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## AGENDA

Ordinary Council Meeting to be held  
at Darebin Civic Centre,  
350 High Street Preston  
on Monday, 2 December 2019 at  
6.00pm.

Public question time will  
commence shortly after 6.00pm.





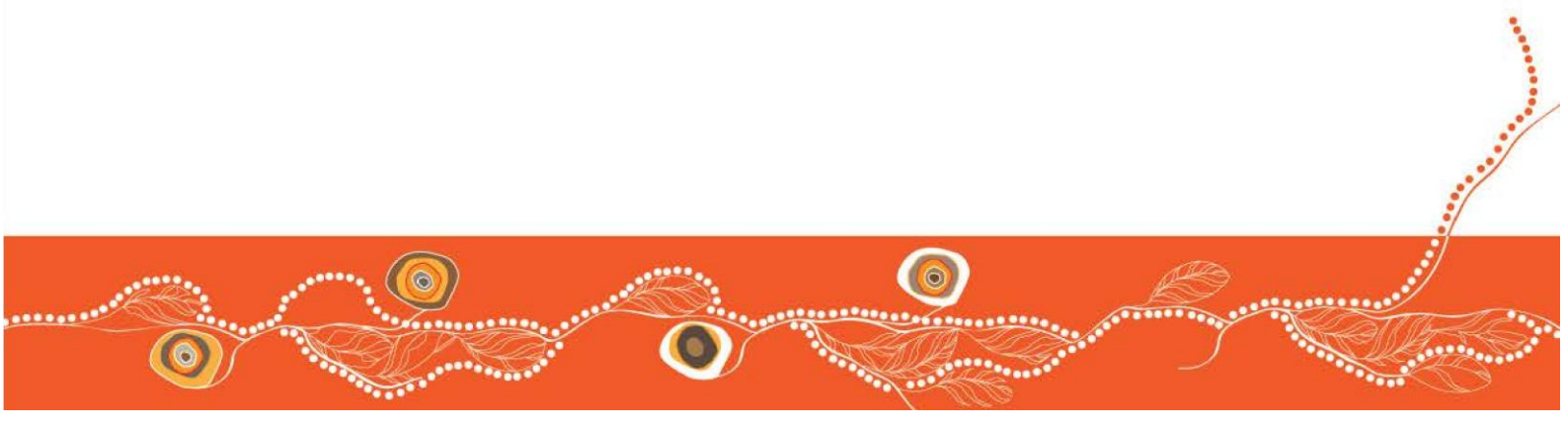
## **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS AND ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES IN DAREBIN**

Darebin City Council acknowledges the Wurundjeri Woi-Wurrung people as the Traditional Owners and custodians of the land we now call Darebin and pays respect to their Elders, past, present and emerging.

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

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

### Arabic

هذا هو جدول اعمال اجتماع المجلس. للحصول على المساعدة في أي من بنود جدول الاعمال، يرجى الاتصال بالهاتف 8888 8470.

### Chinese

这是市议会会议议程。如需协助了解任何议项，请致电8470 8888。

### Greek

Αυτή είναι η Ημερήσια Διάταξη για τη συνεδρίαση του Δημοτικού Συμβουλίου. Για βοήθεια με οποιαδήποτε θέματα της ημερήσιας διάταξης, παρακαλείστε να καλέσετε το 8470 8888.

### Hindi

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

### Italian

Questo è l'ordine del giorno della riunione del Comune. Per assistenza con qualsiasi punto all'ordine del giorno, si prega di chiamare il numero 8470 8888.

### Macedonian

Ова е Дневниот ред за состанокот на Општинскиот одбор. За помош во врска со која и да било точка од дневниот ред, ве молиме телефонирајте на 8470 8888.

### Nepali

यो परिषद्को बैठकको एजेन्डा हो। एजेन्डाका कुनै पनि वस्तुसम्बन्धी सहायताका लागि कृपया 8470 8888 मा कल गर्नुहोस्।

### Punjabi

ਇਹ ਕੌਂਸਲ ਦੀ ਮੀਟਿੰਗ ਵਾਸਤੇ ਏਜੰਡਾ ਹੈ। ਏਜੰਡੇ ਦੀਆਂ ਕਿਸੇ ਵੀ ਆਈਟਮਾਂ ਸੰਬੰਧੀ ਸਹਾਇਤਾ ਵਾਸਤੇ, ਕਿਰਪਾ ਕਰਕੇ 8470 8888 ਨੂੰ ਟੈਲੀਫੋਨ ਕਰੋ।

### Somali

Kani waa Ajandaha Kulanka Golaha. Caawimada mid kasta oo ka mid ah qodobada laga wada hadlay, fadlan la xiriir 8470 8888.

### Spanish

Este es el Orden del día de la Reunión del Concejo. Para recibir ayuda acerca de algún tema del orden del día, llame al teléfono 8470 8888.

### Urdu

یہ کاؤنسل کی میٹنگ کا ایجنڈا ہے۔ ایجنڈے کے کسی بھی حصے کے بارے میں مدد کے لیے براہ مہربانی 8470 8888 پر فون کریں۔

### Vietnamese

Đây là Chương trình Nghị sự phiên họp Hội đồng Thành phố. Muốn có người trợ giúp mình về bất kỳ mục nào trong chương trình nghị sự, xin quý vị gọi điện thoại số 8470 8888.

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# Agenda

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## 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

<b>Recommendation</b>
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**That** the Minutes of the Ordinary Meeting of Council held on 6 November 2019 and the Special Meeting of Council 25 November 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](http://darebin.vic.gov.au/questionsandsubmissions) by 3pm on the day of the meeting; or
- (b) by email to [Q&S@darebin.vic.gov.au](mailto:Q&S@darebin.vic.gov.au); by 3pm on the day of the meeting; or
- (c) in person at the Preston Customer Service Centre, 274 Gower Street, Preston; or
- (d) by mail to PO Box 91, Preston 3072; or
- (e) with a Council officer prior to a Council meeting.

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

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



**6. PETITIONS**

**7. URGENT BUSINESS**

## 8. CONSIDERATION OF REPORTS

### 8.1 PERFORMANCE OF THE 2018–19 CAPITAL WORKS PROGRAM

**Author:** Senior Coordinator EPMO

**Reviewed By:** Chief Executive Officer

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#### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information regarding the performance of the 2018–19 capital works program and to seek the endorsement of the transfer of \$7,806,770 to the Major Capital Works Reserve.

<b>Recommendation</b>
-----------------------

**That Council:**

- (1) Notes the Council report outlining the outcomes from the 2018–19 capital works program including a summary of project variances.
  - (2) Endorses the transfer of \$7,806,770 in identified capital works variance from 2018–19 to the Major Capital Works Reserve, noting that these reserve funds are to only be used for the construction of intergenerational infrastructure assets where the cost of the asset is in excess of \$10 million.
- 

#### BACKGROUND / KEY INFORMATION

At its meeting of 23 September 2019, Council considered the 2018–19 Council Plan Action Plan Quarter 4 Report. This report included a recommendation that Council transfer end-of-year capital savings to the Major Capital Works Reserve.

Council requested further information about the variations to inform its consideration of the transfer of funds to the reserve.

#### Previous Council Resolution

At its meeting held on 23 September 2019, Council resolved:

*“That Council:*

- 1) *Notes the 2018–19 Quarter 4 Report (Appendix A as amended).*
- 2) *Receive a detailed briefing and a Council report regarding the capital works savings from 2018-19 regarding the specific reasons for the underspend before endorsing the transfer of \$7,806,770 to the Major Capital Works reserve.”*

At its meeting held on 19 March 2018, Council resolved:

*“That Council:*

- (1) Receives the contents of the “Financial report six months ended 31 December 2017” included as Appendix A to this report and notes the year to date financial results against budget.*
- (2) Adopts the recommended capital works budget adjustments as detailed in the “Mid-year Capital Works Projects requiring budget adjustment” included as Appendix 2 to this report.*
- (3) Endorses the establishment of the Major Capital Works Reserve noting that:*
  - a. Except by Council resolution, funds in this reserve are to only be used for the construction of intergenerational infrastructure assets where the cost of the asset is in excess of \$10 million; and*
  - b. Funds in this reserve can only be utilised through the resolution of Council.*
- (4) Endorses the transfer of the \$1.77 million in identified capital works savings to the Major Capital Works Reserve.”*

## **COMMUNICATIONS AND ENGAGEMENT**

### **Consultation**

Consultation was undertaken with relevant internal stakeholders, including project managers and sponsors.

### **Communications**

N/A

## **ANALYSIS**

### **Alignment to Council Plan / Council policy**

Goal 6 - A well governed Council

### **Environmental Sustainability Considerations**

Nil

#### **Climate Emergency**

Nil

### **Equity, Inclusion and Wellbeing Considerations**

Nil

### **Cultural Considerations**

Nil

## Economic Development Considerations

Nil

## Financial and Resource Implications

Subject to Council endorsement, \$7,806,770 in identified capital works variations will be transferred to the Major Capital Works Reserve.

## Legal and Risk Implications

Nil

## DISCUSSION

### Transfer of funds to the Major Capital Works Reserve

The establishment of a Major Capital Works Reserve was endorsed by Council on 19 March 2018 as part of the Mid-Year Budget Review for 2017–18. Funds in this reserve are to only be used for the construction of intergenerational infrastructure assets where the cost of the asset is in excess of \$10 million. Funds in this reserve can only be utilised through a resolution of Council.

This report seeks endorsement for the transfer of \$7,806,770 in identified funds from 2018–19 to the Major Capital Works Reserve.

### Summary of project variances

The 2018–19 capital works program comprised 134 projects. Variations against project budgets during the year resulted in a net variation of \$7,806,768 (rounded to \$7,806,770).

The breakdown of the net variation is as follows:

Variation Breakdown	
Underspends	\$8,424,345
Less overspends	\$617,577
<b>Total net variation</b>	<b>\$7,806,768</b>

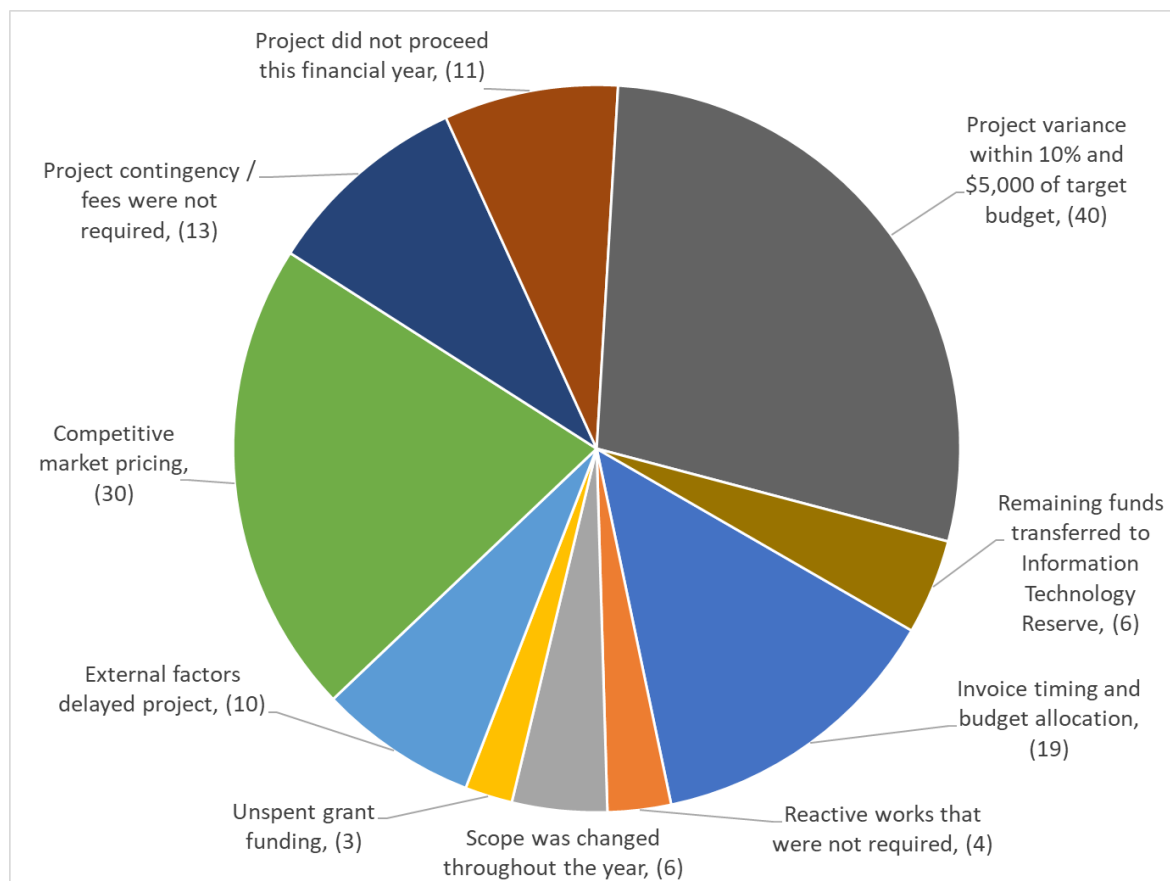
In addition to the overall variance of \$7,806,770, \$1,422,432 was transferred to the Information Technology Reserve. The establishment of this fund was endorsed by Council on 25 February 2019, when Council resolved to transfer any unexpended budget allocated to ongoing information technology transformation at the end of the financial year to this reserve.

