	(301)
Net GST refund / payment	4,346	3,289	(1,058)	10,161	9,187
Net cash provided by operating activities	17,514	18,371	857	32,493	29,110
Cash flows from operating activities					
Proceeds from sale of property, plant & equipment	217	353	135	660	2,928
Payment for property, infrastructure, plant & equipment	(17,561)	(16,494)	1,067	(52,203)	(50,053)
Repayment of loans and advances	0	0	0	0	(2,768)
Proceeds from sale of other financial assets	0	0	0	4,000	0
Net cash used in investing activities	(17,344)	(16,142)	1,202	(47,543)	(49,893)
Cash flows from financing activities					
Net cash used in financing activities	0	0	0	0	0
Net increase / (decrease) in cash & cash equivalents	169	2,228	2,059	(15,050)	(20,783)
Cash & cash equivalents at the beginning of the year	64,634	85,766	21,132	64,634	85,766
Cash & cash equivalents at the end of the period	64,803	87,994	23,191	49,584	64,983

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).

APPENDIX A

Statement of Cash Flow

For the 6 months ended 31 December 2018

Reconciliation of cash flows from operating activities to surplus

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000
Surplus for the year	63,368	71,565	8,197	14,524	17,542
Items not involving cash or non operating in nature					
Depreciation and amortisation	11,767	11,074	(693)	23,535	23,121
Bad & doubtful debts	536	834	298	1,267	1,272
Net (gain) / loss on sale of assets	86	(2,144)	(2,230)	412	(1,799)
Other	0	50	50	0	0
	75,757	81,379	5,622	39,738	40,135
Change in operating assets and liabilities					
Decrease / (Increase) in rate debtors	(56,826)	(58,235)	(1,409)	(2,852)	239
Decrease / (Increase) in other operating assets	349	653	304	(4,502)	(7,309)
(Decrease) / Increase in Trade creditors	(5,944)	(4,228)	1,716	738	(1,195)
(Decrease) / Increase in other operating liabilities	4,178	(377)	(4,556)	(1,029)	(1,628)
(Decrease) / Increase in provisions	0	(822)	(822)	400	(1,132)
	(58,243)	(63,008)	(4,765)	(7,245)	(11,025)
Net cash provided by operating activities	17,514	18,371	856	32,493	29,110

Statement of Capital Works

For the 6 months ended 31 December 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Budget & CFWD's \$'000	Mid-Year Forecast \$'000
Capital works						
Property						
Land	0	0	0	0	0	1,715
Land Improvements	383	520	(137)	1,161	1,161	1,161
Buildings	4,968	2,075	2,893	15,103	15,572	14,271
Building improvements	1,223	854	369	3,658	3,658	2,835
Total property	6,574	3,449	3,125	19,922	20,391	19,982
Plant & equipment						
Plant, machinery & equipment	1,478	1,534	(56)	4,480	4,480	2,902
Fixtures, fittings & furniture	0	3	(3)	0	0	0
Computers & telecommunications	1,426	567	859	4,321	4,366	3,166
Library books	598	627	(29)	804	804	804
Total plant & equipment	3,502	2,731	771	9,605	9,650	6,872
Infrastructure						
Roads	2,259	1,581	678	6,845	6,845	7,113
Bridges	1,512	91	1,421	4,582	4,573	3,767
Footpaths & cycleways	1,502	2,947	(1,445)	4,552	4,602	4,547
Drainage	649	401	248	1,968	1,953	2,065
Recreation, leisure & community facilities	53	9	44	160	160	160
Parks, open space & streetscapes	1,508	700	528	4,569	4,689	5,545
Total infrastructure	7,483	5,729	1,474	22,676	22,822	23,197
Total capital works	17,559	11,909	5,370	52,203	52,863	50,051
Represented by:						
Asset renewal	8,272	5,610	2,662	24,592	24,095	21,863
New assets	5,292	3,589	1,703	15,734	17,130	16,800
Asset expansion	573	389	184	1,705	1,671	1,635
Asset upgrade	3,421	2,321	1,100	10,172	9,966	9,753
Total capital works	17,559	11,909	5,370	52,203	52,863	50,051

APPENDIX A

Statement of Reserves & Provisions

As at 30 June 2019

Reserve	Account	Balance July 1 2018	Forecast Surplus / Transfers to during 2018-19	Transfers From Reserve	Forecast Capital Expenditure to June 30 2019	Forecast Balance June 30 2019
Discretionary Reserves						
General Reserve (Elect)	01 0000 9208 000	-	-	-	-	(0)
Property Reserve*	01 0000 92XX 000	-	1,957,902	-	(1,715,000)	242,902
Information Technology Reserve*	01 0000 92XX 000	-	1,236,000	-	-	1,236,000
Unexpended Grant Funds Reserve*	01 0000 92XX 000	-	-	-	-	0
Major Capital Works	01 0000 9205 000	1,774,860	-	-	-	1,774,860
Total		1,774,860	3,193,902	0	(1,715,000)	3,253,762
Restricted Statutory / Obligations						
Car Parking Reserve	01 0000 9203 000	226,957	-	-	-	226,957
DCP Contributions						
1715 – Community	01 0000 9210 000	5,629,753	-	-	(4,500,000)	1,129,753
1716 – Parkland	01 0000 9210 000	46	-	-	-	46
1717 – Drainage	01 0000 9210 000	7	-	-	-	7
1718 – Roads	01 0000 9210 000	482	-	-	-	482
Total DCP Contributions		5,630,288	0.00	0	(4,500,000)	1,130,288
Drainage Reserve	01 0000 9204 000	22,585	-	-	-	22,585
Total		5,879,831	0	0	(4,500,000)	1,379,831
Specific Purpose Reserves						
Public Resort & Recreation – General	01 0000 9202 000	10,098,773	5,412,900.00	-	(3,607,000)	11,904,673
Street Lighting Contribution	01 0000 9202 000	24,348	-	-	-	24,348
		10,123,121	5,412,900	-	(3,607,000)	11,929,021
Plant Replacement Reserve	01 0000 9201 000	424,865	2,049,892	-	(1,190,737)	1,284,020
Total		10,547,986	7,462,792	0	(4,797,737)	13,213,041
Total City of Darebin		18,202,677	10,656,694	0	(11,012,737)	17,846,634
				Transfer To Reserves		10,656,694
				Transfer From Reserves		-
				Capital Funding From Reserve		(11,012,737)
						(356,043)

* These reserves are not in place and will need to be established through the mid-year budget report with explanations of the purpose and source of funds.

* Funds will only be able to be expended from the Information Technology Reserve and the Property Reserve in accordance with the adopted budget or separate Council resolution. These reserves are not in place and will need to be established through the mid-year budget report with explanations of the purpose and source of funds.

* The Unexpended Grant Funds Reserve will only be used to account for grant funds that are unable to be expended in the year of receipt and that will be expended in future years.

Capital works projects requiring mid-year budget

Adjustment February 2019

Program	2018-19 Budget	2018-19 Budget adjusted by 2017-18 carry forward	YTD Actuals	Forecast year end spend	Forecast savings / (overspend) 2018-19	Carry forward to 2019-20
Projects requiring additional funds						
5562.Preston Municipal Lift Replacement	0	14,000	19,582	19,582	(5,582)	0
6794.Pavilion & Sports Lighting Design	0	0	0	8,000	(8,000)	0
5371.Wood Street Bridge Replacement	450,000	450,000	3,000	458,000	(8,000)	0
5473.Cycling Facilities	111,000	111,000	130,896	131,000	(20,000)	0
5628.Plant Replacement - Light Vehicles	556,000	556,000	351,077	577,923	(21,923)	0
6737.JE Moore Park Pavilion Female Changing	282,000	282,000	5,580	317,000	(35,000)	0
5824.Darebin Libraries Technology Strategy	106,000	151,000	50,735	187,000	(36,000)	0
6877.Streets For People	450,000	450,000	164,995	490,000	(40,000)	0
5091.Public Toilet Strategy Implementation	497,000	497,000	190,510	544,000	(47,000)	0
5931.Bundoora Park Playspace Implementation	200,000	200,000	181	250,000	(50,000)	0
6855.Northcote Customer Service	0	13,340	79,430	79,430	(66,090)	0
6475.Parks Renewal Projects	0	0	0	100,000	(100,000)	0
5383.Recycling In Our Public Places	0	0	105,985	105,985	(105,985)	0
5631.Public Safety Infrastructure Fund	0	0	0	140,686	(140,686)	0
5482.Blackspot Separation St*	0	0	0	156,000	(156,000)	0
6713.Dundas St Bridge Replacement	0	0	170,973	185,973	(185,973)	0
5939.RLC Roof Replacement	300,000	300,000	9,885	600,000	(300,000)	0
6898.Sullivan Stadium Roof	0	0	0	340,000	(340,000)	0
5835.DISC Stormwater Harvest & Flood Mitigation	0	0	235,030	370,000	(370,000)	0
5114.WH Robinson Pavilion	500,000	500,000	131,659	928,058	(428,058)	0
6319.Rehab-Simpson Street	0	0	425,449	430,648	(430,648)	0
6875.It Infrastructure Upgrade	740,000	740,000	373,538	1,364,000	(624,000)	0
5118.Inner City Netball Program	0	0	59,598	1,027,000	(1,027,000)	0
5810.Gellibrand Crs Kindergarten	0	0	519,559	1,170,000	(1,170,000)	0
6715.Land Acquisition Fund	0	0	0	1,715,000	(1,715,000)	0

APPENDIX A

Capital works projects
requiring mid-year budget (cont.)

Program	2018-19 Budget	2018-19 Budget adjusted by 2017-18 carry forward	YTD Actuals	Forecast year end spend	Forecast savings / (overspend) 2018-19	Carry forward to 2019-20
Projects with savings						
6032.RLC Foyer Works	0	27,000	26,270	26,270	730	0
5048.Bill Lawry Oval & Oldis Gardens Mp	41,000	1,878	0	0	1,878	0
5041.Darebin Municipal Signage Strategy	0	76,000	69,247	69,247	6,753	0
5405.Drainage Improvemnt Works - Byfield St	182,000	173,553	7,398	155,553	18,000	0
6879.Cheddar Rd Shared Path Safety	148,000	148,000	9,478	123,000	25,000	0
6497.Retail Activity Centre Streetscape	350,000	350,000	30,892	321,000	29,000	0
5404.St Vigeons - Miranda Rd Drainage Improvements	237,000	237,000	0	197,000	40,000	0
5240.Drainage Upgrade - Wilson Boulevard	398,000	391,182	3,790	341,182	50,000	0
5807.Darebin Arts Centre Foyer Upgrade	1,218,000	1,218,000	53,314	1,168,000	50,000	0
6474.Darebin Community Sports Stadium	204,000	204,000	0	154,000	50,000	0
6591.Reactive Drainage Renewal Program	108,000	108,000	32,813	58,000	50,000	0
5085.Batman Park Mp Implementation	160,000	160,000	0	60,000	100,000	0
5402.Jackman - David St Drainage	300,000	300,000	0	200,000	100,000	0
5008.Rehab-Myrtle Grove Preston	296,099	296,099	187,545	187,545	108,554	0
5572.Building Renewal Program	400,000	400,000	41,108	290,000	110,000	0
5068.Neighbourhood Houses Accessibility	1,139,000	1,139,000	651,565	1,009,000	130,000	0
5490.Robinson Capp Mp Implementation	147,000	147,000	0	0	147,000	0
5542.Preston Fire Panel Renewal/ Upgrade	164,000	164,000	0	0	164,000	0
5465.Street Lighting Program	250,000	250,000	0	0	250,000	0
6897.Merrilands West Building Renewal	432,000	432,000	3,179	102,000	330,000	0
6885.Building Demolition	500,000	500,000	7,205	8,000	492,000	0
6799.Darebin Multi Sports Stadium	5,989,000	5,989,000	346,865	4,500,000	1,489,000	0
5620.Plant Replacement - Heavy Vehicles	2,742,000	2,742,000	738,401	1,142,000	1,600,000	0
6861.Digital Technology Strategy	3,260,000	3,260,000	125,560	1,400,000	1,860,000	0

Capital works projects
requiring mid-year budget (cont.)

Program	2018-19 Budget	2018-19 Budget adjusted by 2017-18 carry forward	YTD Actuals	Forecast year end spend	Forecast savings / (overspend) 2018-19	Carry forward to 2019-20
Projects requiring carry forwards						
6851.Active Transport Infrastructure	0	50,000	0	0	50,000	50,000
6751.Mayer Park Masterplan Implementation	100,000	100,000	0	25,000	75,000	75,000
6882.Bundoora Homestead Playspace	432,000	432,000	33,483	216,000	216,000	216,000
6865.G E Robinson Park Pavilion Upgrade	751,000	751,000	13,304	251,000	500,000	500,000
6281.Beavers Road Bridge	3,160,000	3,150,951	50,553	2,150,951	1,000,000	1,000,000
6763.Bill Lawry Oval Redevelopment	1,500,000	1,500,000	16,760	300,000	1,200,000	1,200,000
Totals					2,811,970	3,041,000



**CITY OF
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8.5 SIX-MONTH PROGRESS REPORT FOR COMMUNITY ADVISORY COMMITTEES**Author:** Coordinator Planning and Reporting**Reviewed By:** Manager Governance and Performance

PURPOSE

The purpose of the report is to provide Councillors with an update on the activities of Council's Community Advisory Committees.

EXECUTIVE SUMMARY

This report provides a six-month progress update for Community Advisory Committees for the period 1 June 2018 to 30 November 2018.

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

- Committee summary
- Progress of key issues and challenges
- Progress of activities and outcomes
- Future plans for the next six months.

Recommendation

That Council:

- (1) Notes the six-month progress update from the Community Advisory Committees for the period 1 June 2018 to 30 November 2018, attached in **Appendix A** to this report.
 - (2) Approves the extension of the current members of the Darebin Bicycle Advisory Committee and the Darebin Environmental Reference Group until 16 December 2019 or until such time as Council makes a further resolution on the matter, to allow for the consideration of recommendations from the upcoming review of Community Advisory Committees.
 - (3) Approves the extension of the current members of the Darebin Aboriginal Advisory Committee for four months from 6 March to 5 July 2019 or until such time as Council makes a further resolution on the matter, to allow for a review of the terms of reference and for the implementation of an expression-of-interest process to appoint new members.
-

BACKGROUND / KEY INFORMATION

At the Council meeting of 13 November 2017, Councillors were appointed to Community Advisory Committees. This report provides a six-month progress update on Committee activities from 1 June 2018 to 30 November 2018.

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

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

- 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
- Darebin Disability Advisory Committee
- Darebin Domestic Animal Management Reference Group
- Darebin Education Committee
- Darebin Environmental Reference Group
- Darebin Housing Committee
- Darebin Interfaith Council
- Darebin Nature Trust
- Darebin Sexuality, Sex and Gender Diversity Advisory Committee
- Darebin Women's Advisory Committee
- Edwardes Lake Park Reference Group
- Municipal Emergency Management Planning Committee
- Northland Urban Renewal Precinct Steering Committee

Please note that a progress update for the Preston Business Advisory Committee will be presented to Council separately through a standalone report.

Previous Council Resolution

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

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

Each report was compiled by the relevant responsible officer, Manager and General Manager and notes the staff who were consulted for that report.

Communications

Not Applicable

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

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

Equity, Inclusion and Wellbeing Considerations

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

Cultural Considerations

Beyond the committees that focus on cultural matters, this report has no cultural implications.

Economic Development Considerations

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

Financial and Resource Implications

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

Legal and Risk Implications

There are no legal and risk implications associated with this report.

DISCUSSION

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

- Committee summary
- Progress of key issues and challenges
- Progress of activities and outcomes
- Future plans for the next six months.

Every committee has its own particular outcomes and challenges, which are outlined in the individual reports. Some committees are proposing an extension for the appointments of their current members to allow for consideration of the outcomes from the upcoming Community Advisory Committee review or to allow for a review of the committee terms of reference.

OPTIONS FOR CONSIDERATION

Details are in the individual reports attached.

IMPLEMENTATION STRATEGY

Details

The next progress update for Community Advisory Committees will cover the period 1 December 2018 to 31 May 2019.

Communication

Not applicable

Timeline

The next six-month progress update for Community Advisory Committees will occur in August 2019.

RELATED DOCUMENTS

- Council Minutes – 20 October 2014
- Community Advisory Committee Terms of Reference

Attachments

- Six Month Progress Reports for Community Advisory Committees (**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.

APPENDIX A



1. ACTIVE AND HEALTHY AGEING ADVISORY BOARD

AUTHOR: Coordinator, Community Participation and Development

REVIEWED BY: General Manager Community

COMMITTEE SUMMARY:

The Active and Healthy Ageing Advisory Board (AHAAB) represents the interests of older adults in Darebin. The role of the committee is to inform and assist Council in understanding how issues, policies and drivers can impact on the health and wellbeing of older residents ageing in Darebin. Additionally the committee has a role in monitoring and reporting on the Darebin Active and Healthy Ageing Strategy 2011–21.

Committee Members

- 13 community representatives
- 1 aged care professional representative
- 4 Darebin City Council Officers

Councillor Representative:

- Cr. Susanne Newton
- Cr. Gaetano Greco

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- The Age Friendly Darebin independent review, commissioned by Council, has seen major efforts during this period to engage with older residents. The Board has met with the independent panel and has provided advice on consultation and engagement.
- The willingness and commitment of the Board to advocate on behalf of older people who may have limited opportunity to engage with the Age Friendly Darebin consultation has been vital in helping shape the process underpinning the project. This has increased the reach of the community consultations with hard to reach communities.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Affordable and accessible housing for older people was identified as a priority for the Board. Housing for the Aged Action Group provided a presentation on a national project the organisation was responsible for. This has resulted in a wide range of ideas by the Board with regard to how to progress this important portfolio of work.
 - Board members are very concerned about the impact of federal aged care reforms and what this may mean at the local level, including the role Council may play in aged care service provision in the future.
-

-
- End of Life Conversations – Board members expressed interest in supporting projects that focus on end of life conversations with the community. *The Unspoken: What will become of me* production was hosted at the Northcote Town Hall Arts Centre in December 2018. A number of Board members attended the event and it sparked strong discussion at the following Board meeting. This work will continue in 2019.

FUTURE PLANS

- Aged care reform advocacy
- Advising on the Council submission to Royal Commission on Aged Care Quality & Safety
- End of Life conversations
- Housing
- Transport

RELATED DOCUMENTS

- Active and Healthy Ageing Community Board Terms of Reference (known as the Active and Healthy Ageing Advisory Board)
 - Active and Healthy Ageing Strategy 2011–21
-



1. CLIMATE EMERGENCY DAREBIN ADVISORY COMMITTEE**AUTHOR:** Climate Emergency Darebin Executive Officer**REVIEWED BY:** General Manager City Sustainability and Strategy**COMMITTEE SUMMARY:**

Climate Emergency Darebin is a formal Advisory Committee of Darebin Council. It supersedes an interim Committee, under the former name of Darebin Energy Foundation Interim Advisory Board. The purpose of Climate Emergency Darebin (CED) is to advise council on long term governance options, help Council to implement the Darebin Climate Emergency Plan, and make a highly effective contribution to the achievement of the overarching goals of the Climate Emergency Plan.

Committee Members

- 2 Councillors, plus 1 non-voting Councillor
- 6 community members
- The Council CEO (ex officio)

Councillor Representative:

- Cr Kim Le Cerf (Chair)
- Cr Trent McCarthy
- Cr Susan Rennie (non-voting member)

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

The CED Advisory Committee met six times between 1 June and 30 November, with issues and challenges discussed including:

- Key strategic priorities and work areas of CED
 - Developing projects that progress strategic climate emergency priorities, but are also supported by and relevant to Darebin residents
 - Advising on priorities for consideration in Council's 2019–20 budget, including advice on project planning and priorities.
 - Challenges in 'climate emergency' framing in communications and how to best engage the broader community
 - Pathways for community mobilisation and climate emergency action
 - CED ongoing structure and governance, including pros, cons, and risks of different options, as well the process to become an organisation under the Local Government Act
 - The role of volunteers in supporting CED
 - Capacity issues of volunteer Committee and how to manage operational workload of CED
-

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Strategic Planning days held
 - Climate Emergency Darebin Strategic Plan created
 - Creation of 8 'Working Groups' within CED, to cover the subject matter scope of CED as outlined in the Terms of Reference, as well as internal processes:
 - Engagement and mobilisation
 - Advocacy
 - Research and Strategy
 - Drawdown
 - Zero Emissions
 - Communications
 - Governance
 - Finance
 - Regular meetings of Working Groups
 - Development of projects for 2018–19 financial year, and the creation of project plans:
 - Drawdown Plan
 - Solar Garden development (Phase 1, feasibility study)
 - Micro-grid development (Phase 1, supporting pilot project)
 - Engagement Strategy
 - Community mobilisation
 - Advocacy to engage other Councils to adopt a climate emergency resolution
 - Advocacy to other levels of Government
 - Research on how to provide adequate protection under a climate emergency
 - Development of a plan for other Councils to follow climate emergency approach
 - Research on what Darebin residents care about among the climate vulnerable
 - Research on how to engage Darebin residents in support of climate emergency action
 - Development of proposed projects, proposals and advice for 2019–20:
 - Solar garden development (Phase 2, technical design)
 - Micro-grid (Phase 2, expansion of micro-grids)
 - Community mobilisation
 - Advocacy to engage other Councils and other levels of Government
 - Research on what Darebin residents care about among the climate vulnerable
 - Research on how to engage Darebin residents in support of climate emergency action
 - Research project on safety risk and rescue methodology
 - Input and involvement in the Climate Emergency Conference
 - Input into the climate emergency messaging research project
 - Initial draft of Risk Assessment for CED
 - Draft Engagement Strategy created
 - Development of processes and governance rules for internal processes, including:
 - Decision making
 - Role and jurisdiction of working groups
 - Approval process and planning for projects
 - Role of CED staff
 - Processes for co-opting and managing volunteers
 - Extension of CED Executive Officer role
-

FUTURE PLANS

- Advice to council on CED implementation of projects for 2018–19 financial year
- Advice on the implementation of projects for 2019–20 financial year
- Development of a Funding Plan
- Development of an Operational Plan outlining all actions for 2018–19 Financial year
- Continued investigation into ongoing structure of CED
- Completion of Risk Assessment
- Completion of Business Plan
- Complete governance review as set out in the Terms of Reference

RELATED DOCUMENTS

- Climate Emergency Darebin Advisory Committee Terms of Reference
- Darebin Climate Emergency Plan
- Climate Emergency Darebin Strategic Plan



1. DAREBIN ABORIGINAL ADVISORY COMMITTEE**AUTHOR:** Aboriginal Contact Officer**REVIEWED BY:** General Manager Community**COMMITTEE SUMMARY:**

The purpose of the Darebin Aboriginal Advisory Committee (DAAC) is to provide Council with advice, direction and strategic opportunity and representation on behalf of the Darebin Aboriginal and Torres Strait Islander community and organisations. DAAC also provides strategic input into Council's projects, initiatives and oversees delivery of the Council Plan Goal 5.3 through the Darebin Aboriginal and Torres Strait Islander Action Plan and Aboriginal and Torres Strait Islander Employment Strategy.

Committee Members

- 3 Darebin Councillors
- 6 Aboriginal community members

Councillor Representative:

- Cr Susan Rennie (Chairperson)
- Cr Susanne Newton
- Cr Gaetano Greco

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

- Aboriginal and Torres Strait Islander Employment Strategy – ongoing discussion to review further employment pathway opportunities for Aboriginal and Torres Strait Islander employees at Darebin Council.
 - DAAC provided feedback on Council room name changes in Woiwurung language and Acknowledgement to Country in Woiwurung language.
 - Council continues to recognise Traditional Owners through provision of a standing seat on DAAC for the Wurundjeri Land and Cultural Heritage Council Aboriginal Corporation (Wurundjeri Council). The Wurundjeri Council have not attended DAAC meetings for a significant period of time. DAAC members expressed interest in looking at how to better support engagement and participation of Traditional Owners given their absence. This will be considered over the next year.
 - Batman Park Renaming - Council continues to work with the Wurundjeri Council on this project with DAAC regular updates on progress.
-

-
- Aboriginal Treaty and Constitutional reform. Regular updates and discussion with DAAC around what Treaty may mean for Council and the Darebin Aboriginal community.
 - The Committee continued to provide advice in relation to January 26 matters.
 - Review and renewal of the Darebin Aboriginal and Torres Strait Islander Action Plan and Statement of Commitment was undertaken with DAAC input.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Provided extensive input into the inclusive event celebrating the world's oldest living culture, including re-scoping of the event to ensure the event continued to reflect DAAC's input and vision.
- DAAC members contributed collectively and individually by providing advice and direction to the ongoing development of the Aboriginal and Torres Strait Islander Action Plan, renewed Council Statement of Commitment.
- Provided feedback on delivery and development of the Aboriginal and Torres Strait Islander Employment Strategy and Action Plan including the mentor program.

FUTURE PLANS

- Provide advice and support to help increase employment pathways for Aboriginal and Torres Strait Islander people at Council.
- Provide ongoing advice and support on inclusive and culturally appropriate event that celebrates Australia's history and culture.
- Continue to monitor and provide ongoing advice on the development of the Aboriginal Action Plan 2017–21 and the Aboriginal and Torres Strait Islander Employment Strategy and Action Plan 2017–27.
- Review and update of Terms of Reference and undertake an Expression of Interest process for new members – to support this, an extension to the appointments for the current members is proposed until these processes have been completed.

RELATED DOCUMENTS

- Darebin Aboriginal Advisory Committee Terms of Reference
- Darebin Aboriginal and Torres Strait Islander Action Plan 2017–21 (Draft)



1. DAREBIN ARTS AMBASSADORS ADVISORY COMMITTEE**AUTHOR: Manager Creative Culture and Events****REVIEWED BY: General Manager Community****COMMITTEE SUMMARY:**

In 2013 Council endorsed the establishment of the Darebin Arts Ambassadors Reference Group to advise Council on any matters relating to the arts in Darebin.

In relation to Darebin's arts and creative culture, Council has a primary responsibility for understanding and articulating the community's values and desired future for providing opportunities for cultural learning, arts participation and creative expression. Council also plays a significant role striking a balance between contributing to and supporting an evolving and dynamic creative sector as well as effectively addressing local needs through creative initiatives and programs.

Committee Members

The group comprises of a total of 17 members. The following categories apply.

- Five resident participants inclusive of gender, CALD and age balance. Selection is based on demonstrated knowledge and experience in the arts and creative sector; understanding and interest in local government; and a commitment to advancing Darebin as a thriving creative centre.
- Five Creative Sector professionals working predominately in the arts and creative industries within Darebin.
- Up to five Council Staff; Manager Creative Culture, Coordinator Arts Precincts, Coordinator Art and Collections, Coordinator Festivals and Events
- Two Councillors; Chair and Deputy Chair.

Councillor Representative:

- Cr. Newton
- Cr. Lawrence

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

Matters considered at the 14 August 2018 and 23 October 2018 meetings included:

- Festivals in Darebin consultations with consultant Ros Abercrombie.
 - Arts Strategy Workshop – renewal of strategy priorities and update on stage one community engagement process with local artists.
 - Design preparation and feedback on the Art Think Tank convened 15 November 2018.
 - Progress report on the Venues Review and associated Council resolution on the 3 September 2018 concerning the transition of the Darebin Arts Centre and Northcote Town Hall into dedicated art centres and creative hubs.
-

-
- Co-design workshop on the new initiative concerning local community events funding program: *Celebrating Place Grants*

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Arts Ambassador engagement and participation in various Council produced arts events, performances, festivals and exhibitions.
- Informing the development of the renewed public art policy.
- Informing the development of the Northland Urban Renewal Creative Strategy
- Attendance at the Art Think Tank at Northcote Town Hall 15 November 2018.