Where the budget variation is greater than 10% or greater than \$5,000, projects have been categorised according to the primary reason for the budget variance.

### In summary:

- 10 projects (7%) were delayed due to external factors, resulting in a \$3,844,599 underspend
  - Planned construction works on the Multi Sports Stadium were delayed when asbestos was discovered, which required an immediate remedial solution. As a result of this, the project was underspent by \$3,022,959, which accounts for 79% of the underspend in this category and 39% of the total net variation

- 30 projects (21%) realised a saving through competitive processes that attracted lower-than-expected tender and contract prices. This returned a total of \$1,191,602 in funds to Council
- 11 projects (8%) totalling \$458,016 did not proceed and these were noted in the quarterly progress reports that were presented to Council
- Invoice timing and budget allocation issues resulted in variances for 19 projects (13%), totalling \$658,961
- 13 projects (9%) were completed within budget without the need to spend the project contingency or project management fees, resulting in \$348,602 of savings
- Three projects (2%) returned funds due to unspent grant funding. The combined total variance in this category was \$734,861
- Four projects (3%) were for reactive works that were not required, resulting in savings of \$119,128
- Six projects (4%) had a change of scope, resulting in a total net underspend of \$454,561. Scope changes included:
  - additional works required to address urgent public safety risks at Leamington Skate Park, which resulted in an overspend
  - the removal of project components or the addition of new requirements resulting in project delays, which led to individual project underspends
- 22 projects (15%) were over budget, totalling \$617,576 in overspends
  - The largest overspend was \$213,296 for the Streets for People project, which was offset by external funding
  - The Footpath Renewal Program was overspent by \$103,668, which represents 4% of its overall budget of \$2,596,000. The Footpath Walkability Improvements budget was also overspent, by \$57,308 (18%). These overspends were due to more frequent inspections of the footpath network during the year and the resulting rectification of defects
  - 19 projects comprise the remaining \$243,305
- 40 projects (28%) had a budget variation of less than 10% and \$5,000



**OPTIONS FOR CONSIDERATION**

**Option 1 – Note the report and endorse the transfer of \$7,806,770 in identified capital works variances from 2018–19 to the Major Capital Works Reserve (Recommended)**

Funds in this reserve are to be used for the construction of intergenerational infrastructure assets where the cost of the asset is in excess of \$10 million. Funds in this reserve can only be utilised through a resolution of Council.

Council has an ambitious forward capital works program and this funding will be used to support the delivery of agreed major projects.

**Option 2 – Note the report and not endorse the transfer of \$7,806,770 in identified capital works variances from 2018–19 to the Major Capital Works Reserve (Not recommended)**

If these funds are not transferred to the Major Capital Works Reserve, they would remain as unallocated funds. Without sufficient funds in this reserve, which was specifically established to support major capital works, Council may be required to borrow to fund Council’s long-term capital works program.

**Option 3 – Note the report and allocate the \$7,806,770 in identified capital works variances to other activities (Not recommended)**

Council’s major capital works projects are an identified priority and will deliver long-term benefits to the Darebin community. Allocating funding to support the successful delivery of these projects is critical and the Major Capital Works Reserve was established for this purpose.

**IMPLEMENTATION STRATEGY**

Subject to Council's endorsement, the \$7,806,770 in identified capital works funds from 2018–19 will be transferred to the Major Capital Works Reserve.

**RELATED DOCUMENTS**

- Council Plan Action Plan Quarter 4 Progress Report

**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.

## 8.2 APPOINTMENT OF COUNCIL REPRESENTATIVES TO EXTERNAL ORGANISATIONS AND ENTITIES

**Author:** Coordinator Governance, Council Business & Civic Services

**Reviewed By:** General Manager Governance and Engagement

### EXECUTIVE SUMMARY

It is proposed that Council representatives be appointed to the following organisations and entities:

- Municipal Association of Victoria
- Metropolitan Local Government Waste Forum
- Inner Northern Group Training Ltd (IntoWork) Board
- Inner Northern Local Learning and Employment Network Inc.
- Friends of Baucau Inc.
- Metropolitan Transport Forum
- Northern Alliance for Greenhouse Action
- Global Covenant of Mayors for Climate and Energy
- Northern Councils Alliance
- Melbourne Innovation Centre
- Darebin Ethnic Communities Council
- Darebin Creek Management Committee Inc.
- Merri Creek Management Committee Inc.

Councillors discussed potential appointments for the upcoming year at the briefing session on 18 November 2019. Their 'in principle' nominations are reflected in the recommendation.

### Recommendation

**That** Council appoints representatives to the organisations and entities listed in the tables below for a period of 12 months, or until such time as Council makes a further resolution on the matter:

Organisations and entities	Nominees required	Appointments 2018–19	Appointments 2019–20
Municipal Association of Victoria	One Councillor and one proxy	Cr. McCarthy Cr. Rennie (Proxy)	Cr. McCarthy Cr. Rennie (Proxy)
Metropolitan Local Government Waste Forum	One Councillor	Cr. Messina	Cr. Messina
Inner Northern Group	One Council Officer	Manager	Manager



<b>Organisations and entities</b>	<b>Nominees required</b>	<b>Appointments 2018–19</b>	<b>Appointments 2019–20</b>
Training Ltd (IntoWork) Board		Governance and Performance	Governance and Performance
Inner Northern Local Learning and Employment Network Inc.	One Councillor	Coordinator Economic Development	Coordinator Economic Development
Friends of Baucau Inc.	One Councillor	Cr. Greco	Cr. Le Cerf Cr. Greco (proxy)
Metropolitan Transport Forum	One Councillor	Cr. Messina Cr. Amir (Proxy)	Cr. Messina
Northern Alliance for Greenhouse Action	One Councillor	Cr. McCarthy	Cr. McCarthy
Global Covenant of Mayors for Climate and Energy	Mayor of the Day	Mayor, Cr. Rennie	Mayor, Cr. Rennie
Northern Councils Alliance New organisation established in Sept 2019	One Councillor and the Chief Executive Officer	-	Cr. Rennie

<b>Darebin-based organisations and entities</b>	<b>Nominees required</b>	<b>Appointments 2018–19</b>	<b>Appointments 2019–20</b>
Melbourne Innovation Centre	Two Councillors	Cr. McCarthy Cr. Messina	Cr. McCarthy Cr. Messina
Darebin Ethnic Communities Council	Two Councillors	Cr. Rennie Cr. Greco	Cr. Rennie
Darebin Creek Management Committee Inc.	One Councillor	Cr. Le Cerf	Cr. Le Cerf
Merri Creek Management Committee Inc.	One Councillor	Cr. Amir	Cr. Amir

## **BACKGROUND / KEY INFORMATION**

Appropriate representation on state-wide, metropolitan, regional and Darebin-based organisations and entities enables Council to further its advocacy and engagement goals, and to gather information about sector opportunities and emerging issues, to inform decision-making.

**Previous Council Resolution**

At its meeting held on 3 December 2018, Council resolved that representatives for community organisations be appointed for a period of 12 months and the appropriate number of Councillors and/or staff be appointed to each Committee.

**COMMUNICATIONS AND ENGAGEMENT****Consultation**

The relevant Council officers have been consulted in the preparation of this report.

**Communications**

Following Council's resolution on the matter, appointments to representative positions will be communicated to the relevant organisations and entities.

**ANALYSIS****Alignment to Council Plan / Council policy**

Goal 6 - A well governed Council

**Environmental Sustainability Considerations**

The work of some of these bodies relates to Council's environmental sustainability goals.

**Equity, Inclusion and Wellbeing Considerations**

The work of some of these bodies relates to Council's equity, inclusion and wellbeing goals.

**Cultural Considerations**

The work of some of these bodies relates to Council's goals in the area of culture and diversity.

**Economic Development Considerations**

The work of some of these bodies relates to Council's economic development goals.

**Financial and Resource Implications**

Nil

**Legal and Risk Implications**

Nil

**DISCUSSION**

Details of the external organisations and entities are as follows.

## State-wide, Metropolitan and Regional Organisations

<b>Municipal Association of Victoria</b>	
<b>Purpose</b>	The Municipal Association of Victoria (MAV) is a peak representative and lobbying body for Victorian Councils. The MAV's purpose is to protect and promote the democratic status, autonomy and efficient carrying out of local government for the benefit of Victorian communities.
<b>Membership</b>	Each member Council appoints a representative to the MAV. MAV Management Board comprises the President (directly elected) and one representative of each of the 12 regional groupings of Councils. Darebin City Council is in the Metropolitan Central Region.
<b>Representation</b>	Council is represented by a Councillor and a proxy delegate can be appointed.
<b>Meetings</b>	The MAV State Council, an annual conference and other occasions as major issues arise. Opportunities exist to work on sub-committees on specific issues. Opportunity to be elected by the regional grouping Councils to the MAV Board. The MAV Board meets monthly.
<b>Liaison Officer</b>	Chief Executive Officer
<b>Metropolitan Local Government Waste Forum</b>	
<b>Purpose</b>	The Metropolitan Government Waste Forum (MLGWF) is established under the <i>Environment Protection Act 1970</i> to support the effective operation of the Metropolitan Waste and Resource Recovery Group (MWRRG), also established under the <i>Environment Protection Act 1970</i> to deliver coordinated waste planning and management across metropolitan Melbourne. The aims of the forum are: <ul style="list-style-type: none"> <li>• develop local governments' capacity to deliver effective, efficient and sustainable resource recovery and municipal waste planning and management across the MWRRG region</li> <li>• engage with industry, government and community stakeholders to improve municipal waste management, resource recovery and planning</li> <li>• assist the MWRRG Board to engage councils across the MWRRG region in the planning and management of municipal waste</li> <li>• nominate four members to the Minister for appointment to the MWRRG Board, in accordance with the <i>Environment Protection Act 1970</i>.</li> </ul>
<b>Membership</b>	MLGWF comprises 31 member councils
<b>Representation</b>	Council is represented by a Councillor
<b>Meetings</b>	Four times a year
<b>Liaison Officer</b>	Coordinator Water and Waste Strategy
<b>Inner Northern Group Training Board (INGT) trading as IntoWork</b>	
<b>Purpose</b>	IntoWork Australia is a dynamic, people-focused organisation that provides expert services to prospective and current employees, business and government. Founded 30 years ago by local councils in the inner north of Melbourne, IntoWork Australia has grown dramatically to become the parent body for a group of businesses providing workforce solutions across Victoria, New South Wales, Queensland, South Australia and Tasmania.

<b>Membership</b>	Membership of the Board is made up of four independent directors and one director and alternative from each of the member councils.
<b>Representation</b>	Council can nominate their representative on the Board. At present, Moreland and Yarra have officers only on the INGT Board.
<b>Meetings</b>	INGT has monthly meetings. Standing committees or sub-committees are established as required.
<b>Liaison Officer</b>	Manager Governance and Performance
<b>Inner Northern Local Learning and Employment Network Inc.</b>	
<b>Purpose</b>	Inner Northern Local Learning and Employment Network (INLLEN) is an independent community organisation creating strategies to support young people across Darebin, Moreland and Yarra. INLLEN's vision is for all young people to transition successfully from education to employment.
<b>Membership</b>	Individuals and representatives of the various member categories living or working in the municipalities of Darebin, Moreland and Yarra. A Committee of Management is elected at the AGM.
<b>Representation</b>	Council is represented by a Councillor who is eligible for election to the Committee of Management.
<b>Meetings</b>	Committee of Management meets 5 times per year
<b>Liaison Officer</b>	Manager People and Development
<b>Friends of Baucau Inc.</b>	
<b>Purpose</b>	Friends of Baucau Inc. provides a forum for those in the community who wish to demonstrate active support for the Darebin–Yarra Friendship Agreement with the Baucau region of East Timor.
<b>Membership</b>	Councillors and community representatives of Darebin and Yarra municipalities.
<b>Meetings</b>	Monthly meetings are hosted alternatively by Yarra and Darebin Councils. Sub-groups have been established.
<b>Representation</b>	Council is represented by a Councillor
<b>Liaison Officer</b>	Coordinator Equity and Diversity
<b>Metropolitan Transport Forum</b>	
<b>Purpose</b>	The Metropolitan Transport Forum (MTF) is an advocacy group comprising members from Melbourne metropolitan local government, associate members representing transport companies, and participants from the State Government and environment groups.
<b>Membership</b>	The MTF is primarily a local government organisation with 24 local government members from metropolitan Melbourne. The MTF also has 18 associate members from the transport sector.
<b>Representation</b>	Council is represented by a Councillor and a Council Officer.
<b>Meetings</b>	MTF has general meetings monthly and an AGM. Standing committees or sub-committees are established as required.
<b>Liaison Officer</b>	Coordinator Transport Strategy

<b>Northern Alliance for Greenhouse Action</b>	
<b>Purpose</b>	The Northern Alliance for Greenhouse Action (NAGA) formed in 2002 as a network that shares information, coordinates emission reduction and adaptation activities and cooperates on the research and development of innovative projects. NAGA's goal is to substantially contribute to the transition to a low-carbon future by delivering effective programs and leveraging local government, community and business action.
<b>Membership</b>	NAGA's members are the Cities of Banyule, Darebin, Hume, Manningham, Melbourne, Moreland, Whittlesea, Yarra, Nillumbik Shire Council and the Moreland Energy Foundation Limited (MEFL).
<b>Representation</b>	Council is represented by a Councillor.
<b>Meetings</b>	Meetings are quarterly with at least three meetings per year.
<b>Liaison Officer</b>	Manager Environment and Sustainable Transport
<b>Global Covenant of Mayors for Climate &amp; Energy</b>	
<b>Purpose</b>	The Global Covenant of Mayors for Climate and Energy is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to a low emission, resilient society.
<b>Membership</b>	Mayors of member councils
<b>Representation</b>	Mayor of the Day
<b>Meetings</b>	No scheduled meetings
<b>Liaison Officer</b>	Coordinator Energy and Adaptation
<b>Northern Councils Alliance</b>	
<b>Purpose</b>	The Northern Councils Alliance represents and works collectively for almost one million people who live across seven municipalities.  As a group of Councils, we are committed to working as a whole to deliver and advocate for ongoing improvements to the economic, social, health and wellbeing of its residents and businesses both current and future.
<b>Membership</b>	One appointed Councillor and Chief Executive Officer
<b>Representation</b>	Council is represented by a Councillor and the Chief Executive Officer
<b>Meetings</b>	To be confirmed
<b>Liaison Officer</b>	Chief Executive Officer

### Darebin Organisations

<b>Melbourne Innovation Centre (formally Darebin Enterprise Centre)</b>	
<b>Purpose</b>	Melbourne Innovation Centre (MIC) is an integral part of the economic development plan for the City of Darebin. It operates as a business incubator with the aim of developing and growing small business endeavours. MIC is established as a not-for-profit company, limited by guarantee and therefore is fully subject to the Corporations Act. Accordingly, appointed directors are subject to the provisions of the Corporations Act. Darebin City Council is the sole "member" of the company.  The MIC Board of Directors provides strategic direction to the management

	of the Innovation Centre - this includes approving policies and confirming that operations and new directions are consistent with the MIC mission. The Board is also responsible to monitor the performance of MIC in terms of the number and quality of graduating businesses and financial performance.
<b>Membership</b>	The Board of Directors comprises members representing key stakeholders in business development and growth in northern metropolitan Melbourne, including representatives from local business, Darebin City Council and local training providers.
<b>Representation</b>	Council is represented on the Board of Directors by two Councillors and one Council Officer (Manager City Futures).
<b>Meetings</b>	Bi monthly at the Melbourne Innovation Centre
<b>Liaison Officer</b>	Manager City Futures
<b>Darebin Ethnic Communities Council</b>	
<b>Purpose</b>	Darebin Ethnic Communities Council (DECC) is a peak body representing over 50 ethnic groups and associations. Its purpose is to advise and contribute to the development of policies that determine provision of Council's services to meet the needs of its residents from culturally and linguistically diverse background.
<b>Membership</b>	Membership is open to individuals and community groups. A Steering Committee is appointed at the AGM.
<b>Representation</b>	DECC is represented by two Councillors who are automatically members of the Steering Committee.
<b>Meetings</b>	Meets monthly at Darebin Intercultural Centre.
<b>Liaison Officer</b>	Coordinator Equity and Diversity
<b>Darebin Creek Management Committee Inc.</b>	
<b>Purpose</b>	Darebin Creek Management Committee (DCMC) is an incorporated association established by member councils to coordinate the planning and development of Darebin Creek.
<b>Membership</b>	Representation on the Committee comprises Darebin, Yarra, Banyule and Whittlesea Councils and La Trobe University. Darebin Council can nominate up to two persons to be members of the Committee, and they may be a Councillor, staff member, or a member of the community, or any combination thereof.
<b>Representation</b>	DCMC's preference is for one Councillor and one Officer.
<b>Meetings</b>	The Committee meets every 2 months. There is an AGM and sub-Committees have been appointed.
<b>Liaison Officer</b>	Coordinator Public Spaces and Design
<b>Merri Creek Management Committee Inc.</b>	
<b>Purpose</b>	Merri Creek Management Committee (MCMC) is an Incorporated Association established by member Councils to coordinate the planning and development of Merri Creek.

<b>Membership</b>	Representation on the Committee comprises member Councils of Yarra, Darebin, Moreland, Whittlesea, Mitchell and Hume and representatives of 'Friends of Merri Creek' and Friends of Wallan Creek. Darebin Council can nominate 2 persons to be members of the Committee, which includes a nominated substitute, and they may be a Councillor or staff member.
<b>Representation</b>	MCMC's preference is for one Councillor and one Officer.
<b>Meetings</b>	The Committee meets every 3 months. There is an AGM and sub-committees have been established.
<b>Liaison Officer</b>	Coordinator Bushland Management

## OPTIONS FOR CONSIDERATION

### **Option 1 – Appoint Council representatives to the nominated external organisations and entities (Recommended)**

These organisations enable Council to influence activity within the sector and to draw on the breadth of expertise that exists within the different groups. They also provide a valuable opportunity for Council to further its strategic goals.

### **Option 2 – Do not appoint Council representatives to the nominated external organisations and entities (Not Recommended)**

If Council resolves not to appoint representatives to these organisations, it would be a missed opportunity to engage more deeply within the sector. Council may also be in breach of some of its commitments to these organisations.

## IMPLEMENTATION STRATEGY

### **Details**

As below

### **Communication**

Following Council's resolution on the matter, appointments to representative positions will be communicated to the relevant organisations and entities.

### **Timeline**

The appointments will be communicated in the week following the 2 December meeting.

## RELATED DOCUMENTS

Nil

### **Attachments**

Nil

**DISCLOSURE OF INTEREST**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.



**8.3 ESTABLISHMENT AND MEMBERSHIP OF COMMUNITY ADVISORY COMMITTEES****Author:** Coordinator Governance, Council Business & Civic Services**Reviewed By:** General Manager Governance and Engagement

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**EXECUTIVE SUMMARY**

The purpose of this report is to re-establish current Council Community Advisory Committees and to appoint Councillors as members to those Committees.

A major review of Council Advisory Committees has been undertaken over the last eight months, with Council endorsing a transition plan for a range of Community Advisory Committees and Community Reference Groups at its 6 November Council meeting. This report seeks to appoint Councillor representatives to those Community Advisory Committees and Community Reference Groups that will continue to operate in 2020.

It is proposed that the following Community Advisory Committees continue to provide advice on specific areas of Council business:

- Active and Healthy Ageing Community Board
- Climate Emergency Darebin Advisory Committee
- Darebin Aboriginal Advisory Committee
- Darebin Community Awards Advisory Committee
- Darebin Disability Advisory Committee
- Darebin Domestic Animal Management Reference Group
- Darebin Education Committee
- Darebin Interfaith Council
- Darebin Nature Trust (see note below)
- Darebin Women's Advisory Committee
- Mayer Park Project Control Group
- Sexuality, Sex and Gender Diversity Advisory Committee.
- Municipal Emergency Management Planning Committee
- Welcoming Cities Community Reference Group

The terms of reference for the Darebin Nature Trust will be presented to the 16 December 2019 Council Meeting for consideration. This report will also deal with the appointment of Councillor representatives to that committee.

Councillors discussed potential appointments for the upcoming year at the briefing session on 18 November 2019. These 'in principle' nominations are reflected in the recommendation.

<b>Recommendation</b>
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**That Council:**

- (1) Establishes the following Community Advisory Committees for a period of 12 months or until such time as Council makes a further resolution on the matter.
- (2) Appoints the appropriate number of Councillors as members of each Committee until the 24 October 2020.

<b>Community Advisory Committee</b>	<b>Nominees Required</b>	<b>Councillor Appointments 2018–19</b>	<b>Councillor Appointments 2019–20</b>
Active and Healthy Ageing Community Board	Three Councillors	Cr. Rennie (Chair) Cr. Newton (Deputy) Cr. Greco (Proxy)	Cr. Rennie (Chair) Cr. Newton (Deputy) Cr. Greco (Proxy)
Climate Emergency Darebin Advisory Committee	Two Councillors One further Councillor as a proxy member if required	Cr. Le Cerf (Chair) Cr. McCarthy (Deputy) Cr. Rennie (Proxy)	Cr. Le Cerf (Chair) Cr. McCarthy (Deputy) Cr. Amir (Proxy)
Darebin Aboriginal Advisory Committee	At least one Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	Cr. Rennie (Chair) Cr. Newton (Deputy) Cr. Le Cerf (Proxy) Cr. Greco (Proxy)	Cr. Rennie (Chair) Cr. Newton (Deputy) Cr. Le Cerf (Proxy) Cr. Greco (Proxy)
Darebin Community Awards Advisory Committee	Mayor of the Day (Chair)	Mayor, Cr. Rennie (Chair)	Mayor, Cr. Rennie (Chair)
Darebin Disability Advisory Committee	One Councillor (Chair) and one proxy	Cr. Williams (Chair) Cr. Newton (Proxy)	Cr. Williams (Chair) Cr. Newton (Proxy)
Darebin Domestic Animal Management Reference Group	One Councillor <i>(Recommended: One Councillor and one proxy)</i>	Cr. Williams (Chair) Cr. Le Cerf (Proxy)	
Darebin Education Committee (To be renamed Darebin Education Network from January 2020)	One Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	Cr. Rennie (Chair) Cr. Messina (Proxy)	Cr. Rennie (Chair) Cr. Amir (Proxy)
Darebin Interfaith Council	At least one Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	Cr. Greco (Chair) Cr. Messina (Proxy)	Cr. Le Cerf (Chair)

Community Advisory Committee	Nominees Required	Councillor Appointments 2018–19	Councillor Appointments 2019–20
Darebin Nature Trust	One Councillor from each Ward (one Councillor as Chair)	Cr. McCarthy (Chair) Cr. Amir Cr. Newton	The Terms of Reference for this Committee will be the subject of a report to the 16 December Council Meeting. A recommendation for the appointment of Councillors will be addressed in this report.
Darebin Women's Advisory Committee	At least one female Councillor (Chair) <i>(Recommended: One female Councillor (Chair) and one proxy)</i>	Cr. Messina (Chair) Cr. Rennie (Proxy)	Cr. Messina (Chair)
Mayer Park Project Control Group	One Councillor	Cr Rennie (Chair)	Cr Rennie (Chair)
Municipal Emergency Management Planning Committee	Mayor of the Day (Chair)	Mayor, Cr. Rennie (Chair)	Mayor, Cr. Rennie (Chair)
Sexuality, Sex and Gender Diversity Advisory Committee	One Councillor (Chair) <i>(Recommended: One Councillor (Chair) and one proxy)</i>	Cr. Newton (Chair) Cr. Amir (Proxy)	Cr. Amir (Chair) Cr. Newton (Proxy)
Welcoming Cities Community Reference Group	One Councillor	Cr. Greco	Cr. Greco

## BACKGROUND / KEY INFORMATION

Council has established a number of Community Advisory Committees to facilitate community participation and input into policy and service development.