FUTURE PLANS

- Ongoing engagement and participation in local arts events, performances, festivals and exhibitions.
- Ongoing advocacy in alignment with the Arts Strategy and Creative Industries and Cultural Infrastructure Framework 2018.
- Ongoing advice on the Future of Festivals Framework.
- Ongoing advice on the transition plan to reinvigorate Darebin's Arts Precincts, namely Darebin Arts Centre, Northcote Town Hall Arts Centre and Bundoora Homestead Arts Centre.
- Future networking with the Bundoora Homestead Board of Management and more broadly with the sector and Councillors.
- Refresh of the membership of the Darebin Arts Ambassadors in 2019.

RELATED DOCUMENTS

- Darebin Arts Ambassador Terms of Reference (2016)
-



1. DAREBIN BICYCLE ADVISORY COMMITTEE**AUTHOR:** Acting Senior Transport Planner**REVIEWED BY:** General Manager City Sustainability and Strategy**COMMITTEE SUMMARY:**

To provide strategic advice to Council on cycling issues affecting the community, and inform Council decision making in relation to policy, program, and service delivery.

Committee Members

- 11 general community members, including one local police officer and a representative of the Darebin Bicycle User Group
- Two council officers (Sustainable Transport Officer; Coordinator Transport Strategy)
- Two councillors

Councillor Representative:

- Cr. Susan Rennie
- Cr. Stephanie Amir

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

The Darebin Bicycle Advisory Committee held meetings in August and November.

The key issues and challenges discussed in these meetings were:

- The reduced car parking requirements for new uses in existing buildings put out by the Victorian Planning Provisions, without any increased requirement for bicycle parking and no guidance on whether local government can enforce minimum standards.
 - Shared path infrastructure such as the new curved fence at G.E Robinson Park creating a hazard, and the effectiveness of decals for shared path messaging.
 - Level of service approaches such as raised crossings without priority, signage solutions and the impacts of level crossing removals.
 - Dockless share bikes, including the issue of refunds for O-Bikes deposits and approaches for new suppliers entering the market.
 - Council developed strategies and how cycling is being considered, including feedback in the Open Space Strategy draft regarding management in mixed use spaces and the need for cycling links through parks.
-

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

Members provided feedback and suggestions on a range of council work and projects relating to the following:

- Infrastructure projects across the municipality:
 - Northern Pipe Trail Masterplan
 - Streets for People (Bicycle Friendly Roads)
 - LXRA projects
 - Rathcown Rd Bridge construction
 - Northland Urban Renewal Precinct
 - GE Robinson Park and Crawley Road shared path
 - Darebin Creek way finding
 - Northern Regional Trails Strategy
 - Regent Street cycling refuge
 - Bundoora Park shared path
 - Public Bike Repair Stations
- Behaviour Change programs:
 - Octopus schools (Safe Walking to School)
 - Ride2Work Day
 - Bike Skills Workshops – small group programs for adults and school children, as well as one-on-one training.
 - Preston Market bike skills and bike parking
- Strategies:
 - Parking Strategy development and engagement
 - Draft Open Space Strategy consultation

FUTURE PLANS

A review of Community Advisory Committees will be undertaken in 2019. It is proposed that the appointment terms of the current members be extended to December 2019, to allow for consideration of the recommendations arising from the review.

RELATED DOCUMENTS

- Darebin Bicycle Advisory Committee Terms of Reference
-



1. DAREBIN COMMUNITY AWARDS ADVISORY COMMITTEE**AUTHOR: Manager Creative Culture and Events****REVIEWED BY: General Manager Community****COMMITTEE SUMMARY:**

In August 2017 as part of a Council resolution, it was agreed that it was time to refresh and renew the current 26 January Awards and in collaboration with Aboriginal and Torres Strait Islander leaders to introduce new categories within the Awards that recognise and celebrate the achievements of Aboriginal and Torres Strait Islander people who live, work, study or volunteer in Darebin.

The Darebin Community Awards recognise the achievements of our community members who have made an outstanding contribution to the Darebin community, and the Awards serve to recognise our citizens. There are now five award categories. Over seventy nominations were received over the five categories.

Committee Members

Membership of Darebin Community Awards Committee is made up of:

- Councillor representative(s) Mayor to chair the Committee
- Two members of the Darebin Aboriginal Advisory Committee
- A Representative of the Darebin Ethnic Communities Council
- Four Community Representatives
- One Council officer, and others as required
- Apart from Councillor(s) and officers, the committee's membership should not exceed twelve.
- The Committee will seek to build and reflect diversity within membership and be inclusive in practice.

Councillor Representative:

- Cr. Kim Le Cerf

PROGRESS REPORT**Key Activities / Outcomes for 1 June 2018 to 30 November 2018**

- Awards were presented to recipients of the Darebin Community Awards at an event held on 24 August 2018.
 - A well-attended event with over 300 guests.
-

FUTURE PLANS

- Council staff will coordinate the presentation and planning of the awards in conjunction with the Committee for 2019, this will commence in March 2019.
- Investigating the possibly of including another category in the awards in 2019 that is representative of sustainability practices "Sustainably Award " this could be awarded for an individual or community group.
- Benchmarking exercise with other Victorian councils currently being completed.

RELATED DOCUMENTS

- Darebin Community Awards Advisory Committee Terms of Reference



1. DAREBIN DISABILITY ADVISORY COMMITTEE

AUTHOR: Senior Team Leader Access and Inclusion

REVIEWED BY: General Manager Community

COMMITTEE SUMMARY:

2019 will mark the 25th anniversary of the Darebin Disability Advisory Committee (DDAC). The Committee provides advice to Council on issues relating to access and inclusion for people with disabilities and carers living, working, studying or visiting Darebin.

The purpose of DDAC is to promote and advocate for, improved access and equity within Council and the wider community, irrespective of age, type of disability, gender, culture or linguistic background.

The Committee also monitors the implementation of Council's Access and Inclusion Plan.

Committee Members

- 5 x community members
- 3 x carers
- 2 x service providers (Melbourne Polytech and Encompass House)

Councillor Representative:

- Cr. Susanne Newton and Cr. Julie Williams

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- DDAC have raised the issue of parking for committee members attending the meeting (held 11am – 1pm on a Monday). The Access and Inclusion Team are following up internally regarding alternatives.
- Darebin City Council is currently undertaking a review of Council community advisory structures (Council Plan 2017–21: Goal 5.2). DDAC has agreed that recruitment to the committee will not be undertaken until the review is complete.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Information, Linkages and Capacity Building planning undertaken to consider possible grant applications.
 - Ongoing discussions and advocacy in relation to accessible housing.
 - Supported the development of a response, and communications plan regarding the inaccessible lift at the Darebin North East Community Hub (DNECH).
 - Discussions and planning regarding Sensory Story Times to be run at the Preston Library.
-

-
- Supported the partnership between Darebin City Council and the Committee for Melbourne for a project to make Central Preston more Autism friendly.
 - Ongoing discussions about employment including the Employing Diversity Breakfast.
 - Planning and advice around the events for International Day of People with Disability – including the decision to hold a joint event to also mark Human Rights Day – to focus on shared human rights.
 - Advice provided in relation to the Access and Inclusion Team’s Community Engagement Strategy for 2019.
 - Terms of Reference reviewed by the committee and recommended amendments, but yet to be endorsed by Council pending the Review of Advisory Committees.

FUTURE PLANS

Priority topics for 2019:

- Affordable housing
- Accessible housing
- Level crossing removal
- Access to premises standards
- Emergency egress
- Intellectual disability
- Employment
- Mental health
- Redevelopment of the Darebin Access and Inclusion Plan

RELATED DOCUMENTS

- Darebin Disability Advisory Committee Terms of Reference
-



1. DAREBIN DOMESTIC ANIMAL MANAGEMENT REFERENCE GROUP

AUTHOR: Manager City Safety and Compliance

REVIEWED BY: General Manager, City Sustainability and Strategy

COMMITTEE SUMMARY:

The Darebin Domestic Animal Management Reference Group (DDAMRG) was formed approximately four years ago to provide advice on issues relating to the reduction of euthanasia of dogs and cats. The Group is focussed on ensuring that Council achieves the target of 50% euthanasia rate for cats and 10% euthanasia rate for dogs. The Group was instrumental in providing input to the development of a Darebin Animal Management Plan adopted by Council on 16 October 2017.

Committee Members

There are currently 10 members of the committee, 3 community representatives and representatives from the following organisations:

- City of Darebin
- Maneki Neko Cat Rescue
- Getting 2 Zero
- Forever Friends Animal Rescue
- RSPCA

Councillor Representative:

- Cr. Kim Le Cerf (Mayor of the Day – Chairperson)
- Cr Julie Williams

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- Developing proactive measures to manage the domestic animal population
- Increasing ownership, registration and identification of pets
- Ongoing focus on reducing the number of animals entering the shelter
- Identifying better ways for residents, local vets, and Council and rescue organisations to work collaboratively
- Investigating high volume desexing events at the Epping Animal Welfare Facility
- Discuss neonates program at quarterly meeting with Epping Animal Welfare Facility partners
- Family Violence policy for the Epping Animal Welfare Facility
- Increasing de-sexing rates and targeting hotspot locations

-
- Family Violence policy for the Epping Animal Welfare Facility
 - Increasing desexing rates and targeting hotspot locations
 - Statistical Reporting
 - Cat Curfew discussions/consultation and review
 - Changes to the Pet Shop legislation

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Advice was provided on options to increase pet registrations.
- The Reference Groups major focus continues to be on cat management and strategies to reduce the overpopulation. The major issue of cats relates to unowned or partially owned cats which are not de-sexed.
- Advice from the group was that Council needed to focus on cats stating “The problem is much bigger for the following reasons:
 - Supply exceeding demand;
 - The ability of cats to breed extremely quickly; and
 - Feeding unwanted cats without taking full responsibility for them.”
- As recommended by the Reference Group funding was provided to Rescue Organisations for the desexing of cats.
- Advice was sort on strategies to increases desexing of owned pets, with recommendations from the group to invest the Banyule model.
- Updates and guidance was provided on a number of the key actions in the Domestic Animal Management Plan.
- On the advice of the reference group an agreement with Bundoora Vet Clinic to hold stray animal after-hours has been implemented.

FUTURE PLANS

Providing advice in relation to:

- The provision of pound and collection services at the Epping Animal Welfare Facility
- Promotion of animal adoption and fostering initiatives
- Mandatory desexing of cats
- Assessment and evaluation of community cat programs
- Dangerous dog and restricted breed draft policy/procedures
- Cat curfew/consultation
- Council branded leads to reward and recognise responsible pet owners in parks
- Mobile desexing events for 2019

RELATED DOCUMENTS

- Darebin Domestic Animal Management Terms of Reference
- Domestic Animal Management Plan 2017–21



1. DAREBIN EDUCATION COMMITTEE**AUTHOR:** Acting Coordinator Community Wellbeing**REVIEWED BY:** General Manager Community**COMMITTEE SUMMARY:**

The purpose of the Darebin Education Committee is to oversee and advise on the implementation of the recommendations arising from the 2014 Darebin Education Inquiry.

Committee Members

- Department of Education and Training (DET) – 1 representative
- Darebin Schools – 10 representatives
- Inner Local Learning and Education Network (INLLEN) – 2 representatives
- High School for Preston – 1 representative
- Victorian Council of School Organisations Inc. (VICCSO) – 1 representative
- Darebin City Council – 5 representatives

Councillor Representative:

- Councillor Kim Le Cerf
- Councillor Gaetano Greco

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

The committee met in July and November 2018. Key issues for this period include:

- Further connections and collaboration with Council's Youth Services and their relationships with schools.
- How to continue to affirm and respect Aboriginal history and culture in Darebin schools in meaningful ways.
- Primary to secondary transition, a key challenge across Darebin schools especially for students and families who experience educational disadvantage.
- Career and employment pathways and alternatives for students, including workplace opportunities within Council.
- Discussion of Council and Darebin Schools shared priorities for 2019.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Accessing the Darebin Aboriginal and Torres Strait Islander Recognition and Discovery map, to share and promote with schools and families.
 - Schools participated in *Deadly Dan at the League*, as a new local resource for teaching Aboriginal history and culture.
-

-
- Delivered the *Because of Her We Can Darebin Schools' Yarning Conference* with over 300 Year 5 students from 12 Darebin primary schools to learn about Aboriginal history and culture with a focus on the 2018 NAIDOC theme.
 - Three schools continued to participate in the Berry Street Education Model (BSEM) resiliency program.
 - Ongoing support for Reservoir Transition Cluster, including the *Guide for Parents – preparing for Secondary School in Darebin* resource and community event.

FUTURE PLANS

- Continue to facilitate school participation in the Berry Street Education Model (BSEM) resiliency program and integrate evaluation outcomes of the four schools who have completed BSEM professional development.
- Continue to promote Aboriginal history and culture in schools including facilitating Darebin Spiritual Healing Trail tours as school excursion and incursions of Deadly Dan at the League resource.
- Consider The Schools Yarning Conference as an annual excursion for Darebin Schools.
- Continue to support career and employment pathways in Darebin Council for Year 10 students including workplace experience.
- Promotion of local resources and opportunities to schools which address important social, cultural and environmental priorities.

RELATED DOCUMENTS

- Darebin Education Committee Terms of Reference
-



1. DAREBIN ENVIRONMENTAL REFERENCE GROUP

AUTHOR: Environmental Education and Promotions Officer

REVIEWED BY: General Manager, City Sustainability and Strategy

COMMITTEE SUMMARY:

The purpose of the Darebin Environmental Reference Group (DERG) is:

- To facilitate community action and to assist in strengthening links and partnerships between the Darebin community and Council's contribution to environmental sustainability.
- To provide an avenue of community consultation regarding policy, strategies and matters pertaining to environmental sustainability in Darebin and to operate as a "sounding board" for key strategies and policies.
- Provide community feedback and assistance to Council regarding local environmental issues.
- To contribute to the content of environmental forums and events.

Committee Members

Usually the group includes 12 community members, but currently includes 11.

Councillor Representative:

- Councillors Kim Le Cerf and Trent McCarthy

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

The biggest challenge is redefining the ongoing purpose/niche of the group in relation to the other environmentally focused groups Council now has (for example, Climate Emergency Darebin, Darebin Nature Trust, as well as the Darebin Bicycle Users Group).

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Climate emergency engagement/mobilisation
 - Climate emergency conference
 - Climate emergency communications and engagement research
- Council's partnership with the Environmental Film Festival
- Recycle Right campaign
- Draft Parking Strategy
- Draft Open Space Strategy

FUTURE PLANS

A review of Community Advisory Committees will be undertaken in 2019. It is proposed that the appointment terms of the current members be extended to December 2019, to allow for consideration of the recommendations arising from the review.

The first meeting of the year will set out a schedule of meeting topics for 2019. The number of meetings for 2019 has been reduced from six to four, pending the outcomes of the review.

RELATED DOCUMENTS

- Darebin Environmental Reference Group Terms of Reference



1. DAREBIN HOUSING ADVISORY COMMITTEE**AUTHOR: Senior Strategic Planner (Social Policy)****REVIEWED BY: General Manager City Sustainability and Strategy****COMMITTEE SUMMARY:**

To advise Council about policy, research and advocacy with regard to housing, and Council's role with regard to appropriate and affordable housing. It comprises predominantly professional members.

Committee Members

- City of Darebin Officers and Councillors
- Department of Justice x 2
- Department of Health and Human Services
- Registered Housing Associations
- Registered Housing Providers

Councillor Representative:

- Cr. Susanne Newton
- Cr. Gaetano Greco

PROGRESS REPORT

The Housing Advisory Committee did not meet in the period 1 June to 20 November 2018. At its meeting on 3 December 2018, Council resolved to disband the Committee.

This decision follows feedback from Committee members regarding the efficacy of the Committee, and a desire for it to meet only on an as-needs basis.

Rather than continue to administer the Committee, Council will engage with the housing sector through targeted engagement, around particular issues. This will be particularly important in 2019, as Council reviews its housing strategy.

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- The Committee did not meet during this period.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- The Committee did not meet during this period.
-

FUTURE PLANS

1. Council resolved to disband the Housing Advisory Committee on 3 December 2018. There are no further plans for the Committee to meet.
2. Housing and housing affordability is a high priority for Council.
3. Input from the representatives from the housing sector will be gained through targeted engagement.

RELATED DOCUMENTS

- Council Meeting Minutes 3 December 2018
- Darebin Housing Advisory Committee Terms of Reference



1. DAREBIN INTERFAITH COUNCIL**AUTHOR:** Interfaith Officer**REVIEWED BY:** General Manager Community**COMMITTEE SUMMARY:**

The Darebin Interfaith Council (DIFC) seeks to promote activities that foster interfaith dialogue and collaboration relevant to the interfaith community within the municipality of Darebin.

Committee Members:

The DIFC Committee is made up of 12 representatives from various faith organisations who represent the religious diversity of Darebin.

Councillor Representatives:

- Cr Susan Rennie - Chair
- Cr Gaetano Greco - Proxy

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

- Management of community relations around the Preston Mosque.
- Ensure planning for Ramadan, Iftar, Eid El Fitr; and the delivery of RESPECT attracted positive and safe responses from the community and the media.
- Existing partnerships remained active and productive in the delivery of Council's commitment to a diverse and safe city.
- Promotion of interfaith events encouraging dialogue and understanding as a response to threats to social cohesion arising from violent extremists and the rise of far right groups.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Advice and feedback on the implementation of the interfaith projects including the Darebin Community Inclusion Plan (DCIP) and Darebin SPEAK project.
- Supported the implementation of the Memorandum of Understanding with the Islamic Society of Victoria / Preston Mosque.

-
- Promoted the Mosque Open Day, Ramadan and Eid al-Fitr Morning Community prayers at the Preston Mosque.
 - Successful hosting of the annual Ganesh Chaturthi festival
 - Hosted visiting delegation of Indonesian faith leaders who were guests of the Australian government.
 - Hosted visiting Bendigo Interfaith Council delegation on interfaith tour of iconic places of worship in Darebin.
 - Engaged in consultation regarding the Darebin's Climate Emergency Conference agenda including proposed session to discuss interfaith perspectives and actions on climate emergency.

FUTURE PLANS

- Darebin RESPECT: support the implementation of a 2nd Stage of Respect Guide for Muslim Leaders on Preventing Violence Against Women Project.
- Consultation with DIFC regarding Reportable Conduct Scheme on Child Safe Standards.
- Continued engagement and consultation with DIFC around social cohesion and inclusion of interfaith communities in Darebin
- Joint VCC ICV-ISV-DIFC Iftar Dinner hosting
- Support and participation in DECC activity marking UN's International Day of Remembrance & Dignity for all Victims of Genocide & other Atrocity Crimes
- Follow-up on interfaith program resulting from Darebin's earlier Climate Emergency Conference

RELATED DOCUMENTS

- Darebin Interfaith Council Terms of Reference
- Multicultural Action Plan 2017–19



1. DAREBIN NATURE TRUST**AUTHOR:** Coordinator City Design**REVIEWED BY:** General Manager City Sustainability & Strategy**COMMITTEE SUMMARY:**

The Darebin Nature Trust is an interim advisory committee made up of experts in the field of environmental preservation and conservation tasked with advising on the Open Space Strategy, biodiversity across Darebin and providing expert advice on long-term governance options for Council.

Committee Members

- 9 Community Members
- 4 Councillors City of Darebin
- 4 Council Officers City of Darebin

Councillor Representative:

- Cr. Kim Le Cerf
- Cr. Trent McCarthy
- Cr. Steph Amir
- Cr. Susanne Newton

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

- Focus of the Darebin Nature Trust for this period has been providing feedback on the developing Open Space Strategy.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- The Darebin Nature Trust will undertake a strategic planning session on 8 December 2018 to set a purpose, understand the group's strategic direction and create goals for the future of the group.
- Focus of the Darebin Nature Trust for this period has been providing feedback on the developing Open Space Strategy.

FUTURE PLANS

- Select a governance model for the Trust
- Set priorities and goals for the group in the next 6 months.

RELATED DOCUMENTS

- Darebin Nature Trust Terms of Reference
-



**1. DAREBIN SEXUALITY, SEX AND GENDER DIVERSITY
ADVISORY COMMITTEE**

AUTHOR: Human Rights Officer

REVIEWED BY: General Manager Community

COMMITTEE SUMMARY:

This Committee provides Council with expert advice on the needs, issues and aspirations of the lesbian, gay, bisexual, transgender, gender diverse, and intersex people and communities (and their families) connected to the City of Darebin.

Committee Members

- Ten community members
- Max. two representatives from LGBTIQ organisations connected to Darebin

Councillor Representative:

- Cr Steph Amir and Cr Susanne Newton

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- Acknowledgement of the historical lack of representation from the intersex community on Advisory Committee, and affirming this as a critical gap in voice/knowledge/expertise. Agreement on priority recruitment via next membership EOI process in early 2019.
- Monitoring the ongoing impacts of the marriage law postal survey process on the LGBTIQ community and local responses.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Provision of strategic and practical advice on the next series of *Trans and Gender Diverse Swim Sessions* – including safety, community promotion, signage, staffing matters.
- Guidance on planning for the inaugural recognition of *International Intersex Awareness Day*.
- Provision of advice on Council's involvement at Midsumma Festival 2019 with a focus on Carnival and Pride March as opportunities for visibility and community engagement.
- Guidance on design of LGBTIQ Community Grants Program 2018.
- Tracking of activities in the Sexuality, Sex and Gender Diversity Action Plan 2018–19.

FUTURE PLANS

- Input and feedback into new Sexuality, Sex and Gender Diversity Action Plan 19/20.
- Planning for Council's recognition of *International Day Against Homophobia, Biphobia and Transphobia* (IDAHOBIT) 2019.
- Input into the Gender Equality Map pilot project.

RELATED DOCUMENTS

- Darebin Sexuality, Sex and Gender Diversity Advisory Committee Terms of Reference.



1. DAREBIN WOMEN'S ADVISORY COMMITTEE**AUTHOR: Acting Coordinator Community Wellbeing****REVIEWED BY: General Manager Community****COMMITTEE SUMMARY:**

Darebin Women's Advisory Committee (DWAC) was initially established in 2009 as a conduit between women in Darebin and Council. Its purpose has evolved to:

- Advise Council on issues and barriers to equality affecting women in Darebin, notably by providing a gender lens on issues, policies, services or programs.
- Promote and advocate for gender equity and women's full and equal participation.
- Promote and advocate for the elimination of violence against women.

Committee Members

- 10 community members (2 positions are currently vacant)
- Two Darebin City Council Officers for executive support

Councillor Representative:

- Cr Kim Le Cerf
- Cr Lina Messina

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

The committee met in August and November 2018. Key issues for this period include:

- Discussion on Council's current preventing violence against women and gender equity initiatives.
- Promoting the Gender Equality Map with members and their network. The Committee have supported the implementation of the Map, which aims to gather stories and experiences of gender equality or inequality across the municipality.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Members participated in a community safety audit as part of the Northern Pipe Trail project. This audit took place in the August meeting time and was an action that came from the May 2018 meeting. The outcomes of the audit provide an important gendered perspective of safety in the northern section of the pipe trail between Murray Road and Regent Station.
 - Members discussed and contributed feedback to Council's Aged Care Review.
 - Planning Council's 2019 International Women's Day event on 8 March, Molly Hadfield Social Justice Oration.
-

FUTURE PLANS

- It is recommend that the current members be offered via an expression of interest process an additional two year term, taking their appointment up until February 2021. Following this process, any vacant positions will be recruited in March 2019 via an external EOI process.
- Assist Council with the Gender Equality Map project, including ideas for implementing data captured through the Map.
- Assist Council to undertake gendered community safety audits with relevant public realm and community safety initiatives.
- Assist with the review of the Action Plan to Improve Gender Equity and Prevent Violence Against Women.

RELATED DOCUMENTS

- Darebin Women's Advisory Committee Terms of Reference



1. EDWARDES LAKE PARK REFERENCE GROUP**AUTHOR:** Coordinator City Design**REVIEWED BY:** General Manager City Sustainability & Strategy**COMMITTEE SUMMARY:**

The Committee is to serve as a reference group for the development of a master plan for Edwardes Lake Park.

Committee Members

- Five local residents
- Three representative from local Community Organisations
- Three Council officers (Manager Parks and Vegetation, Coordinator City Design and Urban Designer/Project Manager).

Councillor Representative:

- Cr. Gaetano Greco
- Cr. Tim Laurence
- Cr. Susanne Newton

PROGRESS REPORT**Key Issues and Challenges for 1 June 2018 to 30 November 2018**

- No meetings of the reference group were held during this period.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- No meetings of the reference group were held during this period.
 - The master plan development was substantially done during 2016–17, with significant input and advice from the reference group. Since then, the key concepts developed have not changed.
 - During 2017–18, further geotechnical investigations were completed to understand risks rising from the Site's history as a former tip. Feasibility work to better understand what upgrades are required for the Athletics Track.
 - During 2017–18 some 'easy wins' arising from the earlier work that the reference group informed have been delivered in Edwardes Lake Park, including replacement of old park furniture and installation of the compacting solar bins to manage the litter issues at the park.
-

FUTURE PLANS

- The next meeting of the group will be held when the master plan draft is complete.
- The reference group will be asked to review and input into the draft Edwardes Lake Park Master Plan ahead of release for wider community comment in early 2019.
- Feedback will be sought on how to best engage the community in regards to the draft Edwardes Lake Park.

RELATED DOCUMENTS

- Edwardes Lake Park Reference Group Terms of Reference



1. MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

AUTHOR: Manager, City Works & Contracts (Municipal Emergency Resource Officer)

REVIEWED BY: General Manager Operations & Capital

COMMITTEE SUMMARY:

This Committee is formed pursuant to Section 21(3) and (4) of the *Emergency Management Act 1986*:

(3) A municipal council must appoint a municipal emergency planning committee constituted by persons appointed by the municipal council being members and employees of the municipal council, response and recovery agencies and local community groups involved in emergency management issues.

(4) The function of a municipal emergency planning committee is to prepare a municipal emergency management plan for consideration by the municipal council.