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

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

### **Previous Council Resolution**

At its meeting held on 3 December 2018, Council resolved that the Community Advisory Committees be established for a period of 12 months and appointed the appropriate number of Councillors for each Committee.

## **COMMUNICATIONS AND ENGAGEMENT**

### **Consultation**

The relevant Council officers have been consulted in the preparation of this report.

### **Communications**

Information about Council Committees and their membership is made available on Darebin City Council's website.

## **ANALYSIS**

### **Alignment to Council Plan / Council policy**

Goal 6 - A well governed Council

### **Environmental Sustainability Considerations**

Some Community Advisory Committees provide advice to Council on the delivery of functions that support environmental sustainability.

### **Equity, Inclusion and Wellbeing Considerations**

Some Community Advisory Committees provide advice to Council on the delivery of functions that support equity, inclusion and wellbeing.

### **Cultural Considerations**

Some Community Advisory Committees provide advice to Council on cultural considerations.

### **Economic Development Considerations**

Some Community Advisory Committees provide advice to Council on the delivery of functions that support economic development.

### **Financial and Resource Implications**

Costs associated with the administration of Community Advisory Committees are included within existing budgets.

### **Legal and Risk Implications**

Each Community Advisory Committee has a nominated Council officer who is responsible for providing oversight of the governance arrangements for that Committee.

**DISCUSSION**

Details of the Community Advisory Committees are as follows.

**Active and Healthy Ageing Community Board**

The Active and Healthy Ageing Community Board is a community representative body whose role is to assist Council in considering and understanding the issues, policies and drivers that are influencing aged care and their relevance to and impact on Darebin, as well as monitor and report on the Active and Healthy Ageing Strategy 2011-2021.

<b>Required Councillors</b>	Three Councillors The current terms of reference states that the Councillors will be Co-Chairs
<b>Other Committee Members</b>	15 Community Representatives Relevant Council staff
<b>Meeting Frequency</b>	Bi-monthly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council in December 2016
<b>Responsible Officer</b>	Manager Aged and Disability

**Climate Emergency Darebin Advisory Committee**

The Climate Emergency Darebin Advisory Committee is an Advisory Committee that focuses on the climate emergency and creating emergency solutions. The committee complements and enhances Council's work on climate emergency by helping Council to implement the Darebin Climate Emergency Plan.

<b>Required Councillors</b>	Two Councillors and one further Councillor as a proxy if required
<b>Other Committee Members</b>	6 community or independent members and other non-voting members as required. Council CEO ( ex officio )
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	To be confirmed
<b>Terms of Reference</b>	Adopted by Council on 26 February 2018 And amended on 25 February 2019 (Membership)
<b>Responsible Officer</b>	Manager Climate Change and Sustainable Transport

**Darebin Aboriginal Advisory Committee**

The Darebin Aboriginal Advisory Committee is an Advisory Committee to provide strategic advice to Council and advocate on issues affecting Aboriginal communities to inform and improve Council decision making in relation to policy, program and service delivery.

<b>Required Councillors</b>	At least one Councillor (Chair)
<b>Other Committee Members</b>	Representatives of Aboriginal and Torres Strait Islander Community and Organisations in Darebin
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council on 27 February 2017
<b>Responsible Officer</b>	Aboriginal Contact Officer

**Darebin Community Awards Advisory Committee**

The Darebin Community Awards recognise the achievements of our community members who have made an outstanding contribution to the Darebin community. The role of the Darebin Community Awards Committee is to review award nominations and to determine the recipients of the awards.

<b>Required Councillors</b>	The Mayor of the Day (Chair)
<b>Other Committee Members</b>	Two members of the Darebin Aboriginal Advisory Committee (DAAC) A representative of the Darebin Ethnic Communities Council (DECC) Four community representatives One Council officer (for administration purposes only)
<b>Meeting Frequency</b>	Two to three times per year
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council in on 30 April 2018
<b>Responsible Officer</b>	Civic Events and Engagement Officer

**Darebin Disability Advisory Committee**

The Darebin Disability Advisory Committee is a Committee established by Council to advise on issues relating to access and inclusion for people with disabilities living, working, studying or visiting Darebin and to promote improved access and inclusion with Council and the wider community.

<b>Required Councillors</b>	One Councillor (Chair) and one proxy
<b>Other Committee Members</b>	11 Community representatives Relevant Council Officers

<b>Meeting Frequency</b>	Bi-monthly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council in October 2016
<b>Responsible Officer</b>	Manager Aged and Disability

### **Darebin Domestic Animal Management Reference Group**

The Domestic Animal Management Reference group is to provide advice on issues relating to the reduction of animal euthanasia and to ensure Council achieves the objectives set out in Darebin's Domestic Animal Management (DAM) Plan 2017-2021.

<b>Required Councillors</b>	One Councillor
<b>Other Committee Members</b>	Membership is open to all members of the community with an interest in animal management and welfare. Members include representatives from various animal welfare groups, Australian Veterinary Association, local veterinarians and local residents
<b>Meeting Frequency</b>	Three times a year
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Committee on 5 December 2014
<b>Responsible Officer</b>	Manager City Safety & Compliance

### **Darebin Education Committee**

The Darebin Education Committee looks at structural disadvantage and public education funding in Darebin with the objective of lifting public education investment in the municipality.

<b>Required Councillors</b>	One Councillor (Chair)
<b>Other Committee Members</b>	Up to 5 Council officers, up to 10 external members
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council in May 2015
<b>Responsible Officer</b>	Manager Equity and Wellbeing

**Darebin Interfaith Council**

The Darebin Interfaith Council is a collaborative partnership between faith leaders and the broader community aimed at providing leadership, information, guidance and inspiration to the local community on matters related to faith and benefits of interfaith collaboration, comprehension and dialogue.

<b>Required Councillors</b>	At least one Councillor (Chair)
<b>Other Committee Members</b>	Representatives of various faith communities within Darebin and relevant Council Officers.
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council on 10 July 2012
<b>Responsible Officer</b>	Interfaith Development Officer

**Darebin Women's Advisory Committee**

The purpose of the Darebin Women's Advisory Committee is to increase the voice of women as part of Council's strategic commitment to 'support the right of women to fully and equally engage and participate in the life of the community' – Gender Equity and Preventing Violence Against Women Action Plans.

<b>Required Councillors</b>	At least one female Councillor (Chair)
<b>Other Committee Members</b>	12 Committee Members 2 Council officers
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Endorsed by Council on 27 February 2017
<b>Responsible Officer</b>	Preventing Violence Against Women Officer

**Mayer Park Project Control Group**

The purpose of the Mayer Park Community Project Control Group (PCG) is to design and develop the master plan for Mayer Park with the support and guidance from Council.

<b>Required Councillors</b>	Rucker Ward Councillors
<b>Other Committee Members</b>	Local Community members and stake holder groups that reflect the balance of gender, ability, age range and cultural diversity for a total of eight members.
<b>Meeting Frequency</b>	As required
<b>Reporting</b>	As part of the Mayer Park Master Plan



<b>Terms of Reference</b>	
<b>Responsible Officer</b>	Landscape Architect

### **Municipal Emergency Management Planning Committee**

The *Emergency Management Act 1986* requires each Council to establish a Municipal Emergency Management Planning Committee to prepare a Municipal Emergency Management Plan. The Committee's role is not to manage an emergency but to participate in a planning process which ensures that all relevant matters associated with Emergency Management are investigated, adequately provided for and the results recorded in the plan.

<b>Required Councillors</b>	Mayor of the Day (Chair)
<b>Other Committee Members</b>	Representatives from emergency services, welfare agencies, state government departments and major industrial facilities in Darebin. Relevant Council staff
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Included in the Municipal Emergency Management Plan adopted by Council on 15 May 2017
<b>Responsible Officer</b>	General Manager Operations and Capital

### **Sexuality, Sex and Gender Diversity Advisory Committee**

The Sexuality, Sex and Gender Diversity Advisory Committee is an Advisory Committee to advise Council on issues and barriers to equality affecting people in the City of Darebin who identify as gay, lesbian, bisexual, transgender or intersex.

<b>Required Councillors</b>	One Councillor (Chair)
<b>Other Committee Members</b>	Representatives from the LGBTQI Community Council staff
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Status update to Council every 6 months via officer report
<b>Terms of Reference</b>	Adopted by Council on 27 February 2015
<b>Responsible Officer</b>	Diversity Policy Officer

### **Welcoming Cities Community Reference Group**

The purpose of the Reference Group is to facilitate and monitor Council's progress towards achieving the principles and criteria in the Welcoming Cities Standard and to advise on issues about sense of welcome and belonging

<b>Required Councillors</b>	One Councillors (Chair)
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<b>Other Committee Members</b>	A broad range of community and organisation representatives are appointed to the Reference Group. Specific details are outlined in the adopted Terms of Reference
<b>Meeting Frequency</b>	Quarterly
<b>Reporting</b>	Annually to Council
<b>Terms of Reference</b>	Adopted by Council in 17 August 2017
<b>Responsible Officer</b>	Coordinator Equity & Diversity

## OPTIONS FOR CONSIDERATION

### Option 1 – Establish the Community Advisory Committees (Recommended)

These Committees enable Council to draw on the breadth of expertise that exists within the community. They also provide an opportunity for the community to engage directly with key Council functions.

### Option 2 – Do not establish the Community Advisory Committees (Not Recommended)

If Council resolves not to establish the Community Advisory Committees, it would not be consistent with Council's commitment to community engagement. It would also be a missed opportunity to gather input from members of the community who have valuable skill sets and expertise.

## IMPLEMENTATION STRATEGY

### Details

As below

### Communication

Information about Council Committees and their membership will be made available on Darebin City Council's website. External members of these Committees will be informed about the resolution of Council with regard to establishment and membership of the Committees.

### Timeline

Communications about any changes to the Community Advisory Committees will be made in the week following the Council meeting.

## RELATED DOCUMENTS

Nil

### Attachments

Nil

## **DISCLOSURE OF INTEREST**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**8.4 PROPOSED SALE OF DISCONTINUED ROADS**  
**- REAR HICKFORD/BANFF STREET, RESERVOIR**  
**- REAR BROADHURST AVENUE & BARRY STREET, RESERVOIR**  
**- REAR O'CONNOR & BARTONS STREET, RESERVOIR**

**Author:** Property Officer

**Reviewed By:** General Manager Governance and Engagement

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### EXECUTIVE SUMMARY

On 11 June 2019, Council resolved to commence the statutory procedures and give public notice of the proposed sale of the following discontinued roads to adjoining property owners:

1. a 3.05-metre-wide former road adjoining the rear of 74 Hickford Street and 5 and 9 Banff Street, Reservoir, shown hatched on site plan in **Appendix A**
2. a 3.05-metre-wide former road adjoining the rear of 5 Broadhurst Avenue and 8 and 10 Barry Street, Reservoir shown hatched on site plan in **Appendix B**
3. a 3.05-metre-wide former road adjoining the rear of 35 O'Connor Street and 46 and 48 Barton Street, Reservoir, shown hatched on site plan in **Appendix C**.

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 July 2019 respectively. Notification was also given on Council's website. The notice period ended on 9 August 2019. No submissions were received.

Council's endorsement is now being sought to finalise the sale of these parcels of land.

<b>Recommendation</b>
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**That Council:**

- (1) Having given public notice of the proposal under section 189 of the *Local Government Act 1989* ('the Act') and having received no submissions in respect of the proposals under section 223 of the Act:
  - a) Directs that the land shown as Lot Pt 1 (part being 50m<sup>2</sup>) on Title Plan 909115D in **Appendix D** be sold by private treaty to the owners of 74 Hickford Street, Reservoir
  - b) Directs that the land shown as Lot 24 on Title Plan 017782J in **Appendix E** be sold by private treaty to the owners of 5 Broadhurst Avenue, Reservoir
  - c) Directs that the land shown as Lot 28 and 29 on Title Plan 017781L in **Appendix F** be sold by private treaty to the owners of 35 O'Connor Street and 3/46 Barton Street, Reservoirin accordance with Council Policy.
- (2) Transfers to itself any land that remains unsold.
- (3) Authorises the Chief Executive Officer to sign all documents relating to the sale of the land from the discontinued roads.