Committee Members

- Mayor (Chairperson)
- Municipal Emergency Manager (MEM)
- Municipal Emergency Resource Officer (MERO)
- Deputy Municipal Emergency Resource Officer (D/MERO) x 2
- Municipal Recovery Manager (MRM)
- Deputy Municipal Recovery Manager (D/MRM)
- Municipal Community Safety Manager (MCSM)
- Municipal Fire Prevention Officer (MFPO)
- Municipal Emergency Response Coordinator (MERC)
- MEMPC Executive Officer (PA to Director Operations & Capital)
- Emergency Management Planning Officer (Shared roll with MCC & DCC)

Agency Representation:

- | | |
|---|---------------------------------|
| • VicPol | • CentreLink/Medicare |
| • SES Victoria | • VicRoads |
| • Ambulance Victoria | • Salvation Army |
| • Metropolitan Fire Brigade | • VicRoads |
| • Department of Health and Human Services | • Victorian Council of Churches |
| • Red Cross | • DIVRS |
| • Darebin Community Health | • BOC |

Councillor Representative:

Cr Kim Le Cerf (Mayor)

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- Reviewed and updated sections of the Municipal Emergency Management Plan (MEMP). The MEMP was reviewed by representatives from the SES, Police, MFB and the Department of Health and Human Services, and corrections incorporated.
- Identify any emergency management issues that had arisen.
- Debriefed on any incidents that occurred since the last meeting.
- Reviewed a number of sub-plans.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Co-ordination and attendance across Darebin in the relief and recovery of various storm events.
- Emergency Management Planning Officer (shared resource for Moreland and Darebin Council's) provided a gap analysis of sub-plans to MEMPC and has facilitated the review/development of these and facilitated working groups of the MEMPC
- Conducted SES AIMS Training – part of MEMPC meeting – held on 30 August 2018
- Undertaken the Community Emergency Risk Assessment (CERA) to identify risk hazards part of the Municipal Emergency Management Plan – held on 8 August 2018.
- Developed Exercise Zeus to be held with MEMPC on 17 December 2018
- Developed Draft Pandemic Sub-plan
- Updated Public Health Emergency Management Plan
- The Relief and Recovery Working Group met a number of times and have almost finalised the non-major emergency protocol
- The Crowded Places Corking group is being progressed
- Members of the MEMPC supported the Community Resilience and Emergency Management Forum Held on 23 October
- Completing the actions from the Audit by MEMP committee

FUTURE PLANS

- Maintain the MEMP to ensure currency.
 - Continue ongoing meetings with all emergency authorities and agencies.
 - Update CERA as required in preparation for next audit – to revote on risk assessment hazards by MEMPC as required.
 - Update of the Municipal Fire Management Plan to ensure it is current for next audit.
 - Review of the Municipal Emergency Recovery Plan is in progress.
 - Update the Technical Resources Sub Plan
 - Finalise the new :
 - Relief sub-plan
 - Extreme heat sub-plan
 - Pandemic sub-pan
 - Undertake Exercise Zeus on 17 December 2018
 - Undertaking & participating in at least 2 exercises in 2019.
 - Work with CFA to undertake the VFRR-B review
-

RELATED DOCUMENTS

- Municipal Emergency Management Plan
- MEMPC - Terms of Reference
- EMMV (Emergency Management Manual Victoria)
- *Emergency Management Act* 3 December 2013



1. NORTHLAND URBAN RENEWAL PRECINCT STEERING COMMITTEE

AUTHOR: Manager City Futures

REVIEWED BY: General Manager City Sustainability and Strategy

COMMITTEE SUMMARY

The Northland Urban Renewal Precinct Steering Committee (NURP) works collectively to provide a clear direction for the efficient and timely delivery of the precinct's ongoing work program. The Committee has a five point priority focus as follows:

1. Advocacy and Promotion;
2. Sound Design Concept Foundation;
3. Working in Partnerships;
4. Engagement; and
5. New Delivery Models (Fostering Innovation).

Committee Members

The Committee comprises of 19 members as follows:

- Darebin Mayor as Committee Chair
- 3 x Darebin ward Councillors
- 2 x Banyule ward Councillors
- 2 x Council Directors/General Managers (one from each Council)
- 2 x Institutional representative (La Trobe University and Northern College of Arts and Technology)
- 2 x Community representatives (one from Darebin and one from Banyule)
- 2 x Representatives with specialist development industry experience
- 1 x Community Infrastructure (Health sector)
- 1 x Victorian Planning Authority
- 1 x Department of Environment, Land, Water and Planning
- 1 x Department Health and Human Services (Housing)
- 1 x Program Manager (PM)

Councillor Representative:

- Mayor/Cr. Kim Le Cerf
 - Cr. Amir
 - Cr. Messina
 - Cr. Williams
-

PROGRESS REPORT

Key Issues and Challenges for 1 June 2018 to 30 November 2018

- The scheduled August 2018 Steering Committee meeting did not proceed as no date suitable for the majority of members could be agreed upon. A new date will be set for the first half of 2019.

Key Activities / Outcomes for 1 June 2018 to 30 November 2018

- Darebin Council adopted an Engagement Plan on 9 March 2018. In line with the engagement plan a first phase of community engagement was completed in April and June 2018 to help awareness of the project amongst the wider community and allow for input to the vision and strategic outcomes before a structure plan is drafted.
- Feedback received was generally positive with support for both the NURP vision and the draft Concept Plan for upgrades to TW Blake Park.
- All NURP Strategies and community feedback will be presented to the Steering Committee at the next Steering Committee meeting and to Council thereafter.

FUTURE PLANS

- The Steering Committee aims to meet three times a year to review and monitor progress on individual projects within the NURP Program. No date has been set for the next Steering Committee meeting, but is expected to be in the first half of 2019. The next report with recommendations from the Committee will go to Darebin Council thereafter.

RELATED DOCUMENTS

- Updated Terms of Reference (June 2016)
-

8.6 AUDIT COMMITTEE MEMBERSHIP**Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to recommend the appointment of Mr Terry Richards as an external member of the Audit Committee to 31 December 2019.

EXECUTIVE SUMMARY

Under the Audit Committee Charter, external committee members are appointed for a two-year term, with an option for a further two years. There is a provision for the initial period of appointments to be adjusted to avoid the terms of external members expiring within close proximity of each other.

Mr Terry Richards was appointed as an external member of the Audit Committee on 5 November 2014 for a three-year term (to December 2017). The option for a further one-year term was exercised by Council on 21 August 2017, to December 2018.

It is proposed that Mr Richards continue as an external member of the committee for an additional period, to 31 December 2019, to allow for continuity of the committee and consistency of approach for the current governance matters under consideration.

Recommendation

That Council resolves to appoint Mr Terry Richards to the Audit Committee from the date of Council approval until 31 December 2019.

BACKGROUND / KEY INFORMATION

The Audit Committee is an advisory committee appointed by Council pursuant to section 139 of the *Local Government Act 1989*. Its purpose is to assist Council in fulfilling its responsibilities relating to financial management, risk management, internal controls and external reporting. The Committee comprises two Councillors and three external members.

Committee members are appointed by Council and under the Audit Committee Charter with Council able to exercise its discretion in determining an appropriate method for filling vacancies. Clause 3.6 of the charter states: "Where vacancies exist, the Darebin City Council shall determine a mechanism for filling those vacancies".

Previous Council Resolution

At its meeting held on 21 August 2017, Council resolved:

That Council:

- (1) *Resolves to extend the appointment of Mr Terry Richards' position as an independent external member of Council's Audit Committee for an additional one year, as per contract arrangements.*

- (2) *Resolves to have the Director Corporate Services write a letter to Mr Terry Richards informing him of the additional year to his tenure as an independent external member of Council's Audit Committee, expiring December 2018.'*

COMMUNICATIONS AND ENGAGEMENT

Consultation

At its meeting of 3 December 2018, the Audit Committee noted the proposal to continue Mr Richards' appointment, subject to consideration by Council.

Communications

N/A

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

There are no environmental sustainability considerations that relate to this report.

Equity, Inclusion and Wellbeing Considerations

There are no equity, inclusion and wellbeing considerations that relate to this report.

Cultural Considerations

There are no cultural considerations that relate to this report.

Economic Development Considerations

There are no economic development considerations that relate to this report.

Financial and Resource Implications

Council pays a fee to all external committee members pursuant to section 139 (7) of the *Local Government Act 1989*. These fees are allowed for within existing budgets.

Legal and Risk Implications

Given the current work being undertaken in key areas that are overseen by the Audit Committee, such as improvements to risk, audit and procurement processes, it is important to ensure the continuity of knowledge and expertise from the independent external members of the Audit Committee is maintained.

Recruiting and inducting a new external member at this time risks the loss of momentum on these key projects. Regular turnover of committee members is important; however, to ensure the injection of fresh perspectives and ideas. There has been recent turnover in one of the other external member positions, with Mr Marco Bini having been on the committee for one year only.

DISCUSSION

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

Council appoints independent external members with an appropriate balance of local government regulatory knowledge, finance, and audit or management experience. Members of the Audit Committee require a high level of expertise and commitment to fulfil their role.

Mr Terry Richards has demonstrated extensive expertise in his role as an independent external member to the Audit Committee, with particular regulatory, finance, risk and audit management knowledge of Darebin City Council. Reappointment to the Audit Committee would ensure continuity of knowledge and direction for Council to achieve its outcomes.

OPTIONS FOR CONSIDERATION

1. Mr Terry Richards is appointed as an independent external member of Council's Audit Committee to 31 December 2019. (Recommended Option)
2. Council seeks expressions of interest for an independent external member to the Audit Committee, with a new member to be appointed by Council. (Not Recommended)

IMPLEMENTATION STRATEGY

Details

If Council approves the appointment of Mr Terry Richards, the General Manager Governance and Engagement will confirm the appointment in writing and the Audit Committee will be informed at their meeting of 25 March 2019.

RELATED DOCUMENTS

- Audit Committee Charter

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 CLIMATE EMERGENCY DAREBIN COMMITTEE MEMBERSHIP

Author: Climate Emergency Darebin Executive Officer

Reviewed By: General Manager City Sustainability and Strategy

PURPOSE

To seek Council's endorsement of a change to the Terms of Reference (ToR) for Climate Emergency Darebin, relating to Section 6, Members, and to align the approach to committee appointments with the normal approach to advisory committees.

EXECUTIVE SUMMARY

Climate Emergency Darebin (originally the Darebin Energy Foundation) was established by Darebin Council to help Council achieve the goals of the Darebin Climate Emergency Plan.

At a Council meeting in February 2018, the Terms of Reference were adopted for the Climate Emergency Darebin Advisory Committee (CED), and Councillor Representatives were appointed to the Committee. In April 2018 the Committee membership was appointed.

In December 2018, following the election of the new Mayor, the Councillor representation on CED was nominated and re-appointed by Council.

Section 6 of the Terms of Reference (Terms of Reference) for Climate Emergency Darebin outlines membership of the Committee. For Councillor Membership, the Terms of Reference stipulates:

- 2 Councillors – The Darebin Mayor (ex officio), and a further Darebin Councillor appointed by Council
- The Chair is the Mayor, unless in the Mayor's absence; or at the Mayor's direction, the remaining Councillor member is appointed as Chair.

The current appointment of the Councillor members to CED does not reflect the Terms of Reference, with the Mayor appointed as a proxy member rather than an ex-officio voting member.

Climate Emergency Darebin has recommended that Council amend the Terms of Reference so that it is consistent with the current appointment of Councillors, as well as consistent with other Terms of Reference for other advisory committees.

Recommendation

That Council amends Section 6 of the Climate Emergency Darebin Terms of Reference relating to Councillor Membership, to read:

6. Members

- The Committee shall have 9 voting members:
 - 2 Councillors appointed by Council
 - 6 Community or independent members appointed on the basis of the selection criteria and process below;
 - Council CEO (ex officio)
- A further Councillor can be appointed as a proxy member.
- The Committee may appoint to itself any number of non-voting members to ensure that special skills or capabilities are available to it in its decision-making sessions.
- The Chair is appointed by Council, chosen out of the Councillors appointed to the Committee. In the Chair's absence, a Councillor member will act as Chair, or in the absence of a Councillor member, the Committee will appoint a Chair.

BACKGROUND

At Council's meeting held on the 3rd of December, Councillors were elected to the Climate Emergency Darebin Advisory Committee, following the election of a new Mayor.

Cr Kim Le Cerf was appointed as a member of the Committee, and appointed as Chair of the Committee. Cr Trent McCarthy was appointed as a member of the Committee. The Mayor Cr Susan Rennie was appointed as a proxy member.

Previously in February 2018, Cr Le Cerf was Mayor and was appointed as a member (ex-officio) and the Chair of the Committee. Cr McCarthy was also appointed by Council as a member of the Committee in February 2018. In July 2018 Cr Rennie was appointed by the CED Committee as a non-voting member to the Committee.

The Terms of Reference for CED stipulate that the Darebin Mayor is to be appointed as an ex-officio member to the Committee. Therefore the current appointments to the CED Committee after the change in Mayor are inconsistent with the Terms of Reference, although they are consistent with the approach in many other advisory committees.

Previous Council Resolution

At its meeting held on 26 February 2018, Council resolved:

'That Council

- (1) *Notes the outstanding work of the Darebin Energy Foundation Interim Advisory Board and writes to the members to thank them for their time and commitment.*
- (2) *Adopts the Climate Emergency Darebin Advisory Committee Terms of Reference attached as Appendix A to this report.*
- (3) *Calls for applications for the community/independent members of the Climate Emergency Darebin Advisory Committee and receives a further report regarding appointment of the community/independent members by the first week of April with a view to holding the first meeting in mid-April as per the report.*

- (4) *Appoints the Mayor and Councillor Trent McCarthy as Councillor representatives of the Climate Emergency Darebin Advisory Committee.*
- (5) *Considers an allocated operational budget for Climate Emergency Darebin in the 2018/2019 budget considerations.*
- (6) *Considers a further report regarding an independent Climate Emergency Darebin model by February 2019.'*

COMMUNICATIONS AND ENGAGEMENT

Consultation

Consultation was undertaken with members of the Climate Emergency Darebin Advisory Committee, and with Council staff who support or attend Committee meetings. Consultation and advice was also sought from Council's Manager of Governance and Performance. Both the Climate Emergency Darebin Advisory Committee and Manager Governance and Performance supported the proposed amendments unanimously.

Communications

Changes to the Terms of Reference of the Committee will be communicated back to the Committee, and internally to all Darebin staff members and relevant departments. Any places which store the Terms of Reference will be updated with the new Terms of Reference.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 1 - A sustainable city

This matter is part of implementing Goal 1.1: Create a new Darebin Energy Foundation - a climate emergency think tank and initiative innovator – to address climate change.

Environmental Sustainability Considerations

This report relates only to a change in the Councillor appointment in the Terms of Reference for CED, and does not have sustainability impacts.

Equity, Inclusion and Wellbeing Considerations

This report relates only to a change in the Councillor appointment in the Terms of Reference for CED, and does not have equity, inclusion and wellbeing impacts.

Cultural Considerations

This report relates only to a change in the Councillor appointment in the Terms of Reference for CED, and does not have cultural impacts.

Economic Development Considerations

This report relates only to a change in the Councillor appointment in the Terms of Reference for CED, and does not have economic impacts.

Financial and Resource Implications

This report relates only to a change in the Councillor appointment in the Terms of Reference for CED, and does not have financial implications.

Legal and Risk Implications

The current appointment of Councillors does not align with the developed Terms of Reference, which could have left Council not compliant with its own governance rules.

DISCUSSION

The Terms of Reference in this case are unusually specific relating to the position of the Mayor on the Committee, and officers recommended changing the Terms of Reference to make the appointment of Councillors on the Committee less specific. This is in line with normal practice for other committees.

OPTIONS FOR CONSIDERATION

Options relating to this matter are:

1. Amend Section 6 of the Terms of Reference for Climate Emergency Darebin relating to Councillor Membership of the Committee. **(Recommended)**
2. Amend the appointment of Councillors so that the Mayor was appointed as an ex-officio member rather than an extra proxy member, which would be consistent with the current Terms of Reference for Climate Emergency Darebin.

IMPLEMENTATION STRATEGY

If the recommended changes to the Terms of Reference are adopted, these will become the new Terms of Reference for Climate Emergency Darebin. This will be communicated back to the Committee members and to relevant Darebin staff.

The Terms of Reference document will then be updated. The new Terms of Reference will replace the old Terms of Reference wherever it is located, including anywhere it appears on the Darebin website.

Timeline

The above actions, including the update to the Terms of Reference document and updating the document in all locations, will be conducted within two weeks of the changes to the Terms of Reference being adopted.

RELATED DOCUMENTS

- Climate Emergency Darebin Terms of Reference

Attachments

- Climate Emergency Darebin 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.

Terms of Reference for the Climate Emergency Darebin Advisory Committee

17 April 2018

1. Introduction

This document sets out the Terms of Reference of the Climate Emergency Darebin Advisory Committee with a view to guiding the establishment and operation of the organisation called Climate Emergency Darebin (CED). It is anticipated that a more formal board structure will be put in place resulting from the recommendations of this advisory committee on the formation of the final independent organisation. Whilst this is an interim structure it is the intent of Council that this committee undertake and develop actions in line with the organisational purpose set out below.

2. Terminology and interpretation

“Community” – this includes residents, businesses, organisations and other entities, both inside and beyond Darebin.

“Council” – means the Darebin City Council

“Decision Making Session” – means a face-to-face or electronically mediated meeting or any other decision-making process (eg. an email ballot or postal).

“the Organisation” – means Climate Emergency Darebin, covering both the committee and any people working for the organisation (whether paid or unpaid).

3. Overarching goals

The Organisation will frame its work so it can make a highly effective contribution to the achievement of the overarching goals of the Darebin Climate Emergency Plan and the organisation must be guided by these goals.

The Council’s focus on the climate emergency is on **creating** emergency solutions – for restoring a safe climate and coping during the transition period – rather than simply drawing attention to the climate problem.

Note: At the time of preparing these Terms of Reference the overarching goals were:

- (a) to provide maximum protection for the community of Darebin and for people, civilisation and species globally, especially the most vulnerable;
- (b) to restore a safe climate at emergency speed by eliminating greenhouse gas emissions and enabling drawdown of excess carbon dioxide in the air;
- (c) to encourage research to find safe ways to protect people, species and civilisation from near-term dangerous temperatures, while zero emission and carbon dioxide drawdown strategies are being enacted;
- (d) to enable our community to be resilient in the face of any unavoidable dangerous climate impacts;
- (e) to engage, empower and mobilise governments, communities and organisations to take action on and achieve these goals with certainty and at emergency speed.

4. Organisational Purpose

The subject-matter scope of the organisation is as broad as the Darebin Climate Emergency Plan.

Note: At the time of preparing these Terms of Reference the subject matter scope of the Darebin Climate Emergency Plan covered, amongst other things:

- (a) climate solutions (zero emissions across the economy and in community lifestyles, and CO2 drawdown);
- (b) climate adaptation and resilience;
- (c) community and business mobilisation, engagement and education;
- (d) climate policy and strategy advocacy to governments at all levels in Australia and internationally;
- (e) climate solutions research (safe climate restoration and adaptation/resilience);
- (f) climate action policy and strategy development.

The organisation's roles and purposes are to help the Council to implement the Darebin Climate Emergency Plan by:

- (a) collaborating with Council on the climate emergency (both problems and solutions), including on how to engage all levels of government in Australia and globally;
- (b) engaging with the community about the climate emergency and how to provide maximum protection globally and how a safe climate can be restored, including through knowledge sharing, capacity building, education and training;
- (c) mobilising and activating the community broadly and deeply around the climate emergency issue, and facilitating community contributions to action, including via volunteerism and donations;
- (d) researching and developing strategy and solutions relating to the climate emergency;
- (e) advising Council on the establishment of the legal structure of Climate Emergency Darebin (CED), anticipated to be a Company limited by guarantee, and on a sustainable funding model for CED, identifying sources of funding;
- (f) working with Council on the climate emergency including on how to engage all levels of government in Australia and globally;
- (g) developing and/or trialling innovative programs and delivery mechanisms which can be scaled up to achieve significant change.

The organisation will complement and enhance Council's work on climate emergency and will not double up on other Council actions. To ensure this and further collaborative outcomes Council annual work plans will be discussed with the committee. Council will consider implementing or scaling up of programs trialled or recommended by the committee.

5. Resourcing

The organisation's formation and actions will be resourced through:

- (a) Darebin City Council's operational budget; and
- (b) volunteerism, donations and grants.

The committee will work towards a strategic funding plan that will identify sources of funding, consider various funding models, noting their benefits and disadvantages/risks, with an aim of ensuring financial sustainability and stability. (It is suggested that at the time of start-up, before it is able to build its financial resources, that the organisation rely heavily on the recruitment of skilled volunteers to enable a significant work program to be undertaken as fast as possible.)

6. Members

The Committee shall have 9 voting members:

- 2 Councillors – The Darebin Mayor (ex officio), and a further Darebin Councillor appointed by Council;
- 6 community or independent members appointed on the basis of the selection criteria and process below
- the Council CEO (ex officio).

The Committee may appoint to itself any number of non-voting members to ensure that special skills or capabilities are available to it in its decision-making sessions.

The Chair is the Mayor, unless in the Mayor's absence; or at the Mayor's direction, the remaining Councillor member is appointed as Chair.

7. Community/Independent Member Appointment Criteria

Community/independent member appointment will be based on the following criteria:

- o capacity for big picture vision relating to the climate emergency challenge as-a-whole (as expressed in the overarching goals of the Darebin Climate Emergency Plan);
- o capacity to foster creativity and innovation;
- o capabilities in one or more of the following areas: social mobilisation, zero emissions, drawdown, resilience, climate emergency strategy, fund sourcing (Ideally as a team, the committee would cover all of these areas.)
- o diversity and inclusion
- o board governance experience or skills will be considered favourably

Quorum

A quorum of five voting committee members with at least one Councillor voting member and 3 community/independent voting members is required for a Decision Making Session where a vote is required.

Meetings and Reporting

The committee will meet at least four times over the year or as determined by the committee.

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.

**8.8 BUNDOORA HOMESTEAD BOARD OF MANAGEMENT
ANNUAL REPORTS 2016/2017 AND 2017/2018****Author:** Gallery Manager, Bundoora Homestead Art Centre**Reviewed By:** General Manager Community

PURPOSE

To provide Council with the Bundoora Homestead Board of Management Annual Reports for the 2016/2017 and 2017/2018 financial years.

EXECUTIVE SUMMARY

The Bundoora Homestead Board of Management is a Section 86 Special Committee of the *Local Government Act 1989*.

Membership is specified in the Bundoora Homestead Board of Management Charter (**Appendix A**) and Councillor and staff representatives are appointed at the Special Meeting of Council each year.

The Board's purpose is:

A Special Committee appointed, pursuant to section 86 of the Local Government Act 1989, to manage the operation of Bundoora Homestead Art Centre.

The charter outlines the scope and delegated authority of the Board and specifies the following reporting requirements:

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.

This report accompanies the Board's Annual Report for 2016/2017 (**Appendix B**) and the Annual Report for 2017/2018 (**Appendix C**).

The Annual Report 2016/2017 outlines highlights, exhibitions, Darebin Art Collection acquisitions, outcomes, key statistics, financial overview and programming.

In 2017 the Board presented a report to Council titled "Future Sustainability of Bundoora Homestead Art Centre". The Annual Report 2017/2018 is the first report since Council's decision to increase funding to Bundoora Homestead in March 2017:

After this decision the board developed a new Operations Plan and People Plan that were adopted in 2017 and have now been implemented. The Annual Report 2017/2018 reflects this change and reports on the key outcomes listed in the new Operations Plan.

HIGHLIGHTS

- Visitation is increasing following Council's decision to increase funding
- The café is an integral piece of the business model and without a food offering visitation to this tourist destination drops dramatically
- Exhibitions standards have increased and funding is regularly secured from highly competitive funding bodies such as Australia Council for the Arts, Creative Victoria and private philanthropic trusts.

Recommendation

That Council notes the Bundoora Homestead Board of Management Annual Reports for 2016/2017 and 2017/2018.

BACKGROUND / KEY INFORMATION

This report is in response to the requirements of the Bundoora Homestead Board of Management Charter which states:

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.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

Community consultation has been undertaken across 2016 – 2018 to support the outcomes at Bundoora Homestead Art Centre. This has included surveys, feedback forms, round tables and engagement with key stakeholder groups. Specific consultation was not required for the Annual Reports but the above consultation informed Board decision making throughout the years.

Communications

A communications plan is not required for the Annual Reports as they are not promoted as community engagement tools. Rather, a summary of the Board's activities included in the Darebin Council Annual Report each year.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Environmental Sustainability Considerations

The Annual Reports are online documents. No print run of the documents is planned resulting in very low environmental impacts.

Equity, Inclusion and Wellbeing Considerations

Other teams have not been consulted in the development of these Annual Reports as they are reports from the Bundoora Homestead board of Management to Council. However, throughout the programming of exhibitions and activities at the Homestead the Equity and Inclusion team are regularly consulted.

Cultural Considerations

Bundoora Homestead Art Centre is a department of the Creative Culture & Events Team. The Board is made up of industry experts including artists, curators, arts managers, educators, tourism experts and arts consultants. The Board is exceptionally qualified to guide the growth and development of Bundoora Homestead Art Centre.

Economic Development Considerations

There are no economic development considerations in the drafting and presentation of the Annual Reports, however the Bundoora Homestead team regularly engages with the Economic Development team in relation to creative businesses and tourism.

Financial and Resource Implications

The Bundoora Homestead Board of Management sought and received additional funding from Council in March 2017. At that time the Board recommended that Council increase investment immediately but also provide a further increase in 2-3 years' time to support the growth agenda outlined in the Council Plan. Council supported this and resolved to:

- (1) Note and endorse the Bundoora Homestead Board of Management Annual Report 2015/2016 attached as Appendix A to this report.
- (2) Note the Bundoora Homestead Board of Management Future Sustainability Report February 2017 attached as Appendix B to this report.
- (3) Adopt in principle, Option Two: Renewal (increased investment of \$135,000) with an agreement to move to Option Three: Expansion (\$250,000 per annum) over the next three years in line with the Board of Management recommendation.
- (4) Refers \$135,000 additional expenditure to the 2017/2018 budget process

It is likely that the Board will approach Council in late 2019 with a request to proceed with Option Three: Expansion (\$250,000 per annum) in order to deliver on Council's ambitious growth agenda for Bundoora Homestead Art Centre (this request will be made for the 2020/2021 financial year).

Legal and Risk Implications

The Annual Reports are reporting documents only and do not contain any inherent risks in their own right.

DISCUSSION

- The Bundoora Homestead Board of Management is a Section 86 Special Committee of the Local Government Act.
- The Board's purpose is: *A Special Committee appointed, pursuant to section 86 of the Local Government Act 1989, to manage the operation of Bundoora Homestead Art Centre.*

- The charter outlines the scope and delegated authority of the Board and specifies the following reporting requirements: *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.*
- This report accompanies the Board's Annual Report for 2016/2017 and the Annual Report for 2017/2018.
- The Annual Report 2016/2017 outlines highlights, exhibitions, Darebin Art Collection acquisitions, outcomes, key statistics, financial overview and programming.
- The Annual Report 2017/2018 is the first report since Council's decision to increase funding to Bundoora Homestead in March 2017. After this decision the board developed a new Operations Plan and People Plan that were adopted in 2017 and have now been implemented. The Annual Report 2017/2018 reflects this change and reports on the key outcomes listed in the new Operations Plan.
- In March 2017 Council agree to increase funding to the Homestead with a plan for a further increase in 2-3 years' time. The Board will approach Council in 2019 with a request for the additional increase for the 2020/2021 financial year.

HIGHLIGHTS

- Visitation is increasing following Council's decision to increase funding
- The café is an integral piece of the business model and without a food offering visitation to this tourist destination drops dramatically
- Exhibitions standards have increased and funding is regularly secured from highly competitive funding bodies such as Australia Council for the Arts, Creative Victoria and private philanthropic trusts.

OPTIONS FOR CONSIDERATION

Council is invited to note the Annual Reports and refer any specific questions to the Board or to the Art and Collections Unit.

IMPLEMENTATION STRATEGY

RELATED DOCUMENTS

NA

Attachments

- Bundoora Homestead Board of Management Charter (**Appendix A**) [↓](#)
- Bundoora Homestead Annual Report 16 17 (**Appendix B**) [↓](#)
- Bundoora Homestead Annual Report 17 18 (**Appendix C**) [↓](#)

DISCLOSURE OF INTEREST

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

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



**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.

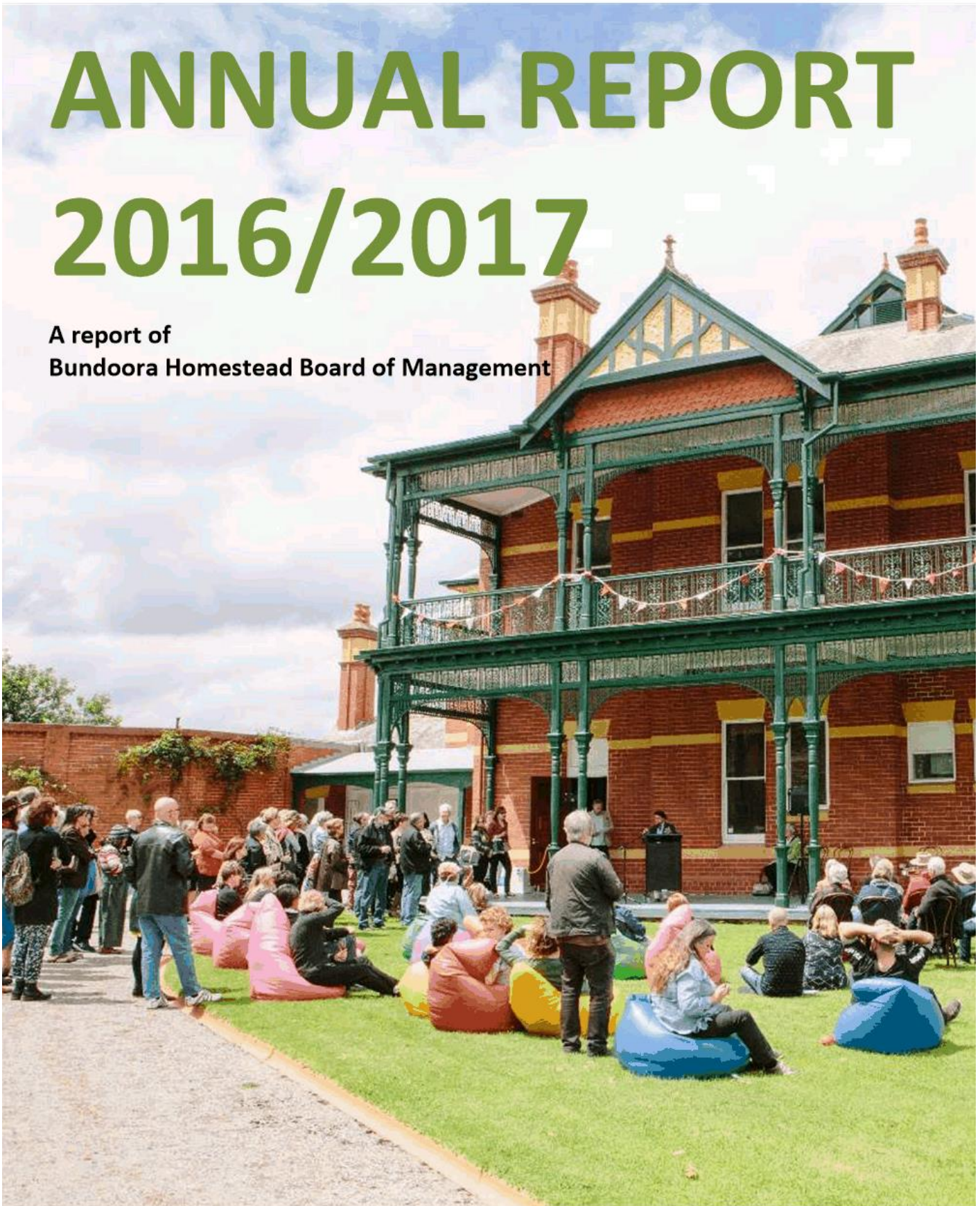
7 Delegated Authority

- (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.

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2016/2017

ANNUAL REPORT 2016/2017

A report of
Bundoora Homestead Board of Management



ADOPTED DECEMBER 2018

PAGE 1

EXECUTIVE SUMMARY

This year has seen a number of exciting developments at Bundoora Homestead Art Centre (BHAC). We've built connections with our audiences by staging high quality, thought provoking contemporary art exhibitions and launched not only a new art prize showcasing 127 artworks from Darebin artists, but also a hugely successful residency project through a collaboration with Arts Access Victoria.

In recognition of the key role BHAC plays in the cultural life of Victoria, Darebin Council committed to increasing our annual funding from 2017, and to the development of an Indigenous themed outdoor play space. We are thrilled with the vision of Council in investing in arts and culture in such a significant way, and I'd like to take this opportunity to thank the Chair of the Board (to June 2017), Valentina Maxwell-Tansley, for steering the Board in developing the Future Sustainability Report and presenting it to Council earlier this year.

In researching the Future Sustainability Report, the Board and staff assessed operational challenges and opportunities, and considered a range of best practice models to develop the vision for delivering arts and heritage experiences at BHAC. We also talked with artists and community members to find out what they really wanted, and one of the ideas that came out of this consultation was the need to provide visitors with more opportunities to explore our gardens and engage with our Indigenous community. We have now begun planning a new, artistic play space to be designed by Indigenous artist, Steaphan Paton, in consultation with Wurundjeri land Council, Darebin Aboriginal Advisory Council and our community. We hope to have this playspace completed by mid-2019.

Another key aspect to running an exhibition program featuring artworks loaned from a range of institutions is accreditation. This year we have once again been endorsed by the Museum Accreditation Program (MAP), managed by Museums Australia. Without this accreditation we would not be able to stage exhibitions featuring the work of nationally and internationally recognised artists, and this year has been exceptional, with 12 artworks borrowed from 8 collections for *Revisioning Histories*, *Group Formalism*, *Closing the Distance* and *Skin Thing*.

With the support of Council and the dedicated commitment (not to mention talent!) of the BHAC team, led by Gallery Director Ella Hughes, we have a strong base for growing our programs and activities in the coming years. We hope that you will be inspired by this summary of our key achievements in 2016/17 and join us as we embark on changes and new directions into 2018.

Kirsten Matthews

Chair - Bundoora Homestead Board of Management

2016/2017 BOARD MEMBERS

Chair, Valentina Maxwell-Tansley (to 28 June 2017)	Christina Lew
Chair, Kirsten Matthews (from 28 June 2017)	Janette Lewis
Councillor Angella Vilella (to October 2016)	Kade McDonald
Councillor Tim Lawrence (from November 2016)	JD Mittman
Councillor Gaetano Greco (from November 2016)	Alice Park
Councillor Susanne Newton (from November 2016)	Giacomina Pradolin
Angela Bailey	Lyndel Wischer
Michael Brennan	

HIGHLIGHTS

FUTURE SUSTAINABILITY REPORT

The Board participated with and supported staff to undertake an operational review to assess the current business of BHAC and plan for a sustainable future. The Board presented the review outcomes to Council with an overview of the operational challenges and requirements for the facility and four future state operational models. Based on this report, at a meeting on 20 March 2017, **Council resolved unanimously to increase operational funding** to BHAC from July 2017. The monies will be used to increase staffing and deliver a wide reaching marketing campaign so that more people hear about this extraordinary space and the artworks presented here. Further investment by Council is proposed in the next three years to extend public programming out into Darebin and provide even more opportunities for artists to make new work and for audiences to see, experience and participate in the arts locally. The Board is now working collaboratively with staff to develop guiding policies and a business plan for the operations and growth of BHAC and to ensure an offer of visual art and heritage in Darebin.

INAUGURAL A1 DAREBIN ART SALON

To complement the Darebin Art Prize (which was reformatted and highly successful in 2015/2016) we have introduced the *A1 Darebin Art Salon*. This open access exhibition invites artists who live, work or study in Darebin to provide an artwork ready to hang and smaller than A1 for display across the galleries. First prize is a solo exhibition at BHAC in the following 12 months, an exceptional opportunity for an emerging local artist. The salon **featured 127 artworks from across the municipality** including photographs, sketches, paintings, works by kids, and more. The winner of the 2015 A1 Darebin Art Salon was painter Patrick Francis, his solo exhibition, *Portraits Remastered*, was presented in March 2017.

NEBULA RESIDENCY PROGRAM

Working in partnership with Arts Access Victoria, the states leading arts and disability organisation, we developed a residency project unlike any other. Aiming to provide opportunities to emerging artists with or without a disability we devised a residency that paired artists from different backgrounds and challenged them to work differently and expand their own practice. We were able to provide 8 opportunities but **received a staggering 142 applications**, showing the high levels of demand from visual artists for ways to invest in their work. 28% of applications were received from people who live in Darebin, 41% of applications were received from artists who identify as having a disability. The artists who participated in the residency project were:

- Fayen d'Evie (with Katie West) and Joseph O'Farrell (JOF)
- Patrick Francis and Sandra Long
- Claire Mooney and Amani Tia
- Elana Grunberg and Hannah Raisin

"The program has vastly improved since a few years ago. It's much more interesting and challenging. The 'Technicians Choice' labels are great! And it's fascinating to see 'Group Formalism' in an old setting. It's a pity you are not open Mondays."

Visitor feedback
May/June 2017

"Darebin is amazing offering all these residencies."

"I love Patrick's exhibition, the Nebula residency is a really great program!"

Visitor feedback
May/June 2017

EXHIBITIONS

CLOSING THE DISTANCE

Closing the Distance brought together contemporary Chinese and Australian-Chinese artists to explore issues of migration, place and the contemporary diaspora experience. The exhibition focused on artists whose works make connections to **shared Chinese cultural heritage, lineage, and lived experience**. Central to the exhibition was the exploration of contemporary migration and the movement of people, culture and history across local and global boundaries. *Closing the Distance* highlights how cultural differences are valuable in providing diverse viewpoints, but also how shared personal experiences and narratives can provide a means to bridge these differences. The artists featured included Kevin Chin, Pei Pei He, Pia Johnson, Lindy Lee, Owen Leong, Eugenia Lim, Chun-yu Liu, Jason Phu, Cyrus Tang, Guan Wei, Shen Wei and Louise Zhang. The exhibition was curated by emerging Curator Sophia Cai.

This exhibition received external funding from the Gordon Darling Foundation and in-kind support from Barry Plant Real Estate.

“Loved the exhibition and bought a catalogue. The exhibition and placement of artworks within the heritage building was handled very sensitively. Done very well.”

“I came for the café, but the exhibition was very interesting.”

“This is a wonderful facility that deserves ongoing support & recognition. Like to see more cutting edge exhibitions.”

Visitor feedback, Closing The Distance exhibition, February – April 2017

SKIN THING

Bundoora Homestead Art Centre regularly collaborates with guest curators to ensure that a **diversity of viewpoints and artists** are represented in our program. Guest curators introduce our programming team to new artists and our audiences to new work. Curated by Jane O’Neill, *Skin Thing* was a group exhibition that explored skin as a surface and opened up conversations about gender, race and body image. Works by Polly Borland, eX de Medici, Adam Geczy and Peter Sculthorpe, Paul Knight, Archie Moore, Perimeter Books, Stuart Ringholt, Charles Robb, Salote Tawale and Jodie Whalen made up this exceptional exhibition.

This exhibition received external funding from Creative Victoria.

DAREBIN ART COLLECTION ACQUISITIONS

The Darebin Art collection is an important record of community history, concerns and viewpoints. Artists often reflect back to us what is happening in our world.

In 2016/2017 we extended our collection acquisitions to include commissioning local artists to create new works for the collection. This provides artists with an opportunity to make new work and to create something that directly references our local community. Artists commissioned include abstract painter Claire Mooney, oil painter Shannon Smiley and renowned video artist Daniel Crooks. Their works will be completed and acquired into the collection in 2017/2018.



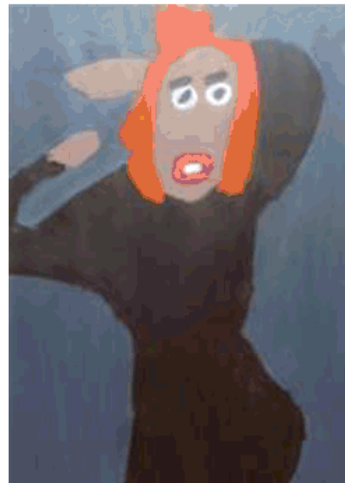
Steven RHALL, Fergus BINNS
Untitled 2016
Ink Jet Print



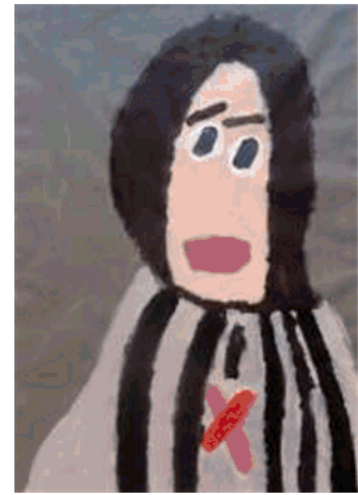
Dale HARDING
white collared 2017
found collar, rawhide, ribbon, brass



Patrick FRANCIS
Italian Woman
(After Vincent Van Gogh) 2014
all works acrylic on paper



Nicki Minaj 2015



Untitled 2014

OUTCOMES

MAPS ACCREDITATION

Bundoora Homestead Art Centre is a MAP accredited museum. This accreditation, managed by Museums Australia, ensures we are operating to the National Standards for Australian Museums and Galleries, are embracing improvements to our operations and program, and that we can be trusted by other museums and galleries as an appropriately maintained gallery to loan works to, and from. This accreditation is vital to our ongoing viability within the visual arts sector. In 2017 we applied for re-accreditation as per the MAP schedule and are thrilled to have been re-accredited by the program. This process included presentation of our Operations Plan, Collection Policy, Preventative Conservation Plan, Disaster Plan, and other strategic documents to outline the galleries working practices and program.

PRESTON ART STORE UPGRADE

The Preston Art Store is a vital part of our collection management and a requirement of our MAPs accreditation. The store experienced a roof leak and investigation led to the discovery of asbestos in the roof space. In order to resolve this a full refit of the store was required. This allowed the Facilities Maintenance team to investigate best practice for the store and upgrade the facility to high standards. The new store features a climate control system for temperature and humidity with inbuilt flood protection. The walls are lined with Durra panels, made from straw in Bendigo, that provides exceptional thermal mass and insulation but also does not off gas any elements that could be problematic to the artworks. The concrete floor is also sealed with a specialist oil that doesn't off gas like other sealants. Lighting has been designed to provide low light in storage areas and higher levels of light over the work bench. The Preston Art Store has exceeded the green specifications of many other art stores and has been held up as a best practice example of a small store by the Public Galleries Association of Victoria.

PLAY SPACE DESIGN WITH INDIGENOUS ARTIST STEAPHAN PATON

As part of our ongoing strategic growth Bundoora Homestead Art Centre explored options for ongoing sustainability. Three key aspects of our future thinking included:

- activating the gardens and providing visitors with more opportunities to explore the outdoor space
- engaging with our Indigenous community and instigating projects that lead to long-term relationships
- making the Homestead a desirable location for local families and local tourists

The development of an Indigenous themed, innovative play space at the front of the facility (not within the heritage listed grounds) will:

- give Indigenous community members a new connection to the site and honour their custodianship of the land
- engage families at the site and bring new audiences to all aspects of the facility
- provide visual engagement for passers-by as to the public nature of the sight, encouraging them to visit
- demonstrate a new kind of play space where artistic concept is of as high a value as the physical or visual amenity

This year we were successful in securing Darebin Council funding for the design of the new play space. A tender was prepared for response with one of the key elements being that the landscape architects appointed were expected to work in partnership with a contemporary Indigenous artist. Hassell Landscape Architects proposed to work in partnership with Steaphan Paton (Gunai/Monero) to design the play space. We are excited about the opportunity to build a monument to living Indigenous culture at the site. This project will include consultation with Wurundjeri land Council, Darebin Aboriginal Advisory Council and our community.

MEDIA COVERAGE

Despite limited marketing and PR resources, media coverage was secured across a number of print media, online and through radio:

Exhibition of art

The connection between art and time will be explored at a Bundoora Homestead exhibition. Impermanent Durations has been put together by three art academics. The trio will host a discussion from 2-3pm on Saturday. The exhibition runs July 29 to August 21.

Technician's Choice exhibit

See works from a dozen artists including Fergus Binns and Nicole Breedon in the new exhibition Technician's Choice at the Bundoora Homestead Art Centre. The gallery is open Wednesdays to Sundays. Details: 9496 1060

craft

HOME VISIT WHAT'S ON NEWS SHOP
JOIN & SUPPORT ABOUT

NOT A LOVE, NOT A JEWEL, NOT A SINGLE LINE

fast lane

Art exhibition

Bundoora Homestead Art Centre is calling all artists who live, work or study in Darebin to submit artwork for the A1 Darebin Art Salon exhibition. Bundoora Homestead Art Centre gallery manager Ella Hinkley said the exhibition would celebrate the art, expression and creativity within the municipality. Submissions close on Thursday, July 21, at 5pm. Details: bundoorahomestead.com



Cash boost for gallery

Council opens its coffers to help historic arts space become the suburb's heart

Bundoora

A \$500,000 Bundoora art gallery will receive a cash injection of almost \$1 million to be changed to create a 'heart' for the suburb.

...the connection between art and time will be explored at a Bundoora Homestead exhibition. Impermanent Durations has been put together by three art academics. The trio will host a discussion from 2-3pm on Saturday. The exhibition runs July 29 to August 21.

...at 5pm, at East Primary School, and from 6-8pm, at Reservoir Library. Details: volunteering@spectrumvic.org.au

Homestead project

Bundoora Homestead Art Centre is keen to hear from anyone with memories, stories or information about the hospital, patients, or families and staff that lived, visited or worked there as part of a special project. Details: 9496 1060

Try tai chi

Come-and-try sessions of the Chinese gentle exercise tai chi are held at the back garden of the Darebin Community Health building

Span run wellbeing day and yoga, tai gentle e small gr Details:

Conver

People v practise skills in a environ Convers Library Friday, English give sup Details

Alcohol PRACE i educati register

Exhibition of art

The connection between art and time will be explored at a Bundoora Homestead exhibition. Impermanent Durations has been put together by three art academics. The trio will host a discussion, 2-3pm, on Saturday. The exhibition runs July 29 to August 21.

Rachel M Eve

A NEW event spr inner no ting off th Lentil /

STATISTICS

7	Number of major exhibitions
14	Number of small exhibitions and artists in residency
39	Number of public programs
8	Number of interns and volunteers
7,351	Number of visitors
289	Number of artists supported
49	Number of exhibition applications received
2.2	EFT Staff
400+	Number of collection items maintained (includes history items)
8	Number of new acquisitions (includes commissions)

FINANCIAL OVERVIEW

OPERATING BUDGET INCOME

	BUDGET	ACTUAL	NOTES
Facility hire	2,650	3,277	
Café income	66,000	27,501	Café closed for a period to address staff and safety issues. Reduction in income approved at Q2.
Workshop & program fees	1000	5,480	
Government grants*	0	12,578	Gordon Darling Foundation & Creative Victoria.
Sponsorship	0	3,273	
Internal	0	300	
TOTAL	69,650	52,409	

OPERATING BUDGET EXPENDITURE

	BUDGET	ACTUAL	NOTES
Salaries and staff costs	329,566	336,544	
Café supplies	25,700	25,654	
Gallery operations	55,530	74,533	
Facility costs	96,105	96,725	
Contractors	78,700	90,243	
TOTAL	585,601	623,699	

NET OPERATING POSITION

	515,951	571,290	Reduced café income affected bottom line.
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CAPITAL WORKS

	BUDGET	ACTUAL	NOTES
Darebin Art Collection acquisitions	30,000	20,629	Some items delayed, funds rolled over .
Bundoora Homestead Play Space Design	50,000	35,279	Project delayed. Funds rolled over.
Bundoora Homestead Maintenance and Renewal	40,000	26,317	Some items delayed due to Facilities Maintenance issues. Funds rolled over.
TOTAL	120,000	82,225	

FOUNDATION FUND

Balance at 30 June 2016: \$55,284.08

Balance at 30 June 2017: \$33,596.95

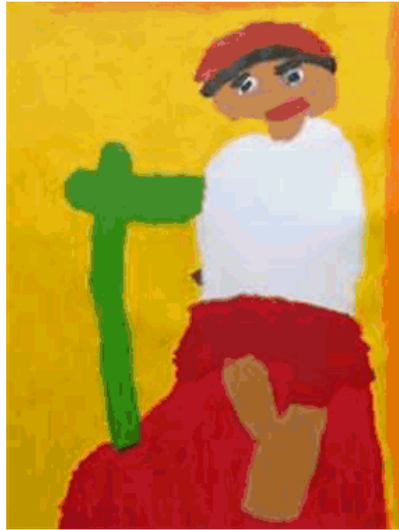
Note: a \$25,000 grant was received from the Copland Foundation. These \$ were moved to the operational budget in this financial year.

MAJOR EXHIBITIONS

REVISIONING HISTORIES
18 June – 21 August 2016



A1 DAREBIN ART SALON
27 August – 2 October 2016



VERDANT GARDEN
26 November – 5 February 2017



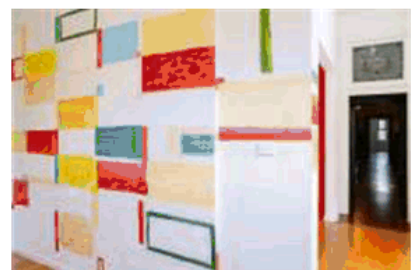
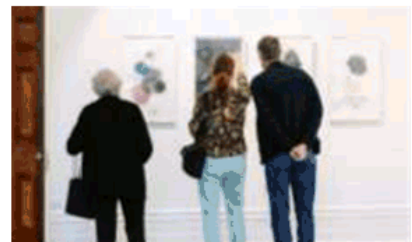
CLOSING THE DISTANCE
11 February – 30 April 2017



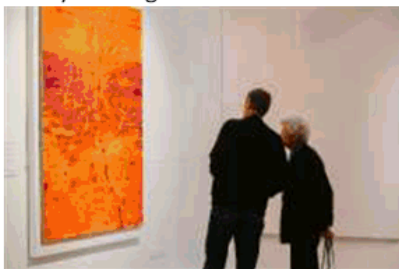
NEBULA RESIDENCY PROGRAM
February – June 2017



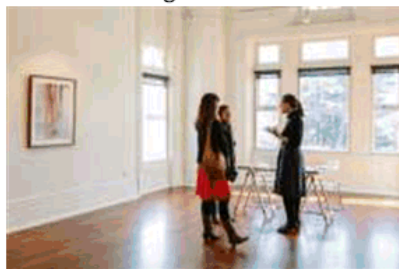
GROUP FORMALISM
5 May – 18 June 2017



TECHNICIANS CHOICE
3 May – 6 August 2017



SKIN THING
23 June – 6 August 2017



OTHER EXHIBITIONS AND EVENTS

Impermanent Durations - Painting and Time 29 July – 21 August 2016

Stephanie Hicks – Not a love, not a jewel, not a single line 7 October – 20 November 2016

Deborah White – Ever-Renewing Delight 7 October – 20 November 2016

Leanne Failla & Jaime Vella – In Production (Ways to Reside) 7 October – 20 November 2016

Betra Fravel & Ben Taranto – Expanded Gaze 7 October – 20 November 2016

Anna White – abstract Interior 7 October – 20 November 2016

Botanica, Melbourne Polytechnic 5 October – 20 November 2016

Regeneration (Victorian Quilters Inc) 23 November – 5 February 2017

Patrick Francis, Portraits Remastered 8 March – 30 April 2017

Paul Handley – Vests 21 June – 6 August 2017

Life Drawing, History Tours, Kids Workshops, Forums, Artists Talks, and openings



ZBUNDOORA HOMESTEAD BOARD OF MANAGEMENT ANNUAL REPORT 2017/2018

ANNUAL REPORT 2017/2018

A report of
Bundoora Homestead Board of Management



ADAPTED: JANUARY 2018

PAGE 1

EXECUTIVE SUMMARY

The past year was an exciting and successful one for Bundoora Homestead Art Centre (BHAC) and we saw some important changes and improvements implemented. Visitor numbers at the Homestead have increased significantly, and this is proof that an engaging program of exhibitions, events and collaborations is resonating with local audiences.

In part this is a result of the terrific work of Ella Hughes, Claire Watson and the rest of the team, but also due to the fact that the cafe has increased operations and offerings in the past year.

The Board of Management worked hard to address some of the urgent issues. This resulted in the adoption in December 2017 of the BHAC Operations Plan, which significantly outlines key priorities and actions for the Board to pursue in the near future.

Another milestone was the implementation of the BHAC People Plan which led to the much needed staff restructure at BHAC and additions to the team. Subsequently, Sophie Kahl as Heritage & Collections Officer and Leah Crossman in the role of Development & Marketing Team Leader joined BHAC. Corey McGregor came on as Cafe Supervisor and Grace Tan as Cafe Assistant. Welcome all.

The Board revised and up-dated the Darebin Collection Policy which prepares the way for future expansions of the Collection, with particular focus on South East Australian Indigenous artists, video and new media art and works by Darebin artists. Twelve wonderful and exciting additions have been included in the collection last year.

I would like to thank out-going board members Michael Brennan, Christina Lew, Alice Park, and Giacomina Pradolin for their time and expertise, as well as the Board's previous chair Kirstin Matthews for her leadership during her term. I warmly welcome incoming board members Giovanna D'Abaco, Angie Bedford, Peta Clancy and Sue Thornton.

As Chair I would also like to express the Board of Managements' thanks to all BHAC staff and volunteers for the hard work last year, and Darebin Council for its important on-going support.

I am looking forward to yet another exciting and successful year at BHAC.

JD Mittman

Chair - Bundoora Homestead Board of Management

2017/2018 BOARD MEMBERS

Chair, Kirsten Matthews (to 5 December 2018)

Chair, JD Mittman (from 5 December 2018)

Counsellor Tim Lawrence

Counsellor Gaetano Greco

Counsellor Susanne Newton

Angela Bailey

Michael Brennan to 10 January 2018

Christina Lew to 16 May 2018

Janette Lewis

Valentina Maxwell-Tansley

Kade McDonald

Alice Park to 16 May 2018

Giacomina Pradolin to 8 February 2018

Lyndel Wischer

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018

NEW OPERATIONS PLAN

In December 2017 the Board finalised and adopted a new Operations Plan for Bundoora Homestead Art Centre (BHAC).

The plan outlines key priorities, actions and opportunities for the Board to pursue, and positions BHAC as a leading contemporary art gallery in Melbourne's north.

The importance of a strong and shared vision for BHAC was identified by the Board as critical to moving into the next phase of maturity and sustainability.

OUR VISION IS

TO BE A LEADER IN CONTEMPORARY ART AND HERITAGE EXPERIENCES THAT ENGAGE,
EXCITE AND INSPIRE OUR COMMUNITY

PURPOSE

Bundoora Homestead Art Centre is where contemporary art and Australian history collide. A home for creative thinking, community participation and inventive contemporary arts practice, where artist and audience are engaged, welcomed, challenged, and where they are empowered to contribute to a conversation about the issues of our time and place, all within a rich historical heritage.

We utilise our assets of art galleries, heritage house, heritage gardens, café, and art collection to work collaboratively and deliver experiences that are relevant, accessible and engaging.

We are supporting artists to make and present new artworks by making art more accessible to a wide range of community members. We recognise that art is vital to the wellbeing of individuals and communities.

Our service extends beyond the walls of Bundoora Homestead and engages with communities across Darebin in their own space. We manage and care for the Darebin Art Collection and Public Art Collection and ensure these valuable community assets are promoted and cared for.