**BACKGROUND / KEY INFORMATION****1. Proposed sale of former road adjoining the rear of 74 Hickford Street and 5 and 9 Banff Street, Reservoir (former road 1)**

In 2018, Council received an enquiry from an adjoining property owner at 74 Hickford Street, Reservoir looking to purchase the land from the former road at the rear of their property.

Investigations revealed that on 21 July 2008, Council resolved to discontinue the road bound by Hickford Street, Banff Street and Argyle Street Reservoir and to sell the land by private treaty in accordance with Council policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 7 August 2008, shown in **Appendix G**.

Investigations also revealed that the land appears to have been incorporated within the property at 74 Hickford Street, Reservoir for many years. The owners of the adjoining properties at 5 and 9 Banff Street, Reservoir have not objected nor expressed any interest in the land.

**2. Proposed sale of former road adjoining the rear of 5 Broadhurst Avenue and 8 and 10 Barry Street, Reservoir (former road 2)**

In 2018, Council received an enquiry from an adjoining property owner at 5 Broadhurst Avenue, Reservoir looking to purchase the land from the former road at the rear of their property.

Investigations revealed that on 18 September 2000, Council resolved to discontinue the road bound by Broadhurst Avenue, High Street, Barry Street and Whitby Street, Reservoir and to sell the land by private treaty in accordance with Council policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 1 February 2001, shown in **Appendix H**.

Investigations also revealed that the land appears to have been unoccupied and landlocked for many years. Consultation confirmed the owners of the adjoining properties at 6/8 and 4/10 Banff Street, Reservoir have not objected nor expressed any interest in the land.

**3. Proposed sale of former road adjoining the rear of 35 O'Connor Street and 46 and 48 Barton Street, Reservoir (former road 3)**

In 2018, Council received an enquiry from an adjoining property owner at 35 O'Connor Street, Reservoir looking to purchase the land from the former road at the rear of their property.

Investigations revealed that on 18 September 2000, Council resolved to discontinue the road bound by O'Connor Street, Whitby Street and Barton Street, Reservoir and to sell the land by private treaty in accordance with Council policy. However, not all parcels of land were sold at that time, with the unsold parcels of land continuing to vest with Council. The discontinuance was published in the Victorian Government Gazette on 23 November 2000, shown in **Appendix I**.

Investigations also revealed that the land, formally known as Lot 18 on Title Plan 017781L appears to have been incorporated within the property at 35 O'Connor Street, Reservoir for many years. Consultation revealed that the abutting owner at 3/46 Barton Street was also interested in the land. As such, a fair and equitable division of the land was agreed upon by the property owners and the title was amended, creating two new lots known as Lots 28 and 29 on Title Plan 017781L (**Appendix F**).

## Previous Council Resolution

At its meeting held on 11 June 2019, Council resolved:

*“That Council:*

- (1) *Commences the statutory procedures under Section 189 of the Local Government Act 1989 (‘the Act’) to:*
  - a) *Sell the land from the discontinued road adjoining the rear of 74 Hickford Street and 5 and 9 Banff Street, Reservoir, shown as Lot PT 1 (part being 50m<sup>2</sup>) on Title Plan 909115D in **Appendix C**, to the owners of 74 Hickford Street, Reservoir*
  - b) *Sell the land from the discontinued road adjoining the rear of 5 Broadhurst Avenue and 8 and 10 Barry Street, Reservoir, shown as Lot 24 on Title Plan 017782J in **Appendix G** to the owners of 5 Broadhurst Avenue, Reservoir*
  - c) *Sell the land from the discontinued road adjoining the rear of 35 O’Connor Street and 46 and 48 Barton Street, Reservoir, shown as Lot 28 and 29 on Title Plan 017781L in **Appendix K** to the owners of 35 O’Connor Street and 3/46 Barton Street, Reservoir, respectively*  
*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:*
  - a) *Sell the land from the former road to the owners of 74 Hickford Street, Reservoir, 5 Broadhurst Avenue, Reservoir and 35 O’Connor Street and 3/46 Barton Street, Reservoir respectively by private treaty.*
  - b) *Transfer to itself any land that remains unsold.”*

## COMMUNICATIONS AND ENGAGEMENT

### 1. Former road 1, adjoining the rear of 74 Hickford Street and 5 and 9 Banff Street, Reservoir

#### Consultation with adjoining property owners

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The property owner of 74 Hickford Street, Reservoir, has confirmed an interest in acquiring the land, shown as Lot Pt 1 (part being 50m<sup>2</sup>) on Title Plan 909115D provided in **Appendix D**, at current market value, as well as meeting all of the reasonable costs associated with selling the land in accordance with current policy.

#### Consultation with service authorities and Council departments

Easements in favour of both Council and Yarra Valley Water were saved over the land at the time of the discontinuance in 2008.

#### Consultation with the community

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot Pt 1 (part being 50m<sup>2</sup>) on Title Plan 909115D 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.

2. **Former road 2, adjoining the rear of 5 Broadhurst Avenue and 8 and 10 Barry Street, Reservoir**

**Consultation with adjoining property owners**

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The property owner of 5 Broadhurst Avenue, Reservoir has confirmed an interest in acquiring the land, shown as Lot 24 on Title Plan 017782J provided in **Appendix E**, at current market value, as well as meeting all of the reasonable costs associated with selling the land in accordance with current policy.

**Consultation with service authorities and Council departments**

Easements in favour of both Council and Yarra Valley Water were saved over the land at the time of the discontinuance in 2000.

**Consultation with the community**

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot 24 on Title Plan 017782J 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.

3. **Former road 3, adjoining the rear of 35 O'Connor Street and 46 and 48 Barton Street, Reservoir**

**Consultation with adjoining property owners**

All immediate adjoining property owners were consulted regarding the proposal and no objections were received.

The property owners of 35 O'Connor Street and 3/46 Barton Street, Reservoir, have confirmed an interest in acquiring the land, shown as Lot 28 and Lot 29 respectively on Title Plan 017781L provided in **Appendix F**, at current market value, as well as meeting all of the reasonable costs associated with selling the land in accordance with current policy.

**Consultation with service authorities and Council departments**

Easements in favour of both Council and Yarra Valley Water were saved over the land at the time of the discontinuance in 2000.

**Consultation with the community**

The statutory procedures require Council to give public notice of its intention to sell the land known as Lot 28 and Lot 29 on Title Plan 017781L 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 July 2019 respectively. Notification was also given on Council's website. The notice period ended on 9 August 2019. No submissions were received.

## ANALYSIS

### Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Property Assets Management Strategy

Sale of Minor Council Property Assets Policy

### Environmental Sustainability Considerations

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

### Equity, Inclusion and Wellbeing Considerations

There are no factors in this report that impact upon equity, inclusion and wellbeing.

### Cultural Considerations

There are no factors in this report that impact upon cultural considerations.

### Economic Development Considerations

There are no factors in this report that impact upon economic development considerations

### Financial and Resource Implications

At the commencement of negotiations with each of the property owners, the Council's Valuer placed a market value of:

1. **Former road 1** \$440.00 per square metre (including GST) on the land. The sale of Lot Pt 1 (part being 50m<sup>2</sup>) with an area of 50m<sup>2</sup>, is intended to be sold to the property of 74 Hickford Street, Reservoir for the amount of \$22,000 (including GST).
2. **Former road 2** \$440.00 per square metre (including GST) on the land. The sale of Lot 24, with an area of 56m<sup>2</sup>, is intended to be sold to the property of 5 Broadhurst Avenue, Reservoir for the amount of \$24,640 (including GST).
3. **Former road 3** \$440.00 per square metre (including GST) on the land. The sale of Lot 28, with an area of 24m<sup>2</sup>, is intended to be sold to the property of 35 O'Connor Street, Reservoir for the amount of \$10,560 (including GST). The sale of Lot 29, with an area of 24m<sup>2</sup>, is intended to be sold to the property of 3/46 Barton Street, Reservoir for the amount of \$10,560 (including GST).

Costs associated with the statutory procedures and sale of the former roads will be recovered from the purchasers, should the sales proceed. The land from the former roads, once sold, will also attract Council rates.

### Legal and Risk Implications

Associated 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 200m<sup>2</sup> 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 the status quo would remain with the adjoining property owners 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.

### Option 2 – Proceed with the Statutory Procedures to sell the parcels (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 sales, could result in receipt of revenue from the sale of the land, which are no longer required for their original purpose.

## IMPLEMENTATION STRATEGY

### Details

- Arrange for the land to be sold and transferred to the respective owners by private treaty in accordance with Council policy.

### Communication

- Council departments
- Community
- 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*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy

**Attachments**

- Site Plan - 74 Hickford Street and 5 & 9 Banff Street, Reservoir (**Appendix A**)
- Site Plan - 5 Broadhurst Avenue, Reservoir (**Appendix B**)
- Site Plan - 35 O'Connor Street 3-46 Barton Street, Reservoir (**Appendix C**)
- Title Plan - 74 Hickford Street, Reservoir (**Appendix D**)
- Title Plan - 5 Broadhurst Avenue, Reservoir (**Appendix E**)
- Title Plan - 35 O'Connor Street and 3-46 Barton Street, Reservoir (**Appendix F**)
- Victorian Government Gazette - 74 Hickford Street, Reservoir (**Appendix G**)
- Victorian Government Gazette - 5 Broadhurst Avenue, Reservoir (**Appendix H**)
- Victorian Government Gazette - 35 O'Connor Street and 3-46 Barton Street, Reservoir (**Appendix I**)

**DISCLOSURE OF INTEREST**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

Darebin City Council

26/04/2019



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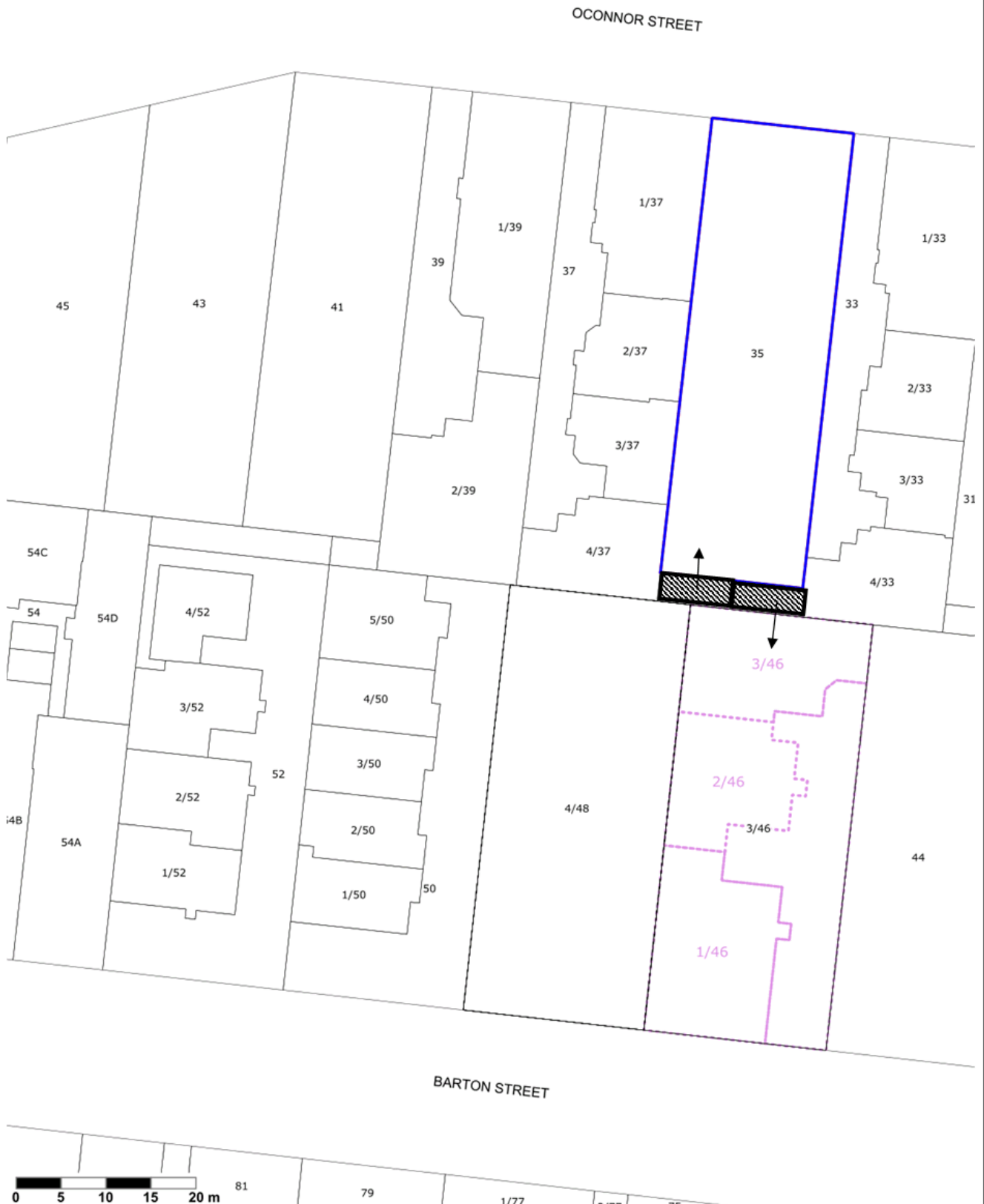
Darebin City Council