AIM AND GUIDING PRINCIPALS

Bundoora Homestead Art Centre aims to become a leading visual arts venue embracing and celebrating contemporary Australian art within the context of a Heritage Home.

There are four guiding principles which will drive success of Bundoora Homestead Art Centre. These are:

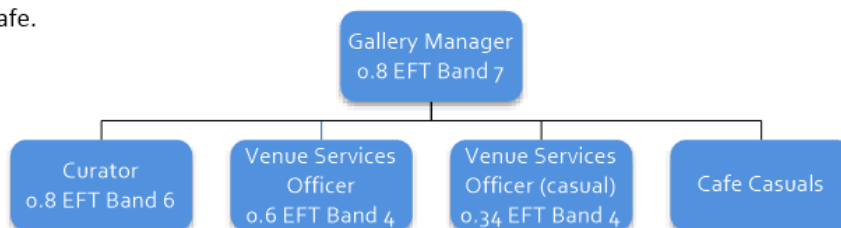
- Artistic Excellence, Heritage and Engagement
- Exceptional Visitor Experience
- Business Sustainability
- Innovative and Inclusive Management

The strategies, actions and People Plan outlined within the Operations Plan all link back to these four areas, which are in turn aligned with the Darebin Arts Strategy and other Council policies and plans.

NEW PEOPLE PLAN

In October 2017 the Board finalised and adopted a new People Plan for Bundoora Homestead Art Centre (BHAC).

The previous staffing structure was comprised of 2.2 EFT (permanent part-time) plus casual staffing in Venue Services and the cafe.



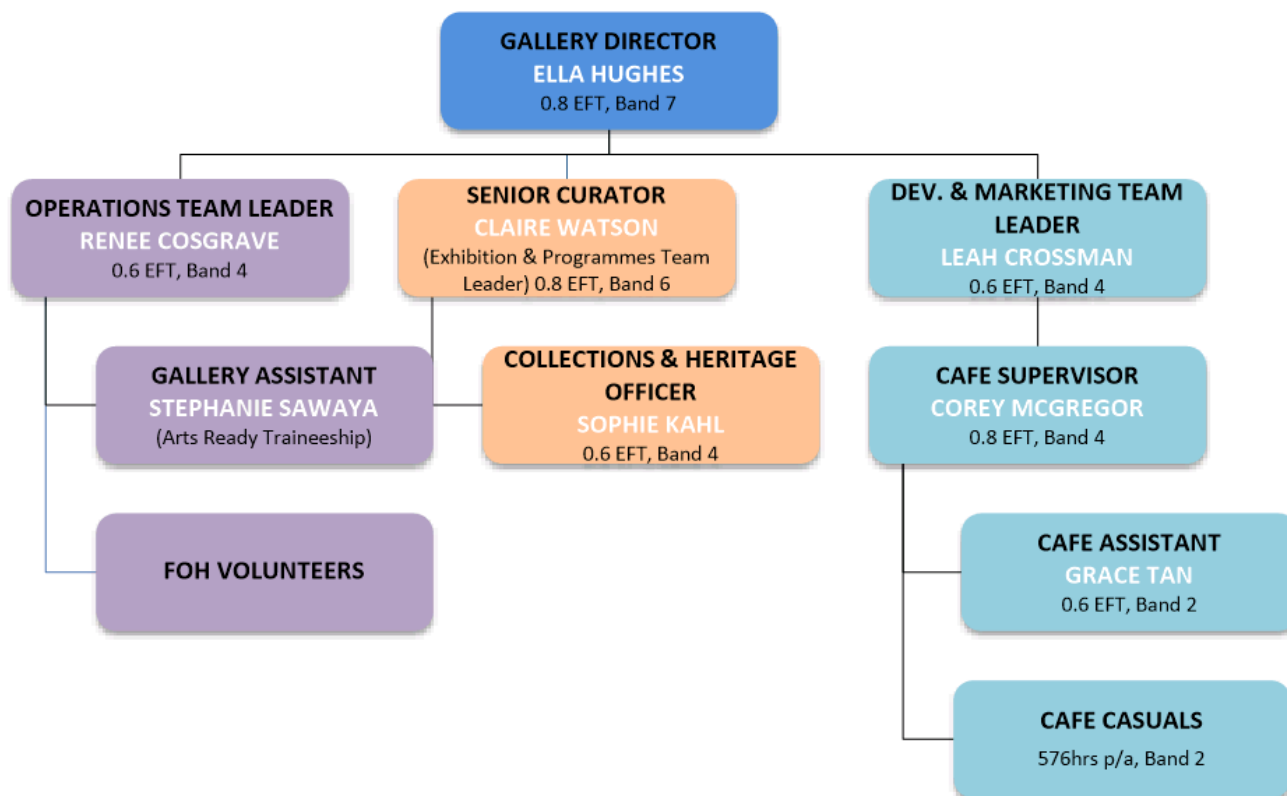
This structure poses many problems for the facility and the service we provide to the community including:

- Having capacity for all staff to undertake training and attend staff meetings and workshops without compromising service delivery.
- Having capacity for staff to take leave without compromising service delivery.
- Having appropriate and skilled supervision of the café.

OUR PEOPLE VISION

A nimble, flexible, efficient, highly skilled, highly professional and cross-discipline team that works collaboratively and is recognised within the industry as setting the standard for gallery and heritage services.

NEW STRUCTURE AND STAFF



ARTISTIC EXCELLENCE, HERITAGE AND ENGAGEMENT

DAREBIN ART PRIZE

The Darebin Art Prize was re-launched in 2015 as a bi-annual acquisitive prize achieving a 270% increase on applications from previous events.

In 2017, the call out received an enormous 760 entries, almost double the applications compared with 2015. This exceptional growth in applications over the two exhibition periods shows that **community awareness of Bundoora Homestead Art Centre has risen dramatically** and that **visual artists from across Australia hold the facility in high regard**.

The winner of the 2017 Darebin Art Prize was Claire Lambe for her photographic and installation work *'She never speaks about herself, she could be anything'*.

"I think the winner (Claire Lambe) was the best work, in 100 years you'll see how great that work is. You picked the right one!"

"Exhibition interesting. Good things are happening at the Gallery. It is gaining momentum"

Visitors to the Darebin Art Prize

PARTNERSHIPS

As outlined in the new Operations Plan, the Board has a commitment to working in partnership with like-minded organisations, artists and businesses. This has resulted in several highly successful partnership projects in 2017/2018:

Arts Access Victoria – this partnership launched in 2016/2017 with the Nebula Residency Program. This year we launched Nimbus **a weekly visual art studio for artists with disability**. Nimbus is a rare opportunity for artists to explore their individual arts practice with the support and expertise of experienced artists. In addition to practical studio work, the participating artists have had access to gallery exhibitions and staff for professional development and support. It is our aim to keep this studio program operating at Bundoora Homestead in an ongoing program.

Presenting Partners – several projects were presented in 2017/2018 with the support of presenting partners. These included:

- Hayley Millar-Baker's exhibition of photography presented in partnership with Melbourne Fringe Festival
- Kirrily Hammond and Sim Luttin's painting and jewellery exhibition Keepsake presented as part of Radiant Pavilion Contemporary Jewellery and Object Biennial
- History tours, led by a team of wonderful volunteers, presented as part of the Open House program
- Kids Art Workshops, presented as part of the National Gallery of Victoria Kids on Tour program
- The Megaphone Project, an outdoor installation on the lawns of Bundoora Homestead by artists Madeleine Flynn and Tim Humphrey as part of Darebin Music Feast
- Cloudstreet, a unique theatre production in partnership with Purely Pensive Productions (see below)

CLOUDSTREET

For the first time, in December 2017, Bundoora Homestead Art Centre hosted a season of live theatre that utilised the house and grounds as the stage. Purely Pensive Productions, a theatre company based in the northern suburbs, developed an adaptation of Tim Winton's Cloudstreet. The **season was completely sold out and highly regarded**. This was an opportunity for Bundoora Homestead to engage with different artists and diverse audiences.

BUSINESS SUSTAINABILITY

PLAY SPACE DESIGN COMPLETED

The design of our new artist designed play space is now complete.

This project, a partnership between Indigenous artist Steaphan Paton (Gunai/Monero) and Hassell Landscape Architects is the culmination of 18 months of research, consultation and development. The play space will be built and launched in 2019 and aims to:

- activate the gardens and providing visitors with more opportunities to explore the outdoor space
- engaging with our Indigenous community and instigate projects that lead to long-term relationships
- make the Homestead a desirable location for local families and local tourists

“Great idea, can’t wait to come back and play.”

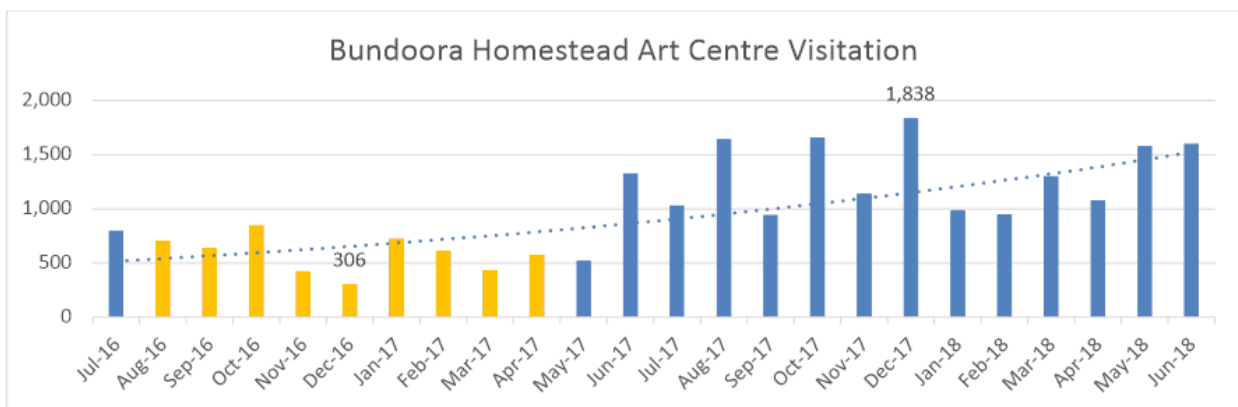
“Excellent that the artist is Indigenous. Sounds wonderful + so glad the people who will use it were consulted (the children).”

Feedback from community members.



VISITATION

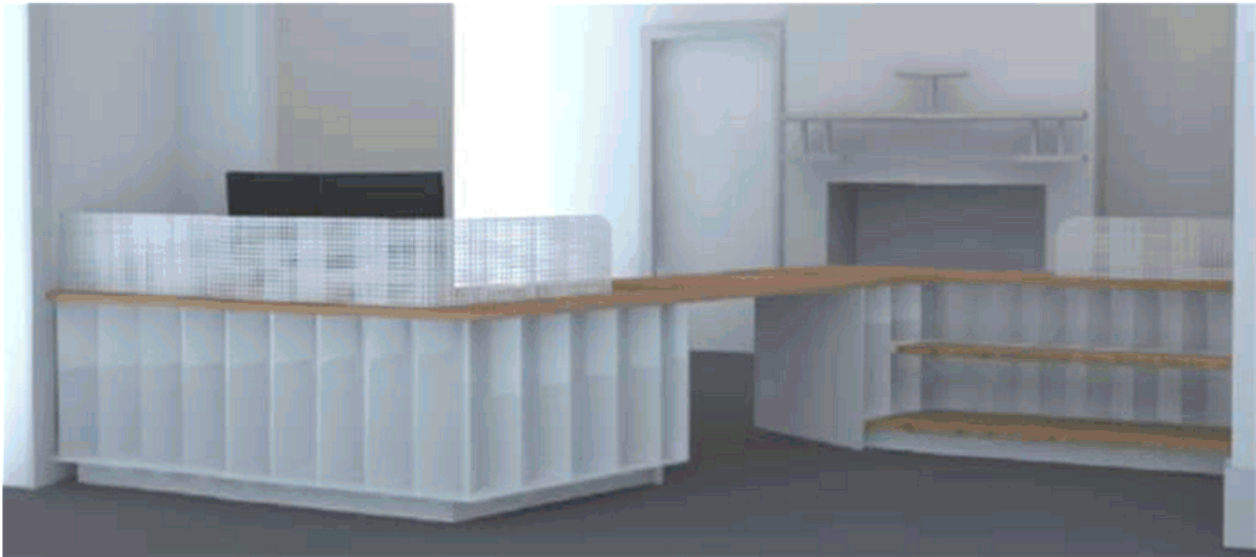
Visitation **has increased dramatically** since some café issues were resolved and the cafe re-opened for lunch service. The café closure period is highlighted in yellow. This shows the **inter-dependence of a destination gallery on a lunch service** as there are no other food options nearby. Further analysis of visitation data and trends will be undertaken in 2018/2019.



EXCEPTIONAL VISITOR EXPERIENCE

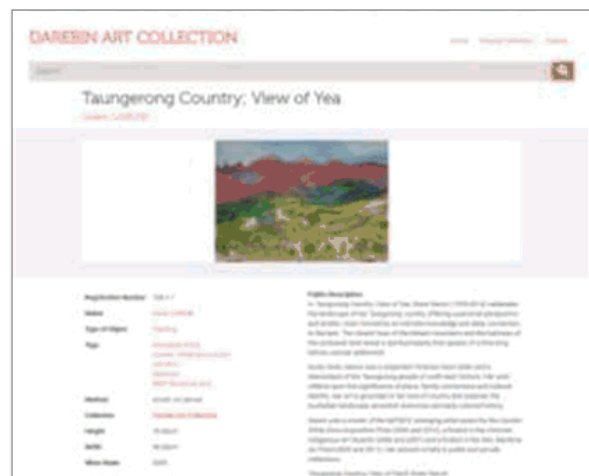
NEW RECEPTION AREA DESIGN

The reception desk at Bundoora Homestead was identified as a concern in 2016/20-17 as it was not compliant with current standards and did not allow for growth in staffing numbers. Sibling Architects were contracted to develop a new design for the reception area. This new design will not only provide a safe and appropriate workspace for multiple staff but it will deliver a **warm, inviting and professional welcome to visitors**. The works will be completed in 2018.



ONLINE COLLECTION DATABASE

Community members, artists, curators, gallery directors, funding bodies and other interested parties can now **explore the Darebin Art Collection online**. The collection database has been a complex project to develop excellence in collection management with a purpose built online collection management system (not available to the general public) combined with a beautiful interface for public viewing of the artworks owned by Darebin Council.



INNOVATIVE AND INCLUSIVE MANAGEMENT

GARDEN MASTERPLAN

Oversight of the heritage listed garden was identified as a major risk due to several key drivers:

- High use of water to satisfy non-indigenous plantings in an increasingly low rainfall area
- No tree succession plan resulting in older trees being removed and no new trees growing
- Non-thriving trees and shrubs given the heritage listed gardens a less than ideal appearance
- Lack of clarity over garden maintenance and care

To address these issues, John Patrick Landscape Architects were appointed to undertake a full review of the original garden plan (2001) and to develop a new master plan for the ongoing care and renewal of the space.

The plan not only outlines required works and care for the existing gardens but also looks at potential growth opportunity's including a kitchen garden.

This master plan will now be translated into a maintenance manual and implemented across the next 10 years.

COLLECTION POLICY

In April 2018 the Board adopted a new Collections Policy for the Darebin Art Collection. This policy will guide acquisitions, de-acquisitions and care of the collection ensuring that it remains a collection of high quality artworks forming a valuable record of community ideas, interests and people. The new collection policy outlines several key focus areas:

- Contemporary works by South East Australian Aboriginal artists
- Contemporary video art and new media art
- Contemporary ceramics and craft
- Contemporary works that reflect Darebin and adjoining municipalities
- Smith family heritage items
- Bundoora Repatriation Mental Hospital heritage items
- Heritage pottery from the local area

These priority areas will build on the existing collection and ensure that the Darebin Art Collection remains a **relevant record of community thoughts and issues over time.**

"Have lived locally for 30 years but did not know this was here! Wonderful. I'll spread the word."

"More or bigger signage for the road and outside the car park please, the place is a bit hard to find."

Visitors to the Bundoora Homestead Art Centre

DAREBIN ART COLLECTION ACQUISITIONS

The Darebin Art collection is an important record of community history, concerns and viewpoints. **Artists often reflect back to us what is happening in our world.**

In 2017/2018 we took possession of our first commission for the Darebin Art Collection. Commissioning new works by local artists allows us to support artists to make new work that is specifically for a local art collection.

Our first commission, *High St (after Ruscha)*, by local artist Daniel Crooks was exhibited this year to great acclaim and has already been loaned to another exhibiting gallery.



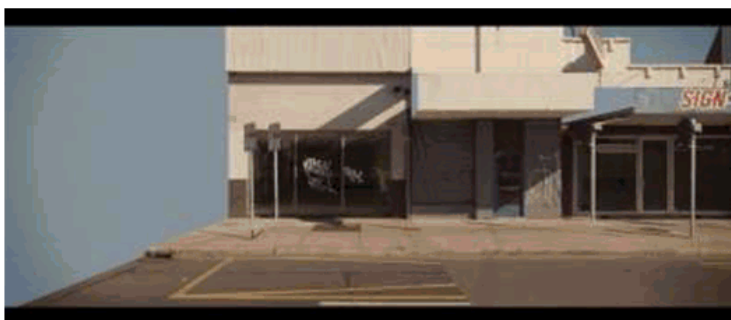
Brook Andrew
The Right to Offend is Sacred (Glow Red)
screen print, 2017



Claire Mooney
Slipstream, Wanderer, Torrent
acrylic and print transfer on plywood
2017 (commission)



Shannon Smiley
Darebin Creek
oil on linen, 2017 (commission)



Daniel Crooks
High St (after Ruscha)
single channel video, 2017 (commission)



Sim Luttin
Moment #8: Backyard view (4, 4 JAN 17)
sterling silver, aluminium, glass, 2017

“Loved Daniel Crook’s video. I watched it over and over and tried to work what he had done.” “Exhibition interesting. Good things are happening at the Gallery. It is gaining momentum”

“I felt like the Daniel Crooks artwork worked so well in that space and it was stronger because of our relationship to the location”

Visitors to the Bundoora Homestead Art Centre

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018



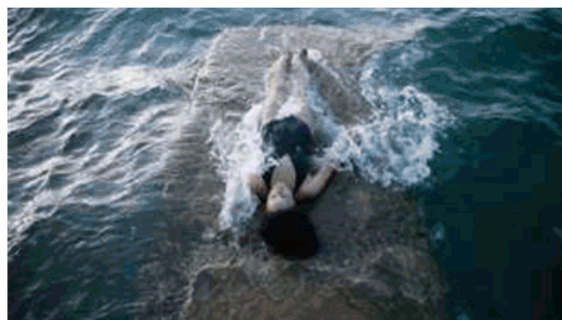
Claire Lambe
She never speaks about herself, she could be anything.
photograph, 2017 (winner Darebin Art Prize)



Penny Byrne
#EuropaEuropa
porcelain, 2016



Karla Dickens
Looking at you VI
inkjet print, 2017



Angela Tiatia
Holding On
single channel video, 2015



Lofty Cannon Photo Album (heritage item)
donation from Jillian Parkes



Eugenia Lim
Yellow Peril, 1980/2015 and *Welcome Stranger, 1869/2015*
blanket, 2015

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018

MEDIA COVERAGE

Late in the financial year we were able to recruit our new Development and Marketing Team Leader, as per the People Plan and we are looking forward to a renewed focus on media and publicity in coming months. The Homestead secured several excellent media opportunities over the year.



JANUARY 2019

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STATISTICS

6	Number of major exhibitions
13	Number of small exhibitions and artists in residency
55	Number of public programs
11	Number of interns and volunteers
15,752	Number of visitors
206	Number of artists supported
49	Number of exhibition applications received
4.8	EFT Staff
420+	Number of collection items maintained (includes history items)
12	Number of new acquisitions

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018

FINANCIAL OVERVIEW

OPERATING BUDGET INCOME

	BUDGET	ACTUAL	NOTES
Facility hire	2,100	9,827	Multiple hire shows in this financial year.
Café income	80,000	52,891	Budget set ambitiously high and based on fully functioning kitchen. However, kitchen is not complete. Staff have worked hard to achieve this result with inefficient equipment and facilities.
Workshop & program fees	12,050	19,939	Darebin Art Prize fees offset by increased admin costs.
Government grants*	0	6,500	Melbourne University partnership 2018/2019.
TOTAL	94,150	89,157	

OPERATING BUDGET EXPENDITURE

	BUDGET	ACTUAL	NOTES
Salaries and staff costs	443,632	502,368	Higher costs for casual staff while staffing restructure was finalised. High cost of administration of Darebin Art Prize.
Café supplies	42,750	37,451	
Gallery operations	86,418	68,934	
Facility costs	96,516	83,527	
Contractors	72,200	82,787	Off set with increase in hire and workshop income.
Other	2,990	6,542	Includes legal advice regarding Foundation Fund.
TOTAL	744,506	781,609	

NET OPERATING POSITION

650,356	692,452	Difference mostly composed of reduced café income.
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CAPITAL WORKS

	BUDGET	ACTUAL	NOTES
Darebin Art Collection acquisitions	59,371	58,862	
Bundoora Homestead Maintenance and Renewal	43,500	47,923	Budget increased at Q2.
TOTAL	120,000	82,225	

FOUNDATION FUND

Balance at 1 July 2017: \$33,596.95

Balance at 30 June 2018: \$35,801.02

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018

MAJOR EXHIBITIONS

SKIN THING

23 June – 6 August 2017



DAREBIN ART PRIZE

28 October 2017 – 4 March 2018



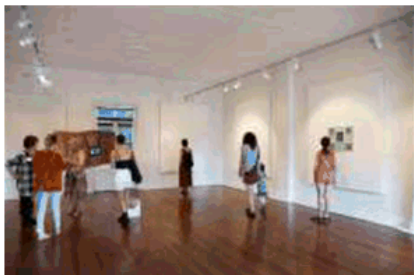
ACCESSION

10 March – 13 May



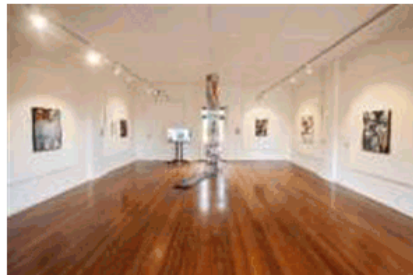
WE

10 March – 29 April



CROCODILITY

3 May – 17 June



ONE ON ONE

19 May – 29 July



CRAFT LAB+

19 MAY – 29 JULY



BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2017/2018

OTHER EXHIBITIONS AND EVENTS

Paul Handley, *Vests*, 21 June – 6 August 2017

Open House, Volunteer led history tours, 29 & 30 July 2017

Daniel Crooks, *High Street (after Ruscha)*, 12 August – 22 October 2017

Salon of Spirits, curated by Jake Treacy, 12 August – 22 October 2017

Aaron Claringbold, *Confluence*, 12 August – 22 October 2017

Carly Fischer, *From Little Things Big Things Grow*, 12 August – 22 October 2017

Peter Davidson, *Untitled*, 26 August – 22 October 2017

Justin Shoulder, *Fantastic Creatures*, 9 August – 22 October 2017

Hayley Millar-Baker, *My Mirring*, 9 August – 22 October 2017 (presented with Melbourne Fringe Festival)

Dana Harris, *Survey*, 9 August – 22 October 2017

Kirrily Hammond & Sim Luttin, *Keepsake*, 9 August – 22 October 2017 (presented with Radiant Pavilion)

Madeleine Flynn & Tim Humphrey, *The Megaphone Project*, 14 October – 21 October 2017 (presented with Darebin Music Feast)

Purely Pensive Productions, *Cloudstreet* (theatre production), 5 – 16 December 2017

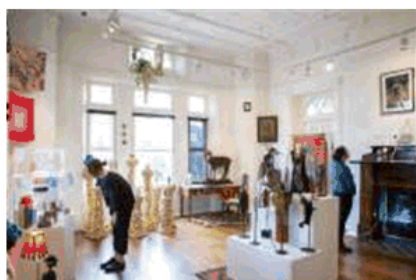
NGV Kids On Tour, 11 January – 14 January 2018

Valentine's Day Rainbow High Tea, 17 February 2018

Australian Lace Guild (Victorian branch), lace making demonstrations and display, 24 & 31 May 2018

Lindy De Wijn, *Connection*, 19 May – 29 July 2018

Life Drawing, History Tours, Kids Workshops, Forums, Artists Talks, and openings



8.9 PUBLIC ART FRAMEWORK**Author:** Manager Creative Culture and Events**Reviewed By:** General Manager Community

PURPOSE

To recommend adoption of the draft Public Art Framework.

EXECUTIVE SUMMARY

The City of Darebin has long had strong policy position on Public Art. The Public Art Strategy adopted in 2006 has expired and this saw a discussion paper and community engagement process take place in 2017.

This process explored new thinking and perspectives about the role of public art in cities. A new public art framework is now ready for Council's finalisation and adoption (**Appendix A**).

The revised policy platform is driven by two key factors: by a fast changing public realm, and the growing expense of delivering and managing an annual program of temporary and permanent public art.

Recommendation

That Council adopts the Public Art Framework Overview.

BACKGROUND / KEY INFORMATION*A new Public Art Framework for Darebin*

Public art is well established in the wider community through a range of differing public art practices that works across a spectrum from temporary (ephemeral) to permanent. Community-led projects, artist-led commissions, percent for art schemes, site-specific exhibitions, sculpture walks, live art experiences and street art are all familiar interpretations for audiences, artists and locals who reside within close proximity to these public realm activations and artworks.

The review of Public Art in 2017-18 has scoped, assessed and articulated:

- Temporary and Permanent Public Art and Council's role in the development, delivery and maintenance of new and existing work
- Underlying approach to Public Art in Darebin – challenges and opportunities
- Investment models and opportunities for Public Art in Darebin
- Advice and advocacy regarding Public Art in private developments, place making and urban design initiatives.

Establishing a new approach to public art is the first step to building an integrated program that leads best practice models, is planned and coordinated, and supports artist-led and/or artist-engaged commissions to be stronger, agile and responsive to community expectations and aspiration for a creative public realm.

Five key themes of public art emerged in the review:

- (1) *Activator of Public Places*
- (2) *Heritage, Infrastructure and Maintenance*
- (3) *Master Plans and Urban Design*
- (4) *Private Developments*
- (5) *Cultural Tourism*

The current permanent public art within City of Darebin is eminently substantial. Together, the works form a narrative of City of Darebin and highlight trends in public art practice. *Fido* was a benchmark contemporary permanent public artwork in 2000. *Shadow Creek* (1999) at Ruthven Reserve was created by then emerging artist Cameron Robbins, now considered one of Australia's leading contemporary public artists. *Untitled 8/73* (1973) by Reg Parker, in the forecourt of Preston Library, is classified by the National Trust of Australia (Victoria) as an example of a 'classic formalist work by one of the early practitioners of this style in Australia'. Such works are significant assets and therefore need to be maintained in accordance with professional museum industry standards.

Some permanent public artworks in Darebin are now reaching their end of life. These works will either need to undergo major refurbishment (equivalent in some cases to the cost of a new work), or be de-accessioned from the community and removed from public space. This will trigger a need for new public artworks, not necessarily in the same spaces, and a clear, robust and thoughtful framework will support this process.