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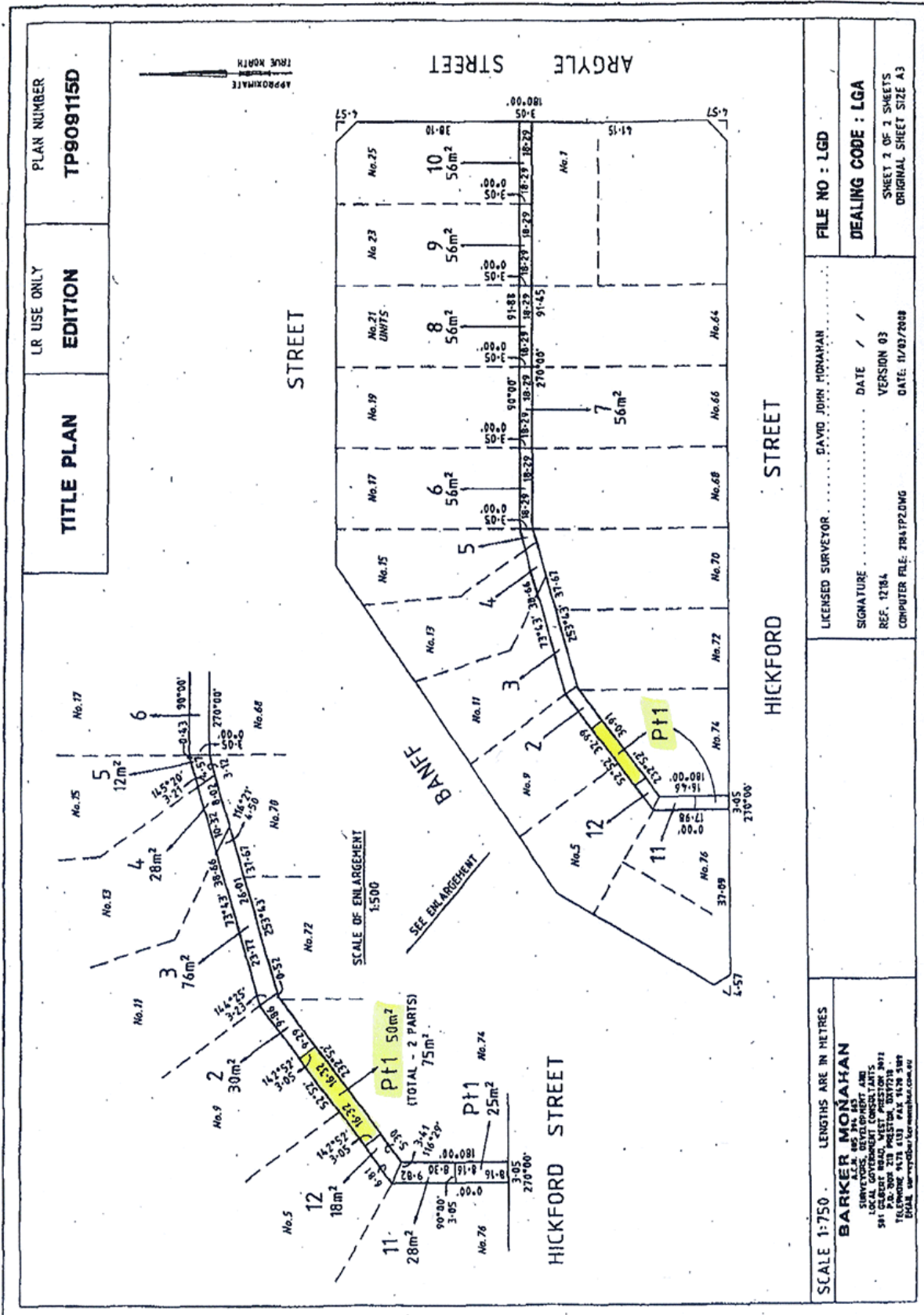


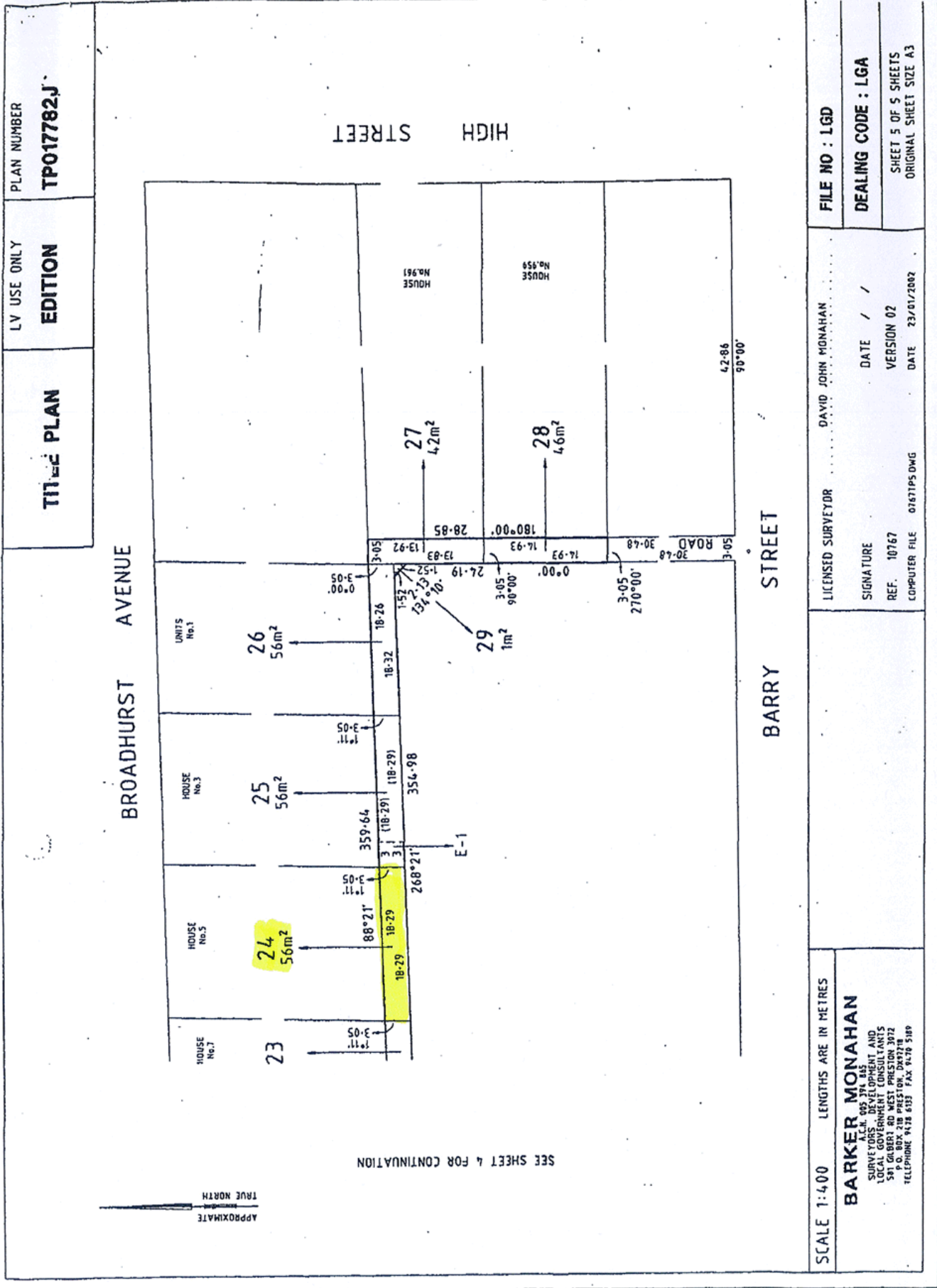
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26/04/2019



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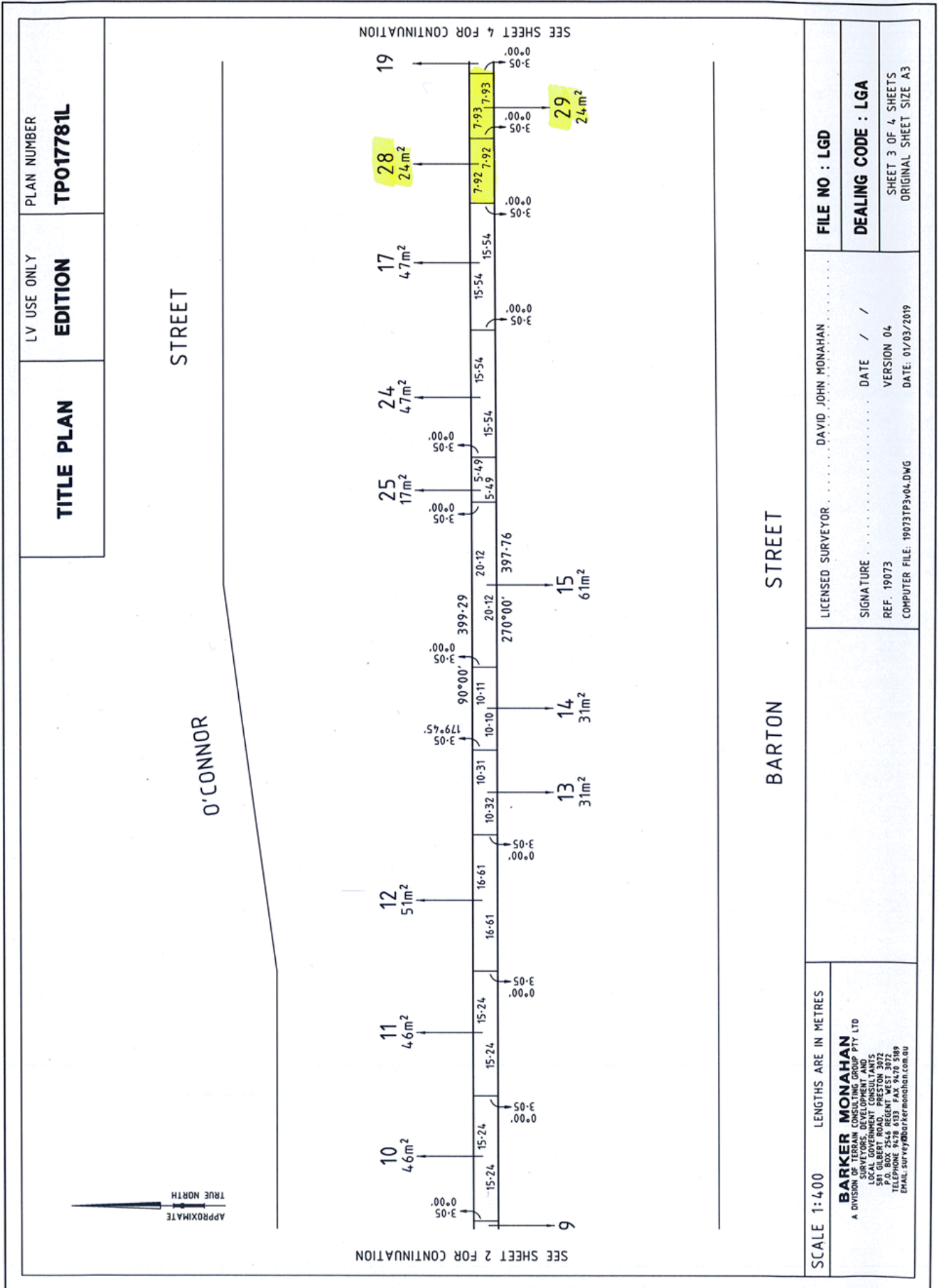


**BARKER MONAHAN**  
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LICENSED SURVEYOR ..... **DAVID JOHN MONAHAN** .....  
 SIGNATURE  
 REF. 10767  
 COMPUTER FILE 0167TIPS.DWG

DATE / /  
 VERSION 02  
 DATE 23/01/2002

FILE NO : LGD  
 DEALING CODE : LGA  
 SHEET 5 OF 5 SHEETS  
 ORIGINAL SHEET SIZE A3





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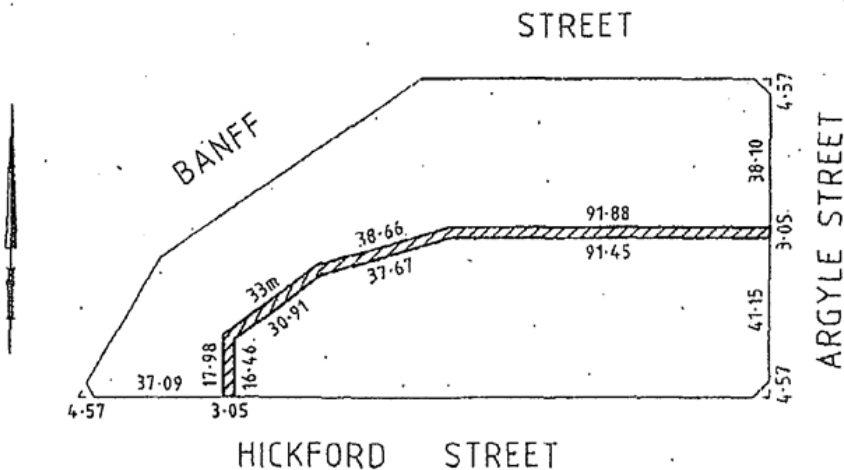
Victoria Government Gazette

DAREBIN CITY COUNCIL

Road Discontinuance

Pursuant to section 206 and schedule 10, clause 3 of the *Local Government Act 1989*, the Darebin City Council, at its meeting held on 21 July 2008, formed the opinion that the road at the rear of 5 to 25 Banff Street and 64 to 74 Hickford Street and adjacent to 74 and 76 Hickford Street and 1 Argyle Street, Reservoir, and shown by hatching on the plan below, is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the abutting property owners.

The road is to be sold subject to the right, power or interest held by the Darebin City Council and Yarra Valley Water Limited in the road in connection with any sewers, drains or pipes under the control of those authorities in or near the road.



MICHAEL ULBRICK  
Chief Executive Officer

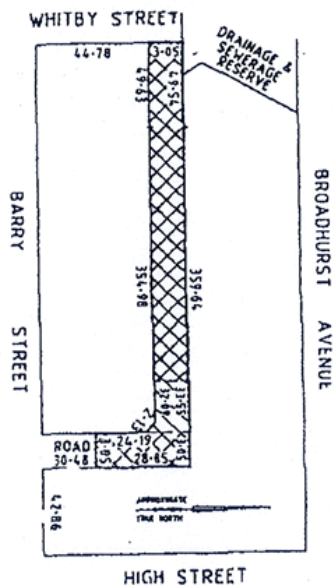
Victoria Government Gazette

G 5 · 1 February 2001 133

**DAREBIN CITY COUNCIL**  
Road Discontinuance

Pursuant to section 206 and schedule 10, clause 3 of the Local Government Act 1989, the Darebin City Council at its ordinary meeting held on 18 September 2000, formed the opinion that the road at the rear of 1 to 39A Broadhurst Avenue, 2 to 52 Barry Street and 959 & 961 High Street, Reservoir, and shown by both hatching and cross-hatching on the plan below, is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the abutting property owners.

The section of road shown cross-hatched is to be sold subject to the right, power or interest held by Yarra Valley Water Limited in the road in connection with any sewers, drains or pipes under the control of that authority in or near the road.



PHILLIP SHANAHAN  
Chief Executive Officer

**Planning and Environment Act 1987**  
**MORNINGTON PENINSULA PLANNING**  
**SCHEME**  
Notice of Amendment  
Amendment C25

The Mornington Peninsula Shire has prepared Amendment C25 to the Mornington Peninsula Planning Scheme.

The land affected by the Amendment is situated on the north-east corner of Station Road and Point Leo Road, Red Hill South and is centrally located within the Red Hill South Village activity centre.

The Amendment proposes to rezone surplus Vicroads road reserve land from a Rural Zone to a Business 1 Zone; include the land in a Development Plan Overlay (DPO10) and remove Environmental Significance Overlay – Schedule 28 (ESO 28) and the Significance Landscape Overlay – Schedule 4 (SLO 4) from the subject land.

The Amendment and explanatory report can be inspected, free of charge, during office hours at Department of Infrastructure, Customer Service Centre, Upper Plaza, Nauru House, 80 Collins Street, Melbourne and Mornington Peninsula Shire Council: Mornington Office, Queen Street, Mornington; Hastings Office, Marine Parade, Hastings and Rosebud Office, Besgrove Street, Rosebud.

Written submissions should be sent to: The Manager, Strategic Planning, Mornington Peninsula Shire Council, Private Bag 1000, Rosebud 3939 by the close of business on 2 March 2001.

LYNTON SHEDDEN  
Manager – Strategic Planning  
Mornington Peninsula Shire Council

**Planning and Environment Act 1987**  
**MELBOURNE PLANNING SCHEME**  
Notice of Amendment  
Amendment C40

The City of Melbourne has prepared Amendment C40 to the Melbourne Planning Scheme.

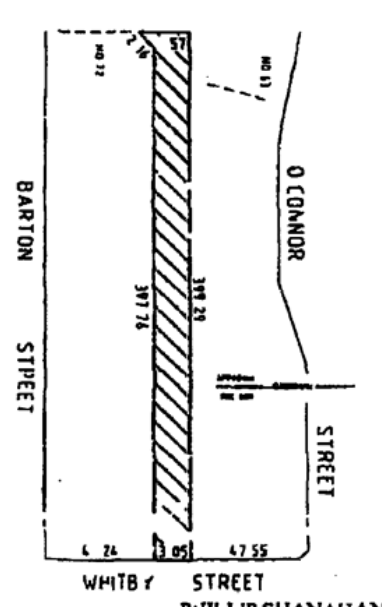
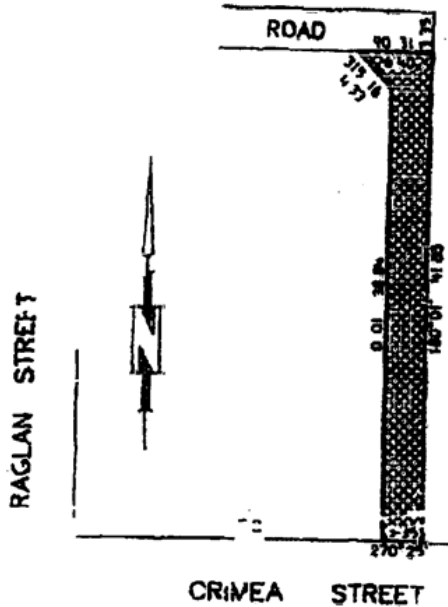
The Amendment applies to the following land: 235 Faraday Street, Carlton being 292 square metres of land, located on the south side of Faraday Street and part of a larger parcel of land owned by The Royal Women's Hospital, now known as the Women's and Children's Health. The site is occupied by a building previously used as the Carlton Moviehouse.

The Amendment proposes to: rezone the land from Public Use Zone 3 to Mixed Use Zone.

This Amendment is available for public inspection, free of charge, during office hours at

2750 G 47 23 November 2000

Victoria Government Gazette



ANDREW NEWTON  
Chief Executive Officer

PHILLIP SHANAHAN  
Chief Executive Officer

DAREBIN CITY COUNCIL  
Road Discontinuance

Pursuant to Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989 the Darebin City Council at its ordinary meeting held on 18 September 2000 formed the opinion that the road at the rear of 23 to 63 O Connor Street 38 to 72 Barton Street and adjacent to 1 Whitby Street Reservoir and shown by hatching on the plan below is not reasonably required as a road for public use and resolved to discontinue the road and to sell the land from the road by private treaty to the abutting property owners

The road is to be sold subject to the right power or interest held by Yarra Valley Water Limited in the road in connection with any sewers drains or pipes under the control of that authority in or near the road

Library Local Law

Notice is hereby given that on 12 September 2000 Campaspe Shire Council resolved its intention to make local law number 6 entitled Library Services Local Law

The purpose of the proposed local law is as follows -

- To provide for the administration of Councils powers and functions
- To ensure the delivery of high quality library services to the community
- To assist in the management of library services to the community

The general purport of the local law is -

- Regulation of Library Services
- Fees and charges
- Enforcement and penalties

**8.5 ASSISTANCE FOR RESERVOIR TRADERS****Author:** Coordinator Major Transport and Place Project**Reviewed By:** Chief Executive Officer

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**EXECUTIVE SUMMARY**

This report responds to the Council resolution of 6 November 2019, to provide options on rate relief and an intensive marketing program for the Reservoir Traders to add activity and vibrancy to the centre during and after the period of disruption.

Darebin City Council has existing provisions to assist Rate payers who are experiencing difficulties in paying Rate instalments on time. These provisions offer extensions of time rather than extending to providing rate relief via a Rates waiver or Rate rebate.

In response to the disruption caused by the removal of the level crossing at Reservoir (LXRP), Council has developed and delivered an intensive marketing and events program which has resulted in higher levels of customer awareness and visitation of the centre.

This report outlines marketing activities planned to support businesses during and after the LXRP works to continue to encourage customers to shop local, visit the area and to enable businesses to leverage the opportunity created by the re-opening of the intersection.

This report also outlines how officers are seeking to leverage this intensive marketing push to support traders on the Broadway side of the centre to formalise their activities into a traders association that can continue to deliver marketing activities and events on an ongoing basis.

This report recommends endorsement of various support packages and initiatives planned to improve both the resilience of the centre during works and the revitalisation of the centre post construction activity. The report also provides rates assistance options in accordance with current policy, where the ratepayer can demonstrate short term financial difficulties.

**Recommendation****That Council:**

- (1) Exercises the existing financial hardship policy provisions and encourages Reservoir Traders affected by the Reservoir level crossing removal project to seek payment arrangement assistance, where the ratepayer can demonstrate short term financial difficulties resulting from business disruption. Penalty interest will apply.
  - (2) Encourages affected ratepayers to participate in the ongoing intensive marketing program.
- 

**BACKGROUND / KEY INFORMATION**

Council has long advocated to the State Government to minimise disruption and support traders during the level crossing removal at Reservoir, and for the design of the new station and public areas to be done in a way that strengthen the local economy in the long run. This project is a once in a generation opportunity to transform Reservoir.

Because this is a big construction project that cannot avoid some level of disruption, supporting businesses and traders in Reservoir has been a major focus of Council's work over the last 18 months.

In 2018-19, Council set up a dedicated team to support businesses and advocate to the State Government. Council's team has advocated for practical promotions and support for businesses to help them through the disruption associated with this major construction project.

### **State government construction project timing and disruption**

The most significant disruption in the centre started on 19 August 2019 when the main junction intersection was closed which stopped east – west vehicle movement and in Broadway and Edwardes Street. The State Government has advised that the intersection is expected to open by late December. Prior to the crossing closure there were an estimated 36,000 vehicles traveling through the intersection each day, following the closure to the intersection the travel time in a north south direction was estimated to add an additional 15 minutes during peak, travel time data places the actual impacts around an additional 8 - 10 minutes. The reduced impacts on north south travel time is considered to be a result of modified vehicle commuter behaviour and improvements in traffic flow through the removal of the west movement. When the intersection is re-opened to traffic, it is expected that improved east west connectivity will be provided through the removal of the level crossing and enhanced pedestrian and cycle options.