Key project milestones:

2017 - 2018	Draft Framework for Public Art in development informed by consultation and feedback.
25 February 2019	Council adoption of new framework for Public Art
March – June 2019	Implementation of new Public Art Framework

Public Art is the issue most often raised through the National Association for the Visual Arts (NAVA) and Arts Law and has been highlighted as an area of complexity and poor management by both organisations. It is our intention to ensure that Darebin Council develops a best practice approach to avoid future issues for both Council and artists.

In recognition that the organisation currently has a dispersed and uncoordinated approach to the planning of art in the public realm, a consistent and place-based approach is required that is guided by the following principles:

- A premise that people are drawn to places of high quality design that feature attractions and other people
- Good urban design with great public art benefits the public interest by creating places that are well connected, enjoyable to be in, safe and visually appealing and reflect the cultural values and local distinctiveness
- Good public art activations considers and is expected to contribute to broader objectives relating to social inclusivity, environmental sustainability, cultural vitality and economic prosperity.

- An artist's moral and intellectual property rights must be acknowledged and protected throughout a Public Art process and a clear, open and transparent process is required to protect both Council and the artist's interests

An adaptive and responsive approach will ensure that investment in the city's public environment remains functional and performs at its best for all. That is, good public art at Darebin must reflect on the intricate and interdependencies that underpin the development and adaptability of parts of places and spaces, within districts and across the entire municipality.

Previous Council Resolution

In 2006, Council adopted "Beyond Fido: Darebin Public Art Strategy 2006-2015".

COMMUNICATIONS AND ENGAGEMENT

Consultation

In 2017 an independent consultant, Lindy de Wijn, was engaged to create a Public Art Discussion Paper. This paper was made available online through the Darebin Your Say page and local residents, artists and community were encouraged to participate in an online survey and provide feedback. The survey attracted 174 respondents.

Results from the survey respondents (174 people) are summarised as follows:

- **Temporary Art** was ranked as the highest priority for type of Public Art by respondents.
- 93% agreed that they would **be excited** to see more public art in Darebin.
- 92% would like to see **more artists** creating public art in Darebin.
- 90% believe public art in Darebin can make the community **more inspiring and surprising**.
- 77% believe Council should **invest in more infrastructure** for displaying temporary public art such as billboards, lightboxes and projection screens.
- 66% **live** in Darebin; 29% **visit** Darebin; 26% **work** in Darebin.

A roundtable of public art specialists was held with professional artists and academics including Professor David Cross, Deakin University; Dr Vincent Alessi, La Trobe University; Georgia Rouette, Cultural Matters; Julie Shiels, Artist; Louise Paramor, Artist; and Mark Feary, Gertrude Contemporary. Aboriginal artists Megan Cope and Yhonnie Scarce were also consulted with. They were invited to share their vision for what makes for an inspired and quality public art program and provide recommendations to ensure best practice in delivering and managing public art. The overarching finding was that there is widespread conviction that public art is a critical element in positioning Darebin Council as a desirable destination that enables a connection to site and place within the community.

The consultation period included a review of the policies and frameworks of other local governments including but not limited to City of Melbourne, City of Greater Dandenong, City of Moreland and City of Yarra.

The Darebin Arts Ambassadors were also provided with regular reports and were formally provided progress reports at meetings in 2015, 2016 and 2017.

Other key stakeholders engaged include:

- Darebin Aboriginal Advisory Committee
- Darebin Active and Healthy Ageing Community Advisory Board
- Darebin Disability Action Group

External

- RMIT University – Arts in Public Space Program including Alumni
- Other Councils within Greater Melbourne with Public Art Policies
- Artists and Place Makers
- Arts Access Victoria
- Artists and public art academics

Communications

A detailed communication strategy will be developed once the Framework is adopted.

The communications will inform community of the key outcomes of the new Framework and highlight current public art projects that are in progress.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

This initiative aligns to and facilitates the delivery of Goal 2 and Goal 3 of the Council Plan 2017-2021 as well as the Creative Darebin: Arts Strategy 2014-2020.

Environmental Sustainability Considerations

All environmental considerations influence and shape the planning, design and delivery of public art aligned to community expectations and best practice models in public realm interventions.

Equity, Inclusion and Wellbeing Considerations

The Arts Strategy 2014-2020 has an emphasis on social inclusion and engagement with Darebin's diverse communities. Work will continue to ensure the implementation of policies, programs and initiatives that consider all aspects of Darebin's unique and diverse community based but not limited to gender, age cultural indemnity and ability.

One of the Guiding Principles underpinning the Arts Strategy is Equity and a non-negotiable expectation of diversity and inclusiveness in practice. In developing the strategic framework there has been an emphasis on social inclusion and engaging with Darebin's diverse communities.

Cultural Considerations

Activating Darebin's places, spaces, parks and gardens with Public Art enables a creative and thriving culture contributing to Darebin's liveability, positive reputation and improved public amenity, connectedness and sense of belonging.

Economic Development Considerations

Activating Darebin's places, spaces, parks and gardens with Public Art enables a creative and thriving culture contributing to Darebin's liveability, positive reputation and improved public amenity, connectedness and sense of belonging.

Financial and Resource Implications

There are more than forty outdoor assets in Council's Public Art outdoor collection that are maintained through a dedicated Capital Works Program budget. The collection is insured at nearly \$3 million. The assets are conserved and maintained annually through the Capital Works Program.

The review of the current policy and proposal to redesign a new program framework for public art are being funded within the current operational budget.

Any financial impacts from a redesign process will be referred to future budgets for consideration.

Legal and Risk Implications

Any risks related to the implementation and delivery of refreshed framework for public art has identified the need for a dedicated strategic lead to mitigate risks associated with an unplanned and short term approach to public art. All risks have been identified through assessment and compliance with Council's risk management framework.

DISCUSSION

What is Public Art?

Public art includes art located in a space that has public visibility, use and access. It can be permanent, like a sculpture or mural, temporary, like an installation, or ephemeral, like a performance or event-based work. It brings art out of a gallery or theatre space and into the public, for all to discover and enjoy.

Public art can promote enquiry, contemplation, wonder, joy and surprise; it can provoke debate and challenge views. It can act as a significant artistic temporal marker for a community or societal issue. It can connect a community, create a community, and create an identity for a space.

Establishing a new approach to public art is the first step to building an integrated program that leads best practice models, is planned and coordinated and supports artist-led and/or artist-engaged commissions to be stronger, agile and responsive to community expectations and aspiration for a creative public realm.

Darebin delivers a range of artistic projects and initiatives and the organisation can successfully meet the challenges and expectations of a fast growing and changing population and positively contribute to a dynamic and creative public realm.

Public art is diverse and complex by nature. Hence, a whole-of-council approach is integral to the successful development, delivery and maintenance of public art in City of Darebin. Local Government can enable public art by:

- Creating opportunities for artists to use public spaces as their canvas, stage or public studio;
- Providing opportunities for partnerships with private developers;
- Promoting and facilitating community and civic engagement into local arts and culture;
- Enabling community connections and facilitating new relationships with people and place.

Collaborations, partnerships and communication are key to coordinating a successful public art program within Darebin City Council and in supporting and encouraging public art externally. A new Public Art Framework will aim to set the foundations for the integrated delivery of public art across council departments and within the landscape of the City of Darebin.

OPTIONS FOR CONSIDERATION

Nil

IMPLEMENTATION STRATEGY

Details

Immediate Next Steps:

February 2019	Council endorsement of the framework
March 2019	Communications strategy implementation
June 2019	Framework integration and implementation

Communication

A detailed communication strategy will be developed once the Framework is adopted.

The communications will inform community of the key outcomes of the new Framework and highlight current public art projects that are in progress.

Timeline

Refer to immediate next steps as indicated.

RELATED DOCUMENTS

- *Creative Darebin*, Arts Strategy 2014-2020
- *Beyond FIDO*, Darebin Public Art Strategy 2006 to 2015

Attachments

- Public Art Framework Overview (**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.

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Temporary artworks can encompass artworks in a wide variety of mediums and technologies. The majority of these artworks are developed by the artist specifically for the short term opportunity available. Others may be pre-existing artworks reimagined in a new context. The lifespan of a temporary public artwork or project can range from a few days to a number of months.

Temporary artworks are often experimental in nature and the artist may be responding to specific sites, themes, or opportunities. Due to their shorter anticipated exhibition period, these works may be made from less durable material and are often not able to adapt to longer term display. On occasion, works developed as temporary projects may be suitable for re-occurring display (video, banners, posters etc.)

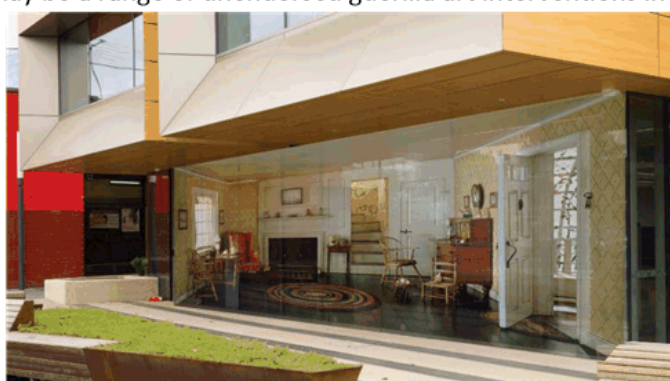
Ephemeral artworks include performance or event-based pieces that are experiential. They may be fleeting, providing an immediate and momentary experience for the viewer, or last a few hours. Ephemeral artworks can also be works made from materials that degrade quickly such as paper or ice, these works are specifically designed by the artist to disappear over a period of time and this disappearing is a key component of the concept.

Temporary and ephemeral artworks or any art projects, installations, events or activities happening in the public domain of Darebin will be curated or initiated by Council or developed and delivered by external providers with the express approval of Council.

Council is committed to engaging the community in many aspects of its public art program, however, our emphasis is to support public artworks that are created or led by **experienced professional artists**. We believe this provides the best opportunity for high quality outcomes. As the leading creative practitioners in developing public art projects, professional artists will sometimes work with expanded creative teams, professional fabricators or community members to deliver the artwork. For example, in the event Council supports a creative project that will occur in the public domain involving local community members, untrained artists or school children, our priority will be those projects involving professional artists who will oversee and direct the project. Likewise, we encourage professional artists to be engaged in Council or external projects for creative signage, play spaces, seating or other furniture or decorative elements in the public domain.

We do not believe that unsolicited graffiti such as tagging is public art. However, whilst not sanctioned or commissioned by Council, we are aware that there may be a range of unendorsed guerilla art interventions in the public realm such as stenciling, sprayed murals or other street art and craft practices that many community members are receptive to due to their artistic merit or because of their relevance to, or commentary on, local or community issues.

We are committed to public art in Darebin being high quality, engaging, relevant, well maintained and safe. We will regularly review artworks to ensure they meet these requirements and if necessary may choose to remove, relocate or replace unsuitable works.



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3. CONTEXT

Darebin is a municipality with an extremely varied range of communities living and working within its boundaries. We delight in our diversity, the range ages, abilities, genders, and experience, the mix of socioeconomic circumstances, and we embrace the varied backgrounds of our residents and workers, acknowledging and celebrating those with Indigenous and multicultural heritage. We enjoy what this diversity brings to our lives, the great range of restaurants and cafes, the unique retail offerings, and the other distinctive services and businesses in our neighborhoods. We delight in the unique character of individual places and people in our municipality.

As a Council we aim to retain and celebrate what we already have that is unique to Darebin, and we seek to encourage and support new innovations, ideas, projects and events that explore and activate our city in exciting ways.

We will create diverse and changing experiences of public spaces and provide outstanding opportunities for local and national artists to create new works

We already do this by ensuring significant heritage places, buildings and landscapes are preserved and maintained and we acknowledge their continued contribution to our environment. We encourage groundbreaking and responsive design for exciting new buildings and civic infrastructure, we are involved in reinvigorating our streetscapes, and we invest in green spaces and parklands. We support cultural practitioners to stay living and working in our municipality through various Council programs and grants and invest in numerous local cultural organizations because we know they are important contributors to the culture and ethos of Darebin. We find a myriad of ways to support community cultural activities that happen in our public spaces such as festivals, events and markets.

Our role is also to encourage, plan and design vibrant, safe and welcoming public spaces that are enjoyed and utilized by our residents, local workers and visitors. Embedding culture into the design and use of these spaces enhances and activates these environments.

We can bring culture into the public realm by supporting and encouraging public art – permanent, temporary and ephemeral. Public art offers a tangible way to express and animate our varied stories - our histories, our heritage, the past uses of our land and buildings, a celebration of those people who are important to us, our acknowledgement and appreciation of practices and rituals and issues of relevance to our various communities. Public art, especially experimental temporary art projects, also provide opportunities for our community to experience first-hand many emerging artistic trends and technologies that are impacting our world.



Draft Public Art Framework June 2018

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4. BACKGROUND

Darebin has a proud record of encouraging and supporting public art. Public art provides Council an opportunity to demonstrate its commitment to placing community, creativity and ideas as central to its vision for Darebin as a forward thinking, responsive and exciting place to live and work. It provides physical evidence that the City of Darebin is committed to fostering *innovation, creativity and diversity*.

Over many years, the City of Darebin has supported public art through a variety of mechanisms, primarily through commissioned permanent artworks and temporary projects initiated or funded by the Council's Creative Culture & Events unit. There have also been a number of public art projects and activities that have come about through one-off projects, via external providers as well as by other Council departments.

Recently, there has been significant work done in trying to clarify Council's objectives in supporting public art, and to streamline internal processes to ensure best-practice mechanisms going forward and to avoid some of the ad-hoc approaches of the past.

Council's most recent Public Art Framework *Beyond FIDO, Darebin's Public Art Strategy* expired in 2015. In 2017 an independent consultant and a City of Darebin Arts Ambassador, Lindy de Wijn was engaged to create a Public Art Discussion Paper.

To inform the development of a new Public Art Framework, a community consultation process took place to explore what types of public art the community would like to experience and where. In late 2017, De Wijn's Discussion Paper was made available online through the Darebin's *Your Say* consultation page and local residents, artists and the broader community were encouraged to participate in an online survey and provide feedback. The online survey attracted 174 respondents. Accompanying this, an extensive internal engagement process with staff from across various departments was facilitated.

Council also supported a roundtable of public art specialists comprising professional artists living in the municipality and beyond including Indigenous artists, educators and academics, and representative of local arts organisations. They provided insight and recommendations about the opportunities in delivering and managing public art going forward.

Council staff also undertook a review of the policies and frameworks of City of Melbourne, City of Greater Dandenong, City of Moreland, and City of Yarra to gain insight into the approach of other municipalities with strong public art programs.

A key finding of the public and specialist consultation was the high level of enthusiastic support for Council's ongoing role in supporting and presenting public art within the municipality. **90% of those surveyed believed that public art in Darebin can make the community more inspiring and surprising and 92% would like to see more artists creating art in the public domain. The type of art ranked as of most interest to survey respondents was temporary and ephemeral public art projects.**

Given that 66% of the respondents were residents and another 26% worked in Darebin, this feedback provides strong evidence that the City of Darebin should feel confident in supporting new and engaging public art projects, especially temporary and ephemeral art projects in the public domain.

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5. THEMES AND FOCUS AREAS.

Five themes for public art emerged through the review period. They were:

1. Public Art as an **ACTIVATOR** of public places
2. **VALUING, DOCUMENTING & MAINTAINING** the public art and heritage we have now, and in the future
3. **INTEGRATING ART** into urban design and planning at the preliminary stage of projects (master plans)
4. **ENCOURAGE THE PRIVATE SECTOR** to engage artists to ensure developments are innovative & dynamic
5. Quality public art projects, permanent and temporary, used to enhance brand, marketing & **CULTURAL TOURISM** for Darebin.

Following community and stakeholder feedback regarding these themes, some focus areas for public art have been identified. They can loosely be broken down into four key areas:

TEMPORARY AND EPHEMERAL PROJECTS:

- An emphasis on temporary and ephemeral public art projects which provide more experimental but short term outcomes
- An aim to explore opportunities to create re-occurring temporary public art events or festivals
- Where possible, develop projects or opportunities in partnership with other organizations

PROVISION OF PERMANENT INFRASTRUCTURE FOR TEMPORARY ART:

- A recognition that Council should support the provision of a range of permanent infrastructure such as screens, light-boxes and projectors in order to facilitate programmed artistic content

PERMANENT PUBLIC ART PRIORITIES:

- Closer alignment of permanent artworks with Council strategies, capital works, and renewal projects
- Ensure Creative Culture and Events staff are involved in early discussions about new developments in order to facilitate public art in these developments where possible
- Set up a rolling reserve to accumulate funds for more significant permanent projects to be commissioned by Council.
- Council to provide guidance to private developers, building owners and other external organizations regarding public art such as incorporating public art into new residential or commercial developments, or hosting public artworks or events. Council will encourage external providers to engage professional public art project managers, professional artists and to have clear briefs and legal agreements.

ARTIST RESIDENCIES:

- Support artists to undertake short or long term residencies leading to public realm art outcomes. Such residencies might be community based or aligned with specific Council initiatives or in collaboration with local arts organization or educational institutions.

AIMS:

- Artistic excellence
- Transformative, accessible, inclusive experiences
- Broad geographical reach
- Appropriate resources & processes
- Supporting artists
- Leadership and innovation

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6. OTHER ISSUES INFORMING PUBLIC ART PROGRAM PRIORITIES

Collaborations, partnerships and communication are key to coordinating a successful public art program. We will further develop our positive relationships with locally based arts organizations and educational institutions and explore partnership or collaborative public art projects, events and related activities. We will foster relationships with internal and external partners including funding bodies, other government departments and agencies and private developers to deliver projects of a budget, scale or complexity that we do not currently deliver. We also seek to work in closer collaboration with other arms of Council to share opportunities, funds, and knowledge and to ensure a more consistent approach across Council that delivers quality outcomes.

Our public art program will be responsive to our community, and we will enable community connections and facilitate new relationships for civic engagement into our public art programs. For example, we will explore opportunities for community members and stakeholders to contribute to research, themes, and content (via a range of mechanisms including oral histories, workshops or other feedback avenues) which can then be interpreted and expressed by artists in new public art projects.

We also want to encourage an appropriate timeline for any new permanent public artwork being commissioned by Council or by private developers and ensure artists are engaged at the earliest stage of the project. Ideally:

- Year 1 scope sites and community engagement.
- Year 2 full design, due diligence and tender documents, procurement for construction.
- Year 3 construction and launch event.

Likewise, we want to ensure that budget provision is adequate for high quality artworks and that funds are earmarked for ongoing repair and maintenance at the time of commissioning.

7. PUBLIC ART SELECTION CRITERIA

Public Art projects will be assessed against the following criteria:

- relevance to the Public Art Framework
- artistic merit
- projects which are contemporary, are of a high quality, are innovative and engage with the issues, trends, materials and techniques of our time
- involvement of a professional artist in the project
- appropriateness and relevance to the site
- consideration of public safety, maintenance and durability requirements if longer term
- non-duplication of projects, or support for projects of a similar type to existing or previously supported artworks
- non-duplication of memorials or monuments commemorating same or similar events
- consistency with current planning, heritage and environmental policies and other Council programs

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8. ADMINISTRATION

Council does not currently have a Public Art Officer with responsibility for delivering the public art program.

Until such time as a Public Art Officer is appointed, public art commissioning and curation at Darebin will be managed by the staff of Bundoora Homestead Art Centre (BHAC) and overseen by the Manager, Creative Culture & Events.

BHAC staff will follow the guidelines for commissioning art projects in the public domain outlined in the Darebin Public Art Policy (currently in development). This policy will cover the commissioning process, briefs and agreements, rules and guidelines for acquiring and removal of artworks, guidelines for outside contributions (grants, donations, other non- government sources, gifting), etc.

A Darebin Public Art Quality Assurance Group (DPAQAG) to be led by Creative Culture & Events and representing a range of key Council departments will consider and advise on all public art projects in the early stage of planning. Recognizing there has previously been a dispersed and uncoordinated approach to planning and delivering art in the public realm, this new whole-of-Council approach is to be adopted to ensure best case outcomes for public art, cultural activations, and artwork commissions. This group will ensure that Council responds consistency to public art opportunities, that there is a uniform vision and whole of municipal approach, artists and community are at the heart of concept development, and that all ethical, moral and legal considerations are met.

The DPAQAG will meet quarterly or as required and will be guided by the professional expertise of the BHAC and Creative Culture & Events staff regarding the most appropriate process for selecting and engaging professional artists and the standards for artist agreements and project management systems. DPAQAG will also review guidelines and templates used by Council for public art projects.

A specialist Public Art Advisory Panel will be appointed on a case by case basis, dependent on the scale and complexity of any new public art initiative. This panel will include external visual art experts, BHAG Senior Curator, other Darebin staff members and relevant community participants. The Panel will not be involved in day-to-day planning or management of the public art program nor will they be involved in approval of individual projects.

9. RELEVANT COUNCIL DOCUMENTS THAT INFORM THE PUBLIC ART PROGRAM

- Darebin Council Plan 2017-2021
- Darebin Art Strategy 2014-2020
- Darebin Collection Policy
- Darebin Public Art Policy (currently in development)
- Council Graffiti Management Policy
- Any future documents approved by Council and any guidelines set out by the DPAQAG

8.10 PROPOSED SALE OF LAND AT THE REAR OF 28K HUGHES PARADE, RESERVOIR**Author:** Property Officer**Reviewed By:** General Manager Governance and Engagement

PURPOSE

To complete the statutory procedures for the proposed sale of a parcel of land from a discontinued road at the rear of 28K Hughes Parade and 3K Morris Street, Reservoir, shown cross-hatched on the site plan in **Appendix A** and in orange in the aerial view in **Appendix B** (Land) and to seek approval from Council to finalise the statutory procedures for the proposed sale.

EXECUTIVE SUMMARY

On 3 September 2018, Council resolved to commence the statutory procedures and give public notice of the proposed sale of the Land to adjoining property owners. The process provided the community and all abutting property owners with the opportunity to make comment on the proposal.

Public notice of the proposal was given in the *Preston Leader* and *Northcote Leader* newspapers on 9 and 10 October 2018 respectively. Notification was also given on Council's website. The notice period ended on 9 November 2018, with no submissions received.

Recommendation

That Council:

Having given public notice of the proposal under section 189 of the *Local Government Act 1989* ('the Act') to sell the Land from the discontinued road adjoining the rear of 28K Hughes Parade and 3K Morris Street, Reservoir, shown hatched on **Appendix A**, contained within Certificate of Title Volume 4984 Folio 723 and shown as Lot 5 on Title Plan 015228X **Appendix C**:

- (1) Directs that the land from the road be sold by private treaty to the owners of 28K Hughes Parade, Reservoir, in accordance with Council policy.
 - (2) Authorises the Chief Executive Officer to sign all documents relating to the sale of the Land.
 - (3) Transfers to itself any land from the road not sold
 - (4) Authorises the Chief Executive Officer to undertake all actions required to transfer any land not sold to Council.
-

BACKGROUND / KEY INFORMATION

On 6 December 1999, Council resolved to discontinue the road bound by Hughes Parade, Morris Street, Asquith Street and Carson Street, Reservoir and 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 8 June 2000, shown in **Appendix D**.

In 2017, Council received an enquiry from an adjoining property owner at 28K Hughes Parade, Reservoir looking to purchase the land at the rear of the property, being part of the unsold land from the discontinued road. The Land is known as Lot 5 on Title Plan 015228X shown in **Appendix C**.

Investigations revealed that the Land appears to have been incorporated within the property at 3K Morris Street, Reservoir for many years. However, this property is a vacant plot of land which has never been built on, nor has the Land been restricted from public access as shown in the Aerial view in **Appendix B**. The owners of the adjoining property at 3K Morris Street, Reservoir have not objected nor expressed any interest in the Land.

Consultation with abutting property owners confirmed the feasibility of the proposed sale, with the property owner of 28K Hughes Parade, Reservoir indicating their interest by signing an in-principle agreement to purchase the Land from the discontinued road at market value, as well as meeting all reasonable costs.

Previous Council Resolution

At its meeting held on 3 September 2018, Council resolved:

That Council:

- (1) *Commences the statutory procedures under Section 189 of the Local Government Act 1989 ('the Act') to sell the land from the discontinued road adjoining the rear of 28K Hughes Parade and 3K Morris Street, Reservoir, shown as Lot 5 on Title Plan 015228X in Appendix C, to the owners of 28K Hughes Parade, Reservoir in 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 owner of 28K Hughes Parade, Reservoir by private treaty.*

COMMUNICATIONS AND ENGAGEMENT

Consultation with adjoining property owners

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The owners of 28K Hughes Parade, Reservoir, have confirmed an interest in acquiring the land, shown as Lot 5 in the Title Plan 015228X provided in **Appendix C**, at current market value, as well as meeting all costs associated with the transfer of land.

Consultation with Service Authorities and Council Departments

Internal departments and the service authorities were consulted when the road was discontinued in 1999 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 required Council to give public notice of its intention to sell the land known as Lot 5 on Title Plan 015228X and invite submissions from affected parties or any person/s. Submitters were offered the opportunity to request to be heard by Council prior to a decision being made. In addition, all abutting property owners were advised of the proposal in writing and informed of their right to make a submission.

Communications

Public notice of the proposal was given in the *Preston Leader* and *Northcote Leader* newspapers on 9 and 10 October 2018, respectively. Notification was also given on Council's website. The notice period ended on 9 November 2018.

No submissions were received.

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

The costs associated with conducting the statutory process will be funded from existing budget allocations.

Council's City Valuer has placed a market value of \$308 per square metre (including GST) on the Land. The sale of Lot 5, with an area of 56m², is intended to be sold to the property owner of 28K Hughes Parade, Reservoir for the amount of \$17,248 (including GST). The Land will also attract Council rates once transferred.

Legal and Risk Implications

Risks are covered under the analysis of each option.

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.

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 status quo would remain with the adjoining property owner continuing to occupy the Land.

Council may be perceived as knowingly encouraging and enabling property owners to continue to occupy other reserves, 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 statutory process to sell the Land.

Option 2 – Proceed with the Statutory Procedures (Recommended)

Council could resolve to proceed with the statutory procedures to potentially sell the Land. This would be consistent with the statutory procedures which have been completed, with no submissions being received.

Benefits of finalising 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

- Arrange for the land to be sold and transferred to the owner of 28K Hughes Parade by private treaty in accordance with Council policy.
- Arrange for any land not sold to be transferred into Council's ownership (if required).

Communication

- Council departments
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory authorities

Timeline

It is expected that the sale and transfer of these parcels of land will be finalised within three months from the date of Council approval of the sale.

RELATED DOCUMENTS

- *Local Government Act 1989*
- Sale of Minor Council Property Assets Policy

Attachments

- Site Plan (**Appendix A**) [↓](#)
- Aerial View (**Appendix B**) [↓](#)
- Title Plan (**Appendix C**) [↓](#)
- Victorian Government Gazette (**Appendix D**) [↓](#)

DISCLOSURE OF INTEREST

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

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

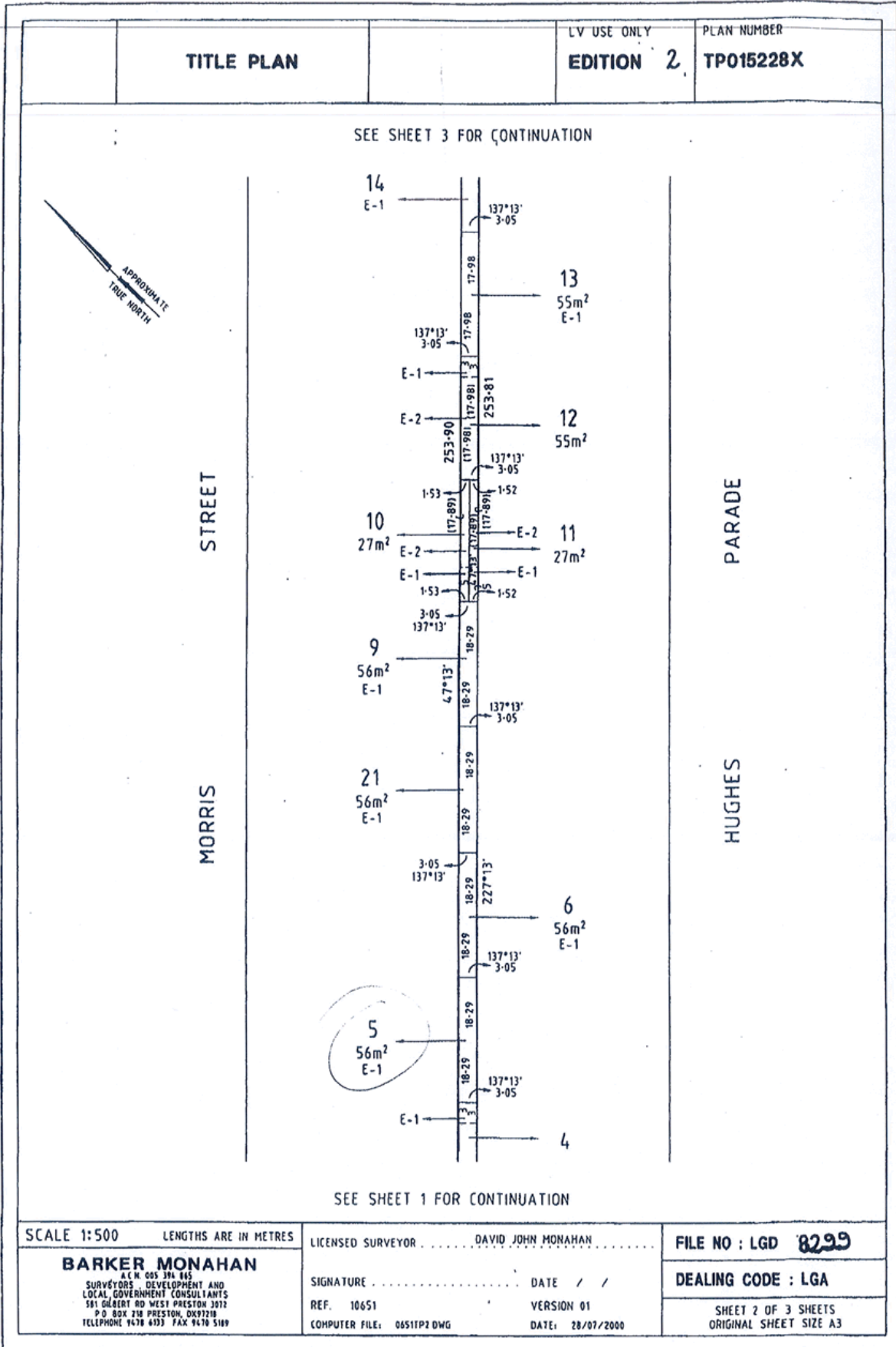


Whilst every endeavour has been made to ensure that the information in this product is current and accurate, the City of Darebin does not accept responsibility or liability whatsoever for the content, or for any errors or omissions contained therein. @ City of Darebin

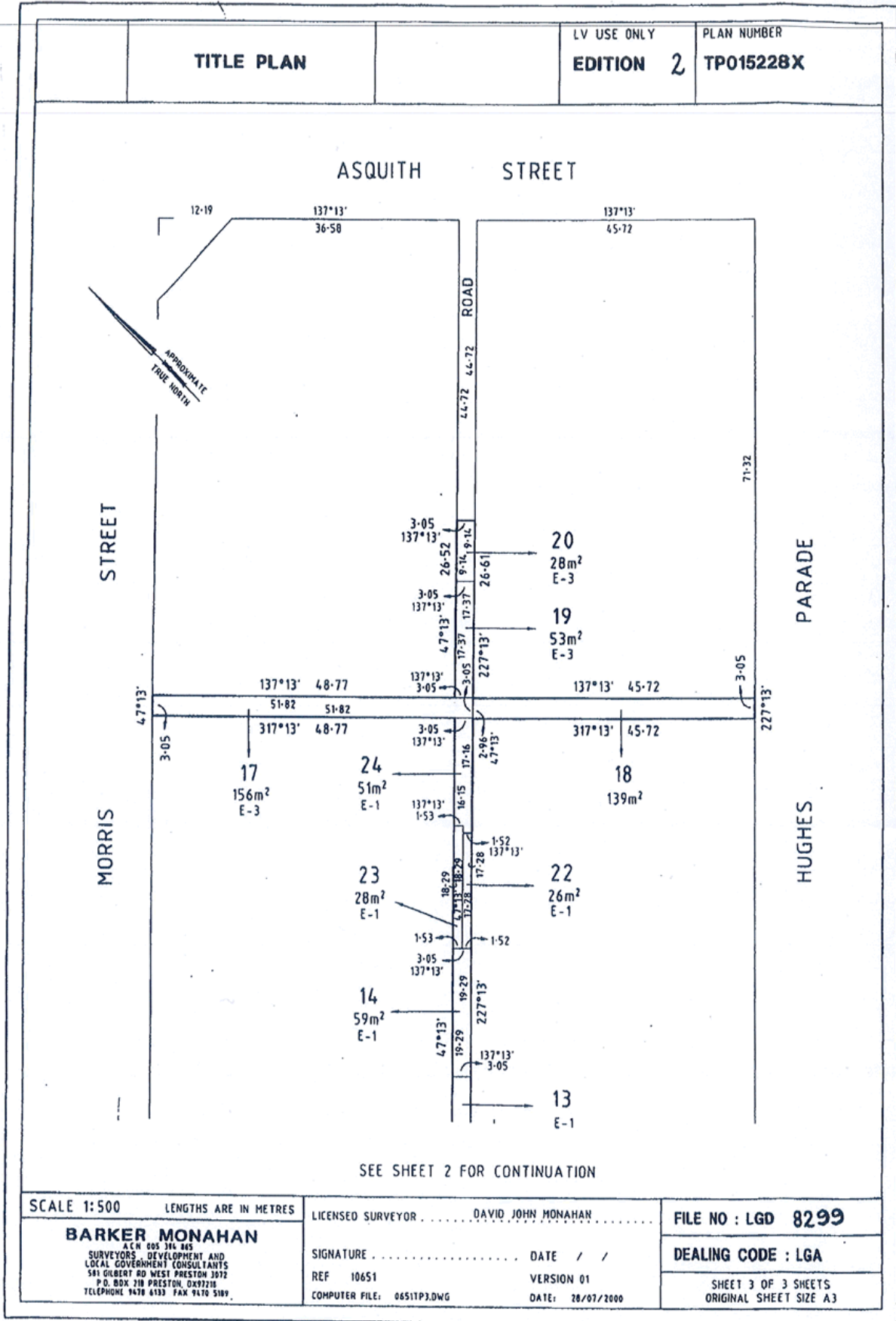


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TITLE PLAN		LV USE ONLY EDITION 2	PLAN NUMBER TP015228X	
LOCATION OF LAND PARISH: KEELBUNDORA TOWNSHIP: - SECTION: - CROWN ALLOTMENT: - CROWN PORTION: 13 (PART) LV BASE RECORD: CHART 66 (2856) LAST PLAN REFERENCE: LP8481 DEPTH LIMITATION: DOES NOT APPLY PARENT TITLE REFERENCE: VOL 4984 FOL 723 AMG CO-ORDINATES: E: 324 140 ZONE: 55 (APPROX. CENTRE OF LAND IN PLAN) N: 5 825 625		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: LOTS 7, 8, 15 AND 16 HAVE 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 / / ASSISTANT REGISTRAR OF TITLES	
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)		
ORIGIN	LAND BENEFITED/IN FAVOUR OF			
E-1 & E-3	AS PROVIDED FOR IN SEC.207C LGA 1989	SEE DIAGRAM	SEC.207C LGA 1989	YARRA VALLEY WATER LTD.
E-1 & E-2	AS PROVIDED FOR IN SEC.207C LGA 1989	SEE DIAGRAM	SEC.207C LGA 1989	CITY OF DAREBIN
SEE SHEET 2 FOR CONTINUATION				
SCALE 1:500 LENGTHS ARE IN METRES BARKER MONAHAN A.C.N. 085 396 865 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 581 GILBERT RD WEST PRESTON 3072 P.O. BOX 218 PRESTON, VIC 3072 TELEPHONE 9478 6133 FAX 9478 5189		LICENSED SURVEYOR DAVID JOHN MONAHAN SIGNATURE DATE / / REF 10651 VERSION 01 COMPUTER FILE: 0651TLP.DWG DATE: 28/07/2000		
		FILE NO : LGD 8299 DEALING CODE : LGA SHEET 1 OF 3 SHEETS ORIGINAL SHEET SIZE A3		



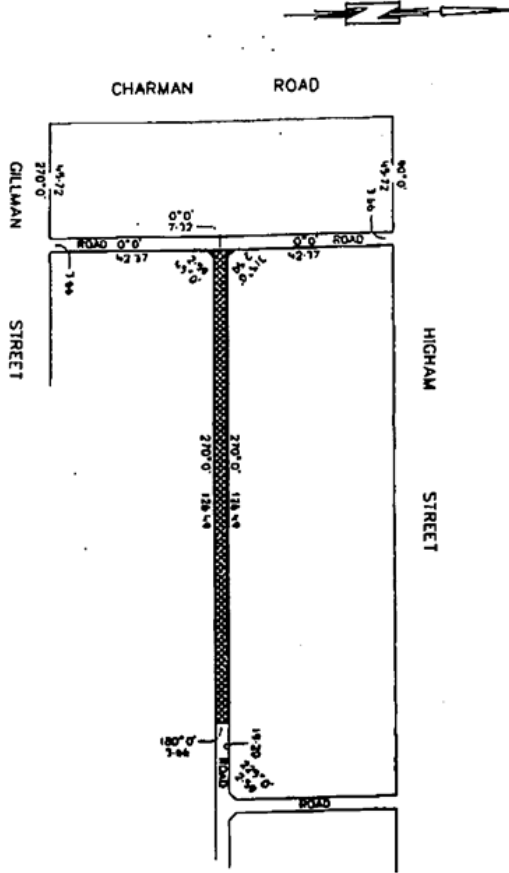
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Victoria Government Gazette

G 23 8 June 2000 1191

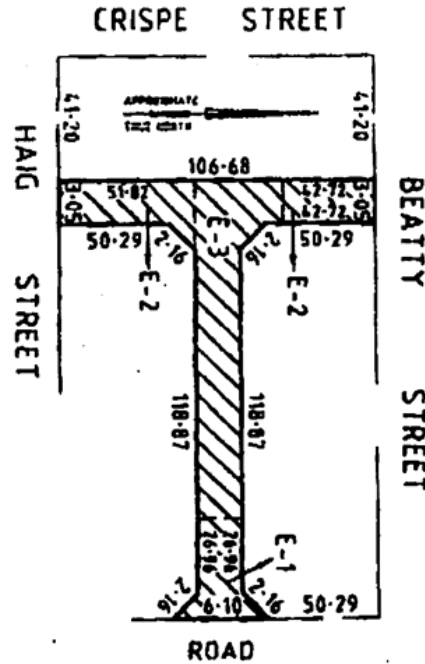
Melbourne Water Corporation (Yarra Valley Water Ltd) in respect to the land marked E-2 & E-3 on the plan, in connection with any sewers, drains or pipes under the control of those authorities in or near the road.



ROB SKINNER
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 at its Ordinary meeting held on 3 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 in the road held by the Darebin City Council in respect to the land marked E-1 & E-3 on the plan, and the



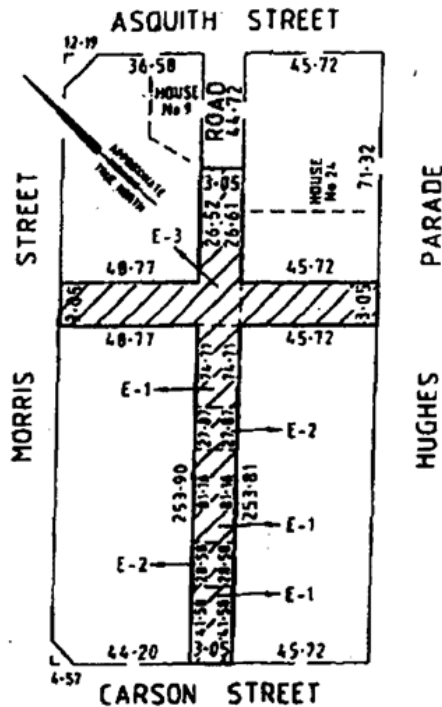
PHILIP SHANAHAN
Chief Executive Officer

DAREBIN CITY COUNCIL
Road Discontinuance

Under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989, the Darebin City Council at its Ordinary meeting held on 6 December 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 in the road held by the Darebin City Council in respect to the land marked E-1 & E-2 on the plan, and the Melbourne Water Corporation (Yarra Valley Water Ltd) in respect to the land marked E-1 & E-3 on the plan, in connection with any sewers, drains or pipes under the control of those authorities in or near the road.

1192 G 23 8 June 2000

Victoria Government Gazette



PHILIP SHANAHAN
Chief Executive Officer



Proposed Lease
728 Main Road, Eltham

Notice is hereby given that the Nillumbik Shire Council has applied for a lease pursuant to section 134 of the Land Act 1958 for a term of 21 years in respect of Crown Allotment 1, Section 4, Parish of Nillumbik, which is situated at 728 Main Road, Eltham for Municipal and Community Purposes.

CATHERINE DALE
Chief Executive Officer

**Planning and Environment Act 1987
CAMPASPE PLANNING SCHEME
Notice of Amendment
Amendment C10**

The Campaspe Shire Council has prepared Amendment C10 to the Campaspe Planning Scheme.

The Amendment seeks to alter the schedule of the Rural Zone in: 1. Replace Campaspe Irrigation District with Rochester Irrigation District; 2. Add statement to read: "That part of the Goulburn Murray Irrigation and the Rochester Irrigation District which is located within the shire or on land where a water licence for irrigation from the Campaspe, Goulburn and Murray Rivers for agricultural purposes has been issued by the appropriate water authority."

The Amendment can be inspected at Shire of Campaspe, corner Hare & Heygarth Streets, Echuca 3564; Department of Infrastructure, 57 Lansell Street, Bendigo 3550 and Department of Infrastructure, Planning and Local Government portfolio, Level 20, Nauru House, 80 Collins Street, Melbourne 3000.

Submissions about this Amendment must be sent to David Merret, Planning & Development Manager, Shire of Campaspe, P.O. Box 35, Echuca, Vic. 3564 by Friday 30 June 2000.

Dated 26 May 2000.

PHIL PEARCE
Chief Executive Officer



Yarriambiack
SHIRE COUNCIL

**Planning and Environment Act 1987
YARRIAMBIACK PLANNING SCHEME
Notice of Amendment
Amendment C1**

The land affected by the Amendment is located at: Corner of Gardiner and Thomas Streets, Warracknabeal.

The Amendment proposes to: Rezone Crown Allotments 5 & 6, Section 39 and Lots 1-4 LP 316898J from Residential to Business 4.

The person who requested the Amendment is: Garry Brunt.

You may inspect the Amendment, any documents that support the amendment and the explanatory report about the amendment at the office of the Planning Authority, Yarriambiack Shire Council Shire Offices, 34 Lyle Street, Warracknabeal 3393 or the Department of Infrastructure, Western Region Office, 1315 Sturt Street, Ballarat, Victoria 3350 or the Department of Infrastructure, Nauru House, 80 Collins Street, Melbourne 3000.

8.11 PROPOSED SALE OF LAND ADJOINING THE REAR OF 18 LIVINGSTONE STREET AND 15A NOCTON STREET, RESERVOIR**Author:** Property Officer**Reviewed By:** General Manager Governance and Engagement

PURPOSE

To complete the statutory procedures into to the proposed sale of a Council-owned parcel of land from a drainage and sewerage reserve adjoining the rear of 18 Livingstone Street and 15A Nocton Street, Reservoir, shown hatched on the site plan in **Appendix A** and orange in the aerial view in **Appendix B** (Land), and to seek approval from Council to finalise statutory procedures for the proposed sale.

EXECUTIVE SUMMARY

On 3 September 2018, Council resolved to commence the statutory procedures and give public notice of the proposed sale of the Land to adjoining property owners. The process provided the community and all abutting property owners with the opportunity to make comment on the proposal.

Public notice of the proposal was given in the *Preston Leader* and *Northcote Leader* newspapers on 9 and 10 October 2018 respectively. Notification was also given on Council's website. The notice period ended on 9 November 2018, with no submissions received.

Recommendation

That Council:

Having given public notice of the proposal under section 189 of the *Local Government Act 1989* ('the Act') to sell the land from the discontinued road adjoining 18 Livingstone Street and 15a Nocton Street Reservoir, shown hatched on **Appendix A**, contained within Certificate of Title Volume 05318 Folio 488 and shown as Lot 1 in Plan of Subdivision PS814100J **Appendix C**:

- (1) Directs that the land be sold by private treaty to the owners of 18 Livingstone Street, Reservoir, in accordance with Council policy.
 - (2) Authorises the Chief Executive Officer to sign all documents relating to the sale of the Council land from the drainage and sewerage reserve.
-

BACKGROUND / KEY INFORMATION

In 2016, Council received an enquiry from an adjoining property owner at 18 Livingstone Street, Reservoir, looking to purchase the land from the drainage and sewerage reserve at the rear of their property. Investigations revealed that in 1986, the former City of Coburg resolved to vest in itself and to sell the 1.83-metre-wide drainage and sewerage reserve to adjoining property owners. Not all of the parcels of land were sold at that time.

As a result of the change in municipal boundaries and the delisting of the registered company, the then proprietor, the Australian Securities and Investments Commission (ASIC), transferred the remaining titled land to Darebin City Council. The Land appears to have been enclosed by the adjoining property at 18 Livingstone Street, Reservoir for many years.

Investigations also revealed that while the former City of Coburg had vested the Land from the reserve in Council in 1986, they had not taken the added step to remove the reserve status. As such, a Plan of Subdivision has been prepared, creating Lots 1 and 2 on the Plan of Subdivision shown in **Appendix C**.

Negotiations commenced with the owners of 18 Livingstone Street and 15A Nocton Street with a view to sell the Land. While both properties initially expressed interest in the Land, the owners of the adjoining property at 15A Nocton Street withdrew their interest at a later date.

The owners of 18 Livingstone Street have expressed interest in acquiring Lot 1 in the Plan of Subdivision PS814100J in **Appendix C**, which is consistent with its current use/occupation.

Previous Council Resolution

At its meeting held on 3 September 2018, Council resolved:

That Council:

- (1) *Gives public notice under sections 189, 82A and 223 of the Local Government Act 1989 of the proposed sale of the land shown hatched on the site plan in **Appendix A**, and as Lot 1 in Plan of Subdivision PS814100J provided in **Appendix C**, in the appropriate newspapers and on Council's website, and in such notice state that Council proposes to sell the land to the owner of 18 Livingstone Street, Reservoir, by private treaty*
- (2) *Undertakes procedures under Part 4 of the Planning and Environment Act 1987 and section 24A of the Subdivision Act 1988 to remove reserve status and subdivide the land shown hatched on Appendix A*

COMMUNICATIONS AND ENGAGEMENT

Consultation with adjoining property owners

All of the immediate adjoining owners were consulted regarding the proposed removal of the reserve status and sale of the Land, and no objections were received.

The property owner of 18 Livingstone Street, Reservoir, has confirmed an interest in acquiring the land, shown as Lot 1 in the Plan of Subdivision PS814100J in **Appendix C**, at current market value, as well as meeting all of the reasonable costs associated with Council removing reserve status and selling the Land in accordance with current policy.

Lot 2 in the Plan of Subdivision PS814100J in **Appendix C** is currently enclosed within the adjoining property at 20 Livingstone Street. The property owner of 20 Livingstone Street had previously acquired the majority of the land at the rear of their property at the time of the initial vesting and sale; however, they have indicated that they have no interest in acquiring Lot 2 at this time. Council will retain ownership of Lot 2 for potential sale in the future.

Consultation with Service Authorities and Council Departments

Internal departments and service authorities were consulted about the proposal and no objections were received. Yarra Valley Water has a sewer in the Land and accordingly a drainage and sewerage easement will be created over the Land.

Consultation with the Community

The statutory procedures required Council to give public notice of its intention to remove the reserve status and sell the Land and invite submissions from affected parties or any person/s. Submitters were offered the opportunity to request to be heard by Council prior to a decision being made. In addition, all abutting property owners were advised of the proposal in writing and informed of their right to make a submission.

Communications

Public notice of the proposal was given in the *Preston Leader* and *Northcote Leader* newspapers on 9 and 10 October 2018 respectively. Notification was also given on Council's website. The notice period ended on 13 July 2018. No submissions were received.

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

Council's City Valuer has placed a market value of \$407 per square metre (including GST) on the Land. The sale of Lot 1, with an area of 27m², is intended to be sold to the property owner of 18 Livingstone Street, Reservoir for the amount of \$10,989 (including GST). The Land will also attract Council rates once transferred.

Costs associated with undertaking the statutory process will be recoverable from the purchasers should Council decide to sell the Land. Should Council decide not to proceed with the sale, then the costs associated with conducting the statutory process will be funded from existing budget allocations.

Legal and Risk Implications

Risks are covered under the analysis of each option.

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.

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 status quo would remain, with the adjoining property owner continuing to occupy the Land.

Council may be perceived as knowingly encouraging and enabling property owners to continue to occupy other reserves, 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.

As Council is the registered proprietor of the Land, it is protected from adverse possession, so taking no action to formalise the occupation (e.g. through sale to the occupier) would not present a risk of losing the Land.

Option 2 – Proceed with the Statutory Procedures (Recommended)

Council could resolve to proceed with the statutory procedures to potentially sell the Land. This would be consistent with the statutory procedures which have been completed, with no submissions being received.

Benefits of finalising 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

- Arrange for the land to be sold and transferred to the owners of 18 Livingstone Street, Reservoir, by private treaty in accordance with Council policy.

Communication

- Council departments
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory authorities

Timeline

It is expected that the sale and transfer of these parcels of land will be finalised within three months of Council approval for the sale.

RELATED DOCUMENTS

- *Local Government Act 1989*
- Sale of Minor Council Property Assets Policy

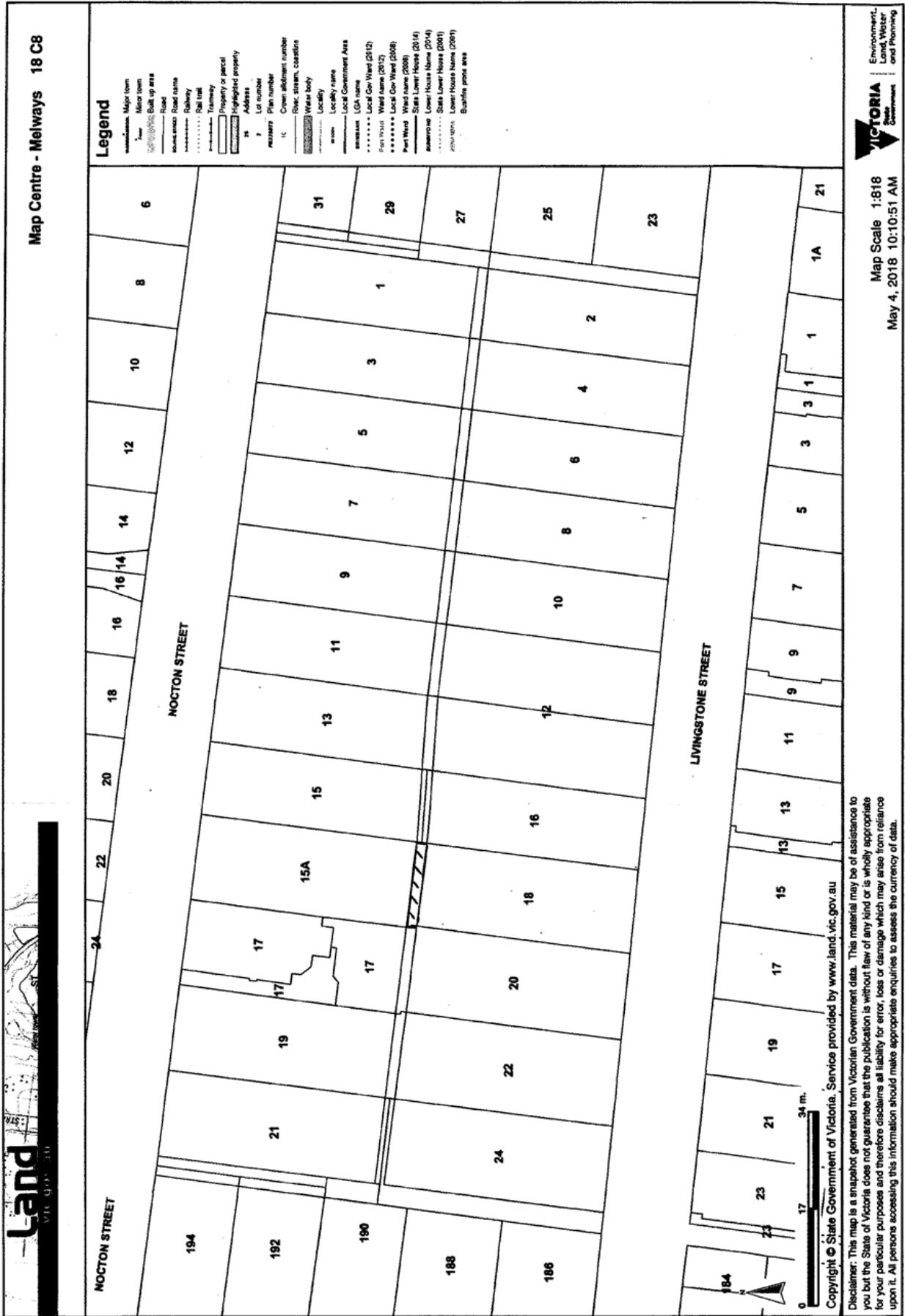
Attachments

- Site Plan (**Appendix A**) [↓](#)
- Aerial View (**Appendix B**) [↓](#)
- Plan of Subdivision (**Appendix C**) [↓](#)

DISCLOSURE OF INTEREST

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

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





PLAN UNDER SECTION 24A OF THE SUBDIVISION ACT 1988		EDITION 1	PS814100J	
LOCATION OF LAND PARISH JIKA JIKA TOWNSHIP - SECTION - CROWN ALLOTMENT - CROWN PORTION 148 (PART) TITLE REFERENCES VOL.5318 FOL.488 LAST PLAN REFERENCE DRAINAGE & SEWERAGE RESERVE ON LP8472 POSTAL ADDRESS REAR OF 18 & 20 LIVINGSTONE STREET (AT TIME OF SUBDIVISION) RESERVOIR 3073 MGA CO-ORDINATES E 322 505 ZONE 55 (APPROX. CENTROID) N 5 822 828 GDA 94		COUNCIL NAME: DAREBIN CITY COUNCIL		
VESTING OF ROADS AND/OR RESERVES				
IDENTIFIER	COUNCIL/BODY/PERSON			
NIL	NIL			
PURPOSE OF PLAN REMOVAL OF THE RESERVE STATUS FROM THAT PART OF THE DRAINAGE & SEWERAGE RESERVE ON LP8472 SHOWN AS LOTS 1 & 2 ON THIS PLAN. SUBDIVIDE INTO TWO LOTS.		NOTATIONS		
GROUNDS FOR REMOVAL AS DIRECTED IN DAREBIN CITY COUNCIL PLANNING PERMIT No.		DEPTH LIMITATION DOES NOT APPLY		
		SURVEY: THIS PLAN IS BASED ON SURVEY THIS SURVEY HAS NOT BEEN CONNECTED TO PERMANENT MARKS AND IS NOT IN A PROCLAIMED SURVEY AREA		
EASEMENT INFORMATION				
LEGEND E- ENCUMBERING EASEMENT OR CONDITION IN CROWN GRANT IN THE NATURE OF AN EASEMENT OR OTHER ENCUMBERANCE A- APPURTENANT EASEMENT R- ENCUMBERING EASEMENT (ROAD)				
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED/IN FAVOUR OF
LOTS 1 & 2 E-1	DRAINAGE & SEWERAGE SEWERAGE	SEE DIAGRAM 3m	LP8472 THIS PLAN	LOTS ON LP8472 YARRA VALLEY WATER
REF: 13840 COMPUTER FILE: 3849SH1.DWG		VERSION 02 DATE: 15/01/2018		
BARKER MONAHAN A.C.N. 085 394 845 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 501 GILBERT ROAD, PRESTON 3072 P.O. BOX 3544 REGENT WEST 3072 TELEPHONE 9478 6133 FAX 9478 5189 EMAIL: survey@barkermonahan.com.au		SCALE 1:100	LENGTHS ARE IN METRES	ORIGINAL SHEET SIZE A3
		DAVID JOHN MONAHAN, VERSION 02		

8.12 FREE EXERCISE IN THE PARK**Author:** Manager Recreation and Libraries**Reviewed By:** Manager Recreation and Libraries

PURPOSE

This report is in response to a Council resolution calling for options about increasing participation in Council's Get Active in Darebin Program.

EXECUTIVE SUMMARY

The Get Active in Darebin program seeks to address the low participation rates in physical activity in Darebin by offering a diverse range of activities for people to gain confidence in, by trying them in different settings.

The program is designed and promoted to target priority populations that are under-represented in mainstream and traditional sporting and physical activities. Last year, there were about 500-800 attendances each quarter, from about 200-250 people.

Increasing the participation of priority populations such as social and public housing estate residents in physical activities is important, and achieving this outcome is inherently challenging.

Exercise programs have previously been trialed on Darebin's public housing estates, including Walker Street. This suggested that the location of the class was *not* the key factor for attendance success. Connection with and trust in the service provider did appear to be important.

This report suggests that if the Get Active in Darebin program was to be expanded significantly, then partnership with neighbourhood houses and community organisations through a grants program would probably provide the best outcomes. This would require significant additional investment.

Alternatively, the program can continue its current efforts and increase promotion to those living in social and public housing, working with neighbourhood houses to target participation by these groups.

Recommendation

That Council seeks to increase participation by residents of social and public housing in the Get Active in Darebin Program by working with key stakeholders (neighbourhood houses, DHHS, housing organisations, and community health providers) to improve and increase targeted program communication and promotion.

BACKGROUND / KEY INFORMATION

The Free Exercise in the Park Program commenced in 2015/16 as an externally funded project with a focus on health and wellbeing activities.

Now fully funded by Darebin, the program is known as Get Active in Darebin. The focus of the program is to address the low participation rates in physical activity in Darebin by offering a diverse range of activities for people to gain confidence in, by trying them in different settings.

While the program welcomes all participants, it is designed and promoted to target priority populations that are under-represented in mainstream and traditional sporting and physical activities by removing the financial, social, cultural and geographic barriers that prevent participation.

The Get Active in Darebin program aims to be a stepping stone for participants to build regular physical activity into their lives. It does not aim to provide an ongoing free service in a set location: instead by diversifying the offer and the locations, participants have a positive experience of a variety of physical activities in a local setting. The seasonal (quarterly) rotation maximises opportunities to participate for everyone throughout the municipality. Refer to **Attachment A** for the summer 2019 program.

Participant levels in the Get Active in Darebin program fluctuate reflecting the changing program (and sometimes the weather). The 2018 calendar year saw 500 to 800 total attendances each season. There is currently no over subscription of classes that are offered, so it assumed the current delivery model is meeting the existing demand for this service. It is recognised and included in the existing program delivery that communication and promotion needs to continually improve and evolve, to encourage new participants.

There are also a number of other successful physical activity programs provided by Council, aimed at priority populations that are either free or at a low cost. These include:

- Reservoir Leisure Centre - Community Gym: a free gym membership program (participants are referred through the Reservoir Neighbourhood House)
- Northcote Aquatic and Recreation Centre - LIFT program: a low cost mental health program targeting young men
- East Preston Community Centre: free exercise classes (one held at midday and one evening class)

A critical success factor to achieving increased participation in physical activity programs by residents in social and public housing is not only the programming but most importantly the level of trust that can be built between the participant and the provider.

Previous Council Resolution

On 15 October 2018 Council resolved as follows:

“That Council receives a report in December to explore options to increase participation in the Free Exercise in the Park Program to include public and social housing estates in Darebin.”

COMMUNICATIONS AND ENGAGEMENT

Consultation

A review of the Get Active in Darebin program was undertaken in December 2017 and included a stakeholder review as well as a community survey that targeted both users (past and present) and non-users of the service.

The aim of the review was to gain a greater understanding of who has been participating in the Get Active in Darebin program over the last two years and whether it is meeting the needs of Council and the community. The review also aimed to highlight areas of improvement, barriers for participating in physical activity and how Council could work better in engaging people into physical activity.

There were 340 respondents to the community survey, 65% of respondents had heard of the program and of these:

- 90% indicated that their participation in the program had increased their levels of physical activity
- 85.6% indicated what they enjoyed about the program was the 'Free/Low-cost'
- 40% were unlikely to participate in physical activity without the program
- 51% did not participate in any other programmed physical activities outside of the Get Active in Darebin program
- 96% lived within Darebin
- 92.7% identified with 'Female' as gender

Communications

The Get Active in Darebin communications plan ensures a wide distribution of the quarterly program both in the physical format (posters and pamphlets) and digitally. The 2017 program review identified "word of mouth" as the most common way of hearing about the program (17.8% of respondents) and the Darebin Community News was the second most common way of hearing about the program (15.5% of respondents). Several improvements to the communications plan and the administration process that support the program were identified and implemented as a result of the 2017 program review.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

Goal 5 – Involving our diverse community

Environmental Sustainability Considerations

There have been no environmentally sustainable considerations identified for this program.

Equity, Inclusion and Wellbeing Considerations

Groups that are least likely to participate in physical activity are women, people of a lower socio economic status, people born overseas, people with a disability, and Indigenous Australians (VicHealth 2014). The program's development and promotion has been designed to target participation from these groups.

The Darebin Household Survey 2014, found that 25.6% of Darebin residents exercise daily, this compares unfavourably to VicHealth (2014) who report that the number of Australian adults who exercised daily to obtain health benefits is about 37%. The survey also showed that males were more likely to exercise than females.

Cultural Considerations

As noted above, the program's development and promotion has been designed to target participation from groups which may experience social and cultural barriers to participating in mainstream physical activities.

Economic Development Considerations

While there have been no economic development considerations identified in this program, wherever possible, local providers have been used to deliver the services.

Financial and Resource Implications

In 2018/19 the program is delivered through the allocation of a part time staff member plus \$46,600 in expenses to cover the engagement of all contractors (instructors), facility hire, advertising and promotions. The part time staff member works approximately 70% of their time on this program: therefore total costs to deliver the program are as follows:

Get Active in Darebin Costs (18/19)	
Labour and on costs (70% of position function)	\$46,400
Expenses including instructors	\$46,600
Total	\$93,000

Extending the program would require further funding to cover both staffing and program expenses.

Based on the current figures of 500 – 800 attendances per quarter, the cost per attendance at the current program is therefore averaging from \$29 to \$46.50 per attendance.

Option three would require \$60,000 additional funding.

Legal and Risk Implications

Risk implications are managed through the engagement of suitably qualified instructors and through the use of Council owned and operated sites.

Organisations such as Neighbourhood Houses and Community Health groups are critical stakeholders and enablers to deliver an evolved and expanded Get Active in Darebin program, however as stakeholders they have not yet been engaged in discussion of options. Their support for program success would be critical and would need to align with their priorities and capacity.

DISCUSSION

The Get Active in Darebin program is now in its fourth year at Darebin and is currently achieving seasonal participation rates of between 500 to 800 attendances from around 200 to 250 individuals each quarter.

Increasing the participation of priority populations such as social and public housing estate residents in physical activities is aligned to Council's strategic objectives as outlined in the Council Plan. Achieving this outcome is inherently challenging and should be approached in a number of different ways as hard to reach sections of the community often require a number of flexible and creative ways to enable participation.

Exercise programs have previously been trialled on Darebin's public housing estates, including Walker Street. The observation and learning from this experience was that the location of the class was not the key factor for attendance success. Instead, residents having a connection to and a sense of trust in the provider was critical for them to be able to engage in the program.

Neighbourhood Houses, who work closely with communities facing challenging circumstances - in particular public housing service users, are well placed to leverage on existing trust relationships to engage participants in programs such as these. It also provides an opportunity to link participants into other services and programs at the House.

Using the Get Active in Darebin model but delivered in and with Neighbourhood Houses is a strategy that should be explored for its effectiveness in reaching social and public housing tenants.

OPTIONS FOR CONSIDERATION

Option 1: Increase Targeted Communication and Promotion Efforts

Continue to deliver the Get Active in Darebin program within the current budget and resourcing parameters and work with key stakeholders (Neighbourhood Houses, DHHS, housing organisations, and Community Health providers) to enhance and increase the program communication and promotion to priority populations including residents of public and social housing.

Option 1 is the recommended option.

Option 2: Expand the Current Model of Provision

Increase the staffing and program expenditure to deliver additional programs under the Darebin get Active banner onsite or nearby areas with public housing.

This is not recommended as it is anticipated that while it would result in some increased uptake, it would not necessarily be of the target population as it does not maximise existing trust relationships that have been identified as critical for success. This option would essentially be doing more of the same. Should Council wish to pursue this option, then additional investment would be required.

Option 3: Evolution and Expansion: Get Active in Darebin Grants (recommended)

Evolve the Get Active in Darebin program with further investment but with new delivery partners who have existing trust relationships with the priority population.

Council could expand the Grants Program in 2019/20 to create a focused grant which will provide funding to community organisations (such as Your Community Health, Neighbourhood Houses and others working with public and social housing residents) to deliver programs that seek to increase physical activity for residents in public and social housing.

This grant program would support organisations with existing links and relationships with these communities to trial a variety of programs, and provide a link into other complementary programs and services.

This potential new grant program has not been included in the recommended outcomes of the Grants Review (see separate report). Should Council decide on this option and decide to allocate the funds required, then officers suggest a \$60,000 grant pool would be appropriate.

This option would draw on the existing relationships these key stakeholders have with public housing areas, therefore increasing the likelihood of increased and sustained participation. It would also have the additional and complementary outcome of linking participants in with the range of other services offered by the community organisation.

The key reason this option has not been recommended in this report is that it is a significant increase in budget of \$60,000, and the Grants Review had already identified different priorities for additional investment. Council can of course choose to prioritise this option.

IMPLEMENTATION STRATEGY**Details**

If the recommendation is adopted, Council would continue and increase its targeted promotions of the existing Get Active in Darebin program to social and public housing residents. This would commence for promotions for the next quarterly program.

Communication

The communication plan would be reviewed depending on Council's decision on this matter.

Timeline

If the recommended option is chosen, then this would be actioned for the next quarterly program.

If Option 2 or Option 3 is chosen, this would require a budget allocation in the 2019/20 financial year and would commence in 2019/20.

RELATED DOCUMENTS

Nil.

Attachments

- Get Active In Darebin Summer 2019 Program (**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.



CHECK OUT ALL THE ACTIVITIES AT
DAREBIN.VIC.GOV.AU/GETACTIVE

 FIND US ON FACEBOOK
[DAREBIN.LEISURE](https://www.facebook.com/DAREBIN.LEISURE)



Get Active in Darebin is a FREE community based exercise program aimed at increasing the physical activity levels of Darebin residents, as well as engaging under-represented groups into physical activity.

Activities are rotated around different venues throughout the year. The rotation of activities and locations allows us to extend these opportunities to our wider community, opening up opportunities to engage new participants to the program. All activities are free of charge (unless stated), cater for people of all ages, abilities and fitness levels and are facilitated by qualified instructors. The program includes 'family friendly' classes, with these classes specifically designed for parents and children to enjoy exercise together.

No bookings required and no sessions on public holidays. A text only format of the activity listing is available upon request as well as translations in a number of languages. For general enquiries about the program email leisure@darebin.vic.gov.au or call 8470 8305.

WHAT TO BRING...

To each activity you should bring your own water bottle to keep hydrated; to some activities you may need to bring a towel or a mat. Toilets are available onsite for all activities, unless stated otherwise.

BUNDOORA

FAMILY FRIENDLY ZUMBA

Darebin Northeast Community Hub
Copernicus Crescent, Bundoora
Meet: on the grassed area behind the hub

Friday 9.30 – 10.30am
Starts 8 February / Runs 8 weeks

NORTHCOTE

QI GONG

Batman Park
Corner Arthurton Road & St Georges Road, Northcote

Monday 9.30 – 10.30am
Starts 4 February / Runs 7 weeks
No session on 11 March

TAI CHI

Oldis Gardens
East Street, Northcote

Tuesday 9.30 – 10.30am
Starts 5 February / Runs 8 weeks

TOTALLY TRAD

All Nations Park
Separation Street, Northcote
Meet: On the grassed area near the playground

Thursday 9.30 – 10.30am
Starts 7 February / Runs 8 weeks



PRESTON

MINDFUL MOVEMENT

Take part in a class that includes elements of Tai Chi and Pilates, strengthening your mind and your body.

W.R. Ruthven V.C. Reserve
Corner Albert Street and Malpas Streets, Preston

Wednesday 9.30 – 10.30am
Starts 6 February / Runs 8 weeks

PILATES

HP Zwar Park
Jessie Street, Preston
Meet: near Margaret Walker Playground

Friday 9.30 – 10.30am
Starts 8 February / Runs 8 weeks

RESERVOIR

FAMILY FRIENDLY YOGA

IW Dole Reserve
Dole Avenue, Reservoir
Meet: behind Keon Park Childrens Hub

Monday 9.30 – 10.30am
Starts 4 February / Runs 7 weeks
No session on 11 March

YOGA

Edwardes Lake Park
Corner Edwardes Street and Griffiths Street, Reservoir
Meet: near Rotunda

Wednesday 9.30 – 10.30am
Starts 6 February / Runs 8 weeks

THORNBURY

GROUP FITNESS

Penders Park
Pender Street, Thornbury

Thursday 9.30 – 10.30am
Starts 7 February / Runs 8 weeks

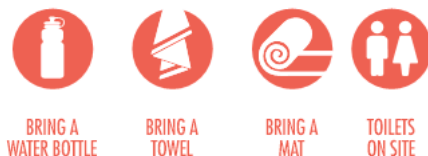


WALKING FOOTBALL

Darebin Community Sports Stadium
857 Plenty Road, Reservoir

Thursday 10am – 12pm

Walking Football (soccer) is a light, social and fun way to be physically active in a friendly, supportive environment, designed for participants aged 50 and over. Football skills are not required and beginners are encouraged to take part. No need to register, you can just turn up on the day. Contact info@u3adarebin.com.au for session dates.





SUMMER

MONDAY 4 FEBRUARY UNTIL FRIDAY 29 MARCH 2018

ACTIVITY	LOCATION	SUBURB	STARTS	FINISHES	TIME
MONDAY					
FAMILY FRIENDLY YOGA	IW DOLE RESERVE	RESERVOIR	4 FEBRUARY	25 MARCH	9.30AM
QI GONG	BATMAN PARK	NORTHCOTE	4 FEBRUARY	25 MARCH	9.30AM
TUESDAY					
TAI CHI	OLDIS GARDENS	NORTHCOTE	5 FEBRUARY	26 MARCH	9.30AM
WEDNESDAY					
MINDFUL MOVEMENT	WR RUTHVEN VC RESERVE	PRESTON	6 FEBRUARY	27 MARCH	9.30AM
YOGA	EDWARDES LAKE PARK	RESERVOIR	6 FEBRUARY	27 MARCH	9.30AM
THURSDAY					
GROUP FITNESS	PENDERS PARK	THORNBURY	7 FEBRUARY	28 MARCH	9.30AM
WALKING FOOTBALL	DAREBIN COMMUNITY SPORTS STADIUM	RESERVOIR	7 FEBRUARY	28 MARCH	10AM
TOTALLY TRAD	ALL NATIONS PARK	NORTHCOTE	7 FEBRUARY	28 MARCH	9.30AM
FRIDAY					
FAMILY FRIENDLY ZUMBA	DAREBIN NORTH EAST COMMUNITY HUB - OUTDOORS	BUNDOORA	8 FEBRUARY	29 MARCH	9.30AM
PILATES	HP ZWAR RESERVE	PRESTON	8 FEBRUARY	29 MARCH	9.30AM

DAREBIN.VIC.GOV.AU/GETACTIVE

CITY OF DAREBIN

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 العربية Italiano
 繁體中文 Македонски
 Ελληνικά Soomalii
 हिंदी Tiếng Việt

8.13 CONTRACT NO. CT20188 FOR INTERNAL AUDIT SERVICES**Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

PURPOSE

The purpose of this report is to seek Council's approval to award Contract No. 20188 for the Provision of Internal Audit Services.

EXECUTIVE SUMMARY

The appointment of a suitably qualified independent internal auditor assists Council in its management of risk and compliance obligations, the maintenance and effective operation of internal controls and the efficient operation of its activities and operations.

The scope of the services covers:

- Development of an annual internal audit plan
- Delivery of audits in the agreed annual plan
- Attendance at audit committee meetings
- Provision of advice to council and management.

The proposed contract arrangement is for a period of three years, with options for two one-year extensions.

Recommendation

That Council:

- (1) Awards Contract No. CT20188 for the Provision of Internal Audit Services to _____ for a period of three years, with options for two one-year extensions, for a total contract sum of _____ (GST inclusive).
 - (2) Approves a contingency amount of _____ (inclusive of GST), being 10% of the contract amount, to be used if required for additional advice requested to be delivered under the contract.
 - (3) Authorises the Chief Executive Officer to finalise and execute the contract documentation on behalf of Council.
-

BACKGROUND / KEY INFORMATION

An effective internal audit program is an essential aspect of Council's assurance process. Internal audit provides assurance to the Audit Committee and management that key legislative and compliance requirements are being met. It also provides an opportunity to identify ways in which the efficiency and effectiveness of Council's internal processes can be improved. Good governance practice underpins the successful achievement of all goals in the 2017–21 Council Plan.

Following a competitive tender process in 2015, Council awarded a contract to Crowe Horwath for the provision of internal audit services. In 2018, a decision was made with the support of the Audit Committee to tender the service.

Previous Council Resolution

This matter was previously the subject of a confidential resolution, which is outlined in Confidential **Appendix A**.

COMMUNICATIONS AND ENGAGEMENT

Consultation

The Audit Committee has been engaged in discussions about the procurement of internal audit services and a member of the Audit Committee attended the evaluation panel meeting as an observer.

Communications

N/A

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

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

The funding for the proposed contract is included in annual operating budgets and the management of the contract is undertaken within existing resources.

Legal and Risk Implications

Probity oversight for the tender process was provided by the Procurement team. A member of the Audit Committee who has significant experience in probity matters also attended the evaluation panel meeting as an observer.

The nature of the engagement is to assist Council in managing its overall risk profile and improve audit performance. A risk assessment has been undertaken to identify and mitigate the risks associated with the contract services.

DISCUSSION

Request for Tender

The Request for Tender was advertised on 27 October 2018 and closed on 23 November 2018. Details of the submissions are provided in Confidential **Appendix A**.

Tender Evaluation

Submissions were assessed against the following evaluation criteria, as advertised in the Request for Tender:

Criteria	Weighting
Price	25%
Experience in providing internal audit services (including compliance, strategic and operational audits) to similar organisations	15%
Understanding of the local government environment and associated risks	15%
Capability of the proposed audit team (skills and experience)	15%
Capacity to draw on relevant experts to undertake additional services as required	10%
Client service, innovation and value-add	10%
Occupational health and safety, including systems	Pass/Fail
Local business content	10%

The members of the panel, evaluation details, pricing and scoring for the evaluation is provided in Confidential **Appendix A**. The Tender Evaluation Matrix, showing the scores of all submissions and signed by all members of the evaluation panel, is included at Confidential **Appendix B**.

OPTIONS FOR CONSIDERATION

Options are outlined in Confidential **Appendix A**.

IMPLEMENTATION STRATEGY

Details

Following Council's decision and the finalisation of the contract, the internal audit provider will be inducted and work will commence on the development of the new internal audit plan.

Communication

Subject to a Council resolution to appoint an internal audit services provider, the internal audit team will be introduced to the Audit Committee at its meeting of 25 March 2019 followed by an extensive induction process including forums with EMT, the management team and sessions with other key internal stakeholders.

Timeline

Contract finalisation will commence in the week following Council's resolution and it is anticipated that the appointment would be made by mid-March.

RELATED DOCUMENTS

None

Attachments

- Tender Evaluation Report (**Appendix A**) Confidential - enclosed under separate cover
- Tender Evaluation Matrix (**Appendix B**) 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

Nil

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:

- Council Briefing Session – 29 January 2019
- Climate Emergency Darebin Advisory Committee – 31 January 2019
- Darebin Interfaith Council Advisory Committee – 8 February 2019
- Council Briefing Session – 11 February 2018

Recommendation

That the record of the Assembly of Councillors held on 29 & 31 January and 8 & 11 February 2019 and attached as **Appendix A** to this report, be noted and incorporated in the minutes of this meeting.

Related Documents

- *Local Government Act 1989*

Attachments

- Assemblies of Councillors - 25 February 2019 (**Appendix A**) [↓](#)



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Council Briefing Session
	Date:	Tuesday 29 January 2019
	Location:	Council Chamber
PRESENT:	Councillors:	Cr. S. Rennie, (Mayor), Cr. S. Newton (Deputy Mayor), Cr. L. Messina, Cr. S. Amir, Cr. T. McCarthy, Cr. J. Williams, Cr. G. Greco, Cr. K. Le Cerf
	Council Staff:	S. Wilkinson, I. Bishop, C. Henderson, R. Ollivier, D. Martin (Acting GM) Darren Rudd, Sunny Haynes, Sophie Jordan, Paul Miziewicz, Dara Quinlan
	Other:	
APOLOGIES:		Cr. T. Laurence (LOA), V. Albicini

The Assembly commenced at 5:35 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	NOMs	No disclosures were made Cr. Greco arrived at 5.40pm

Assembly of Councillors

29 January 2019

ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
2	Level Crossing Removals update	No disclosures were made Mayor Rennie left at 6.54pm
3	General Business OCM agenda for next meeting Briefing and Budget actions timetable Open Space Strategy including food safety Sporting Club arrangements Council security Order of Australia recipients	No disclosures were made

The Assembly concluded at 7.29pm

RECORD COMPLETED BY:	Officer Name:	I Bishop
	Officer Title:	GM Governance and Engagement

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 31 January 2019
	Location:	Conference Room, 350 High Street, Preston
PRESENT:	Councillors:	Cr. Trent McCarthy (Chair), Cr. Kim Le Cerf (Chair), Cr. Susan Rennie
	Council Staff:	Sally Moxham, Gavin Mountjoy, Tiffany Harrison
	Other:	Climate Emergency Darebin Committee members
APOLOGIES:		Sue Wilkinson, Rachel Ollivier

The Assembly commenced at 7:05 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

31 January 2019

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
7	Approval of project plans	No disclosures were made
8	Strategic planning and review of CED	No disclosures were made
9	Solar Garden Feasibility Study Contract	No disclosures were made
10	SLF stall	No disclosures were made
11	Engagement Dinner	No disclosures were made
12	DCAN film panel	No disclosures were made
13	Other business	No disclosures were made
14	Next Meeting	No disclosures were made

The Assembly concluded at 9:17 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.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Darebin Interfaith Council Advisory Committee meeting
	Date:	Thursday 8 February 2019
	Location:	Darebin Intercultural Centre
PRESENT:	Councillors:	Cr Gaetano Greco
	Council Staff:	Mandy Bathgate Aziz Cooper
	Other:	Members of the Darebin Interfaith Council Committee
APOLOGIES:		Cr. Lina Messina

The Assembly commenced at 5.30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Welcome, Introductions and Apologies	No disclosures were made
2	Matters arising from previous minutes	No disclosures were made
3	Future meetings - Committee ideas and suggestions (e.g. guests speakers, focus area)	No disclosures were made
4	General sharing – News of interest to the local interfaith community	No disclosures were made
5	Officer update on projects and activities <ul style="list-style-type: none"> Preston Mosque MOU and Action Plan Committee representative Welcoming Cities Reference Group 	No disclosures were made

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
6	Up and coming events and key dates including: <ul style="list-style-type: none"> • Interfaith Harmony Week - Darebin Intercultural Centre Interfaith Meditation Series • National Apology Event 13 February • VCC-ICV Iftar Dinner - May • EPIC-VicPol Muslim Association-DIFC annual Iftar Dinner - May • Darebin Interfaith Tour • Climate Emergency conference follow-up interfaith event - "Radical Action at the Heart of Faith: work within Faith Communities to fight climate apathy" • Palm Sunday Walk 	No disclosures were made
7	Other business <ul style="list-style-type: none"> • Commission for Children and Young People: Guide to Faith Communities on the Reportable Conduct Scheme 	No disclosures were made
8	Next Meeting Date & Times	No disclosures were made

Cr. Gaetano Greco left the meeting at 7.30pm.

The Assembly concluded at 7.30pm

RECORD COMPLETED BY:	Officer Name:	Aziz Cooper
	Officer Title:	Interfaith Development 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.



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillor Briefing Session
	Date:	Monday 11 February 2018
	Location:	Council Chambers, Darebin Civic Centre
PRESENT:	Councillors:	Cr. Susan Rennie (Mayor), Cr. Susanne Newton (Deputy Mayor), Cr. Trent McCarthy, Cr. Steph Amir, Cr. Gaetano Greco, Cr. Tim Laurence, Cr. Kim Le Cerf, Cr. Julie Williams, Cr. Lina Messina
	Council Staff:	Sue Wilkinson, Vito Albicini, Rachel Ollivier, Cathy Henderson Allan Cochrane, Darren Rudd, Rod Burke, Melinda Viksne, Deb Strutt
	Other:	Nil
APOLOGIES:		Ingrid Bishop

The Assembly commenced at 5.38pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	2019–20 Budget Preparation	No disclosures were made Cr. Greco arrived at 5.40pm Cr. Williams arrived at 5.43pm Cr. Messina arrived at 5.59pm Cr. Amir left the room briefly at 8.08pm
2	2018–19 Mid-Year Budget Review	No disclosures were made

The Assembly concluded at 8.53pm

RECORD COMPLETED BY:	Officer Name:	Melinda Viksne
	Officer Title:	Manager Governance and Performance

13. REPORTS BY MAYOR AND COUNCILLORS

Recommendation

That Council note the Reports by Mayor and Councillors.

14. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

15. CLOSE OF MEETING