### Some works have been taking place in the centre since late 2018

- The State Government started early works towards removing the Level Crossing at Reservoir in December 2018.
- In January 2019 the commuter car park at Reservoir station was closed and the bus interchange at Reservoir Station was closed on 27 January 2019. Temporary bus stop relocations were established on Broadway, High Street, Spring Street and Cheddar Road. Council adjusted timed parking in the activity centre to ensure that even though some parking had closed, that customer parking was available close to shops.
- In May the High Street southbound left-turn movement across the intersection was closed and replaced with a u turn manoeuvre.

HIGH STREET, RESERVOIR WORKS AND DISRUPTION PLAN														
	2018	2019												2020
	Dec	Jan	Feb	Marc	April	May	June	July	Augu	Sept	Oct	Nov	Dec	Jan - May
Site Establishments														
Utilities and mobilization														
Bus stop relocations to Broadway, High St, Spring St														
Commuter Car Park Closure														
Council Parking Changes														
Early Works														
Weekend Rail Closure, 23 & 24 March 2019														
Regent Car Park open														
6 Day Rail Closure, 3 - 9 April 2019														
Station demolition, Platform work, Install rail safety														
Piling Works														
Weekend Rail Closure, 18 to 22 July 2019														
Major Intersection Closure														
Rail Closure														
Precinct, landscaping, de-mobilisation														
Approximate timeline for Reservoir Grade Separation works. Dates subject to change														

**Council program of support for business and promotions**

Since December 2018, Council has been running intensive programs to support businesses located on Broadway, Edwardes, Spring and High Streets during the period of disruption including:

- A dedicated Business Engagement Officer has provided practical support to businesses, listening and actioning requests on behalf of businesses and arranging programs and events.

Council is running a successful social media campaign ‘#LoveRezza’ that started in early 2019 and has been building since then to promote and support businesses within the activity centre, key posts can be found in the attachment #LoveRezza posts (**Appendix A**). The campaign has reached over 60,000 people on social media platforms and is designed to be shared by businesses and their customers, friends and family. A range of promotions have been shared including shareable videos of local business owners talking about why they love Reservoir and what their business offers the local community.

Council has provided a range of support and materials to help businesses inspire their customers to shop local such as in-shop promotions and parking maps to businesses to provide to their customers.

- Events within the activity centre to bring in customers and assist in creating a stronger, more connected and vibrant commercial precinct, including at Easter school holidays and Halloween.
- Encouraging Council staff to visit and support Reservoir Activity Centre during the disruption.
- Installed for free efficient LED lights in around 20% of business as part of the Light\$mart programs. This equates to savings of over \$8,000 saved by these businesses per year and an average of \$300 for each business annually.

- Work to ensure that car parking is available to customers including both adjusting parking restrictions to match customer needs and supporting parking patrols to ensure that customer spaces are not being taken up by construction vehicles.
- Free sessions with the Small Business mentoring service have been offered to all businesses and businesses have all been invited to marketing workshops for businesses.
- Advocacy for changes to LXP project management to minimise disruption. Changes Council has successfully advocated for include that:
  - The pedestrian link between Broadway and Edwardes Street will stay open right through construction.
  - Parking for construction staff is away from customer parking needs.
  - More works are scheduled to occur off peak and during the night to minimise disruption on business.
  - Electronic signs used on the streets reiterate that businesses on Broadway and Edwardes Street are open.
  - Changes to bus stops prioritised retention of parking including securing a solution that retained 24 car spaces on Broadway for customers

### **State government support for businesses and community engagement and communications**

The State Government's LXP has a dedicated engagement and communications team for Reservoir, to support businesses. Support has been provided in the following ways:

- As part of the information sharing of significant disruptions businesses are door knocked and provided information sheets in advance of disruptions
- Signage for pedestrians to encourage shopping on both sides of the activity strip with additional signage and infographics
- Traffic diversion electronic signage boards include messaging that Edwardes Street Broadway shops are open.
- Free gift with purchase promotion for Broadway traders following the left turn closure of the High Street intersection ran through June to July 2019. Customers within Broadway participating shops who spent a minimum of \$10 received a free reusable cup, over 250 cups were distributed.
- Shop and win campaign running through September and October. Customers who spent \$10 and entered into a regular prize draw with a grand prize of \$1,000, there were over 10,000 an exceptionally high uptake when compared to other campaigns held by LXP for other suburban level crossing removals.
- Trader directory 'Open the door to Reservoir' distributed to residential properties throughout Reservoir in August 2019, the promotion contained incentives to shop local, parking maps and details about businesses offer within the area.

### Call for support for traders

Council is calling on the State Government to provide an assistance package to support businesses and the Mayor wrote to the Victorian Premier formally requesting a support package. Council has not yet received a response. The letter is attached in full (**Appendix B**), and said in part:

*"Council, at its meeting on 6 November 2019, resolved that I reiterate my call urging you to provide an assistance package to support High Street, Spring Street, Edwardes*

*Street and Broadway Traders in Reservoir as a result of the rail crossing removal works.*

*Council believes this assistance could take the form of:*

- Rent relief, on a demonstrated needs basis, or*
- Marketing assistance and business support for the precinct, aimed at reinvigorating the precinct once the project is complete in 2020."*

### **Previous Council Resolutions**

4 April 2016 Council resolved (in part):

*"That Council:*

- 1. Note the work underway through the 'Darebin Connect' project to maximise the public and community benefits from the level crossing removal projects at Grange Rd, Fairfield, Bell St, Preston and High St, Reservoir and to investigate the feasibility of additional grade separations along the South Morang rail corridor in Darebin and alternative funding sources to be considered by the Government for the City of Darebin."*

20 June 2016 Council resolved:

*"That Council:*

- 1. Note the contents of this Council Report and the consultations undertaken to prepare the three Urban Design Principle Reports attached as **Appendix A** to this report."*
- 2. "Endorse these Principles (Appendix A) to guide Council's negotiations with the Level Crossing Removal Authority and State Government agencies so as to achieve the most beneficial outcomes for the community; and*
- 3. "Note that Officers will continue to engage proactively with the Level Crossing Removal Authority throughout their consultation and planning around these three sites in order to maximise community benefits."*

3 April 2017 Council resolved to support an elevated rail solution and advocate for additional level crossing removals at Murray Road and Cramer Street, Preston. Parts of the resolution relevant to Reservoir read as follows:

*"That Council:*

- 1. Welcomes and commends the Victorian Government for its commitment to remove level crossings at Grange Road (Alphington), Bell Street (Preston) and High Street (Reservoir) through grade separation."*
- 2. "Confirms its strong support for these grade separations, and notes that it undertook its own research to determine what else could be done to maximise the positive outcomes for our community."*
- 3. "Recognises that transport infrastructure must be planned and built in the public interest transparent, evidence based, accountable and participatory planning processes".*
- 4. "Notes that grade separation projects are intergenerational projects that must meet the needs of existing and future communities."*
- 5. "Notes that it has a stakeholder and advisory role in these projects only, and that the removal of level crossings is a State Government led project."*



At its Council meeting on 23 September 2019, Council resolved to:

*“That Council write to the Premier and Minister for Transport Infrastructure urging them to provide an assistance package to support High Street, Spring Street, Edwardes Street and Broadway Traders in Reservoir as a result of the Rail Crossing removal works.”*

At its Council Meeting on the 14 October 2019 Council resolved:

*“That Council:*

- 1. “Notes the enormous trading impact the rail crossing construction works are having on traders.”*
- 2. “Receives an urgent report at the next Council meeting on the 6th November 2019 detailing what further material support and advocacy assistance Council can provide the traders of Broadway, Edwardes Street and High Street to help them through the construction phase of the rail crossing removal.”*

At its Council Meeting on 6 November 2019 Council resolved:

*“That Council:*

- 1. Reiterates its call to the Premier and Minister for Transport Infrastructure urging them to provide an assistance package to support High Street, Spring Street, Edwardes Street and Broadway Traders in Reservoir as a result of the Rail Crossing removal works.*
- 2. Notes the substantial program of promotions and business support activities scheduled in the months ahead which Council has prepared to help during this period.*
- 3. Offers additional support to all businesses in the Reservoir centre including:*
  - a) Running a special street trading event one day for each of the four weeks to Christmas, that would give businesses on Edwardes St and Broadway business precincts in the Reservoir Activity Centre the opportunity trade on the footpath during this period. Footpath trading fees would be waived.*
  - b) Offering free participation in Council’s LED light saver program which saves businesses on power costs.*
  - c) On-site business mentoring – recognising that many businesses struggle to leave their business to attend mentoring sessions, mentoring will be made available on site at the business. All mentoring services would be supported with translation if needed.*
- 4. Writes to the local catchment of residents encouraging them to support local businesses during this time and promoting events and activities in the Centre. This will be part of the #LoveRezza campaign and will be accessible in multiple languages.*
- 5. Council receives a further report from Officers at the next meeting about options for rate relief and a marketing kickstart program for the Reservoir Traders.”*

## **COMMUNICATIONS AND ENGAGEMENT**

### **Consultation**

Council has a dedicated Business Engagement Officer that has worked in the Reservoir area since December 2018. This officer regularly speaks to all businesses within the activity centre, checking in with them and providing updates on important information and support initiatives. The program of promotions and support has been developed with feedback from the local businesses.

Council officers have also been participating in a local Community Reference Group (CRG) that the state government has set up. This includes key community, trader and stakeholder representatives and provides another opportunity for council to hear from traders and community and to also advocate to the LXR for support for traders and promotions to attract visitors to the area.

### **Communications**

Since the Council resolution of 6 November 2019, Council has intensified its communication through various means including social media and face to face interactions with businesses and key stakeholders. Equally important has been the need to review strategic communications approach including methods to improve collaboration and mobilisation of the businesses to support the initiatives planned by Council and work with businesses to help them deliver value for their customers and to grow customer loyalty, locally.

We know that customers relationships with businesses builds customer loyalty and customer loyalty is vital to the success and financial sustainability of the business. Council continues to advocate to State Government to improve their program of promotions and support, and through its own activities boosted the reach and effectiveness of these initiatives.

Council intensified communication efforts with the community is occurring through Council's engagement officer, our Place Manager, online and through social media. Stakeholder consultation and engagement has been imperative in informing the project and in developing positive relationships with both internal and external stakeholders and building momentum toward the planned events in the lead up to Christmas. Letters will be delivered to 7000 homes surrounding the Reservoir Activity Centre to promote the centre and encourage local residents to support their local shops. These key messages were translated into 12 languages.

In addition, Council staff in recent weeks have visited the Reservoir Activity Centre to inform businesses about the Street Trading days in December, free onsite tailored business mentoring, digital workshops and offered the Light\$mart program.

#### **Internal Stakeholders include:**

- City Design
- Climate Emergency and Sustainable Transport
- Economic Development
- Creative Cultures
- Procurement
- Local Laws
- City Futures
- Parks and Open Space
- Customer Service
- Building Services
- Finance

#### **External Stakeholder Consultations include:**

- Level Crossing Removal and North West Program Alliance
- Traffic Liaison Group Meetings

- Weekly Trader Engagements
- Hosting joint Weekly LXP Pop Ups at the Reservoir Learning and Activity Centre
- Fortnightly meetings with LXP and Trader Associations
- Community Reference Group
- General Community
- Local stakeholders through regular direct engagement with Council staff.

### **Rate Notices**

Council has also distributed the second instalment rate notice with payment due by 30 November 2019. Reservoir traders who are experiencing short term difficulties resulting from the level crossing removal will be invited to contact customer service for assistance via Councils engagement officer, online and through social media.

### **ANALYSIS**

#### **Alignment to Council Plan / Council policy**

This item relates to the Council Action Plan 2017 – 2021 under:

##### *Goal 3 - A liveable city*

*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.*

*3.2 Help minimise the disruption caused by development – Advocate to the State Government to minimise disruption associated with the Level Crossing Removals and assist the community and local business to plan for and manage disruption associated with construction activity in Preston and Reservoir.*

#### **Environmental Sustainability Considerations**

Council's program to help support traders during this period of disruption does not have a material impact on sustainability. Opportunities to improve sustainability at the same time as supporting traders have been considered and incorporated. The Light\$mart program where businesses can change lights to efficient LED lights has both a financial benefit to businesses and environmental benefit.

##### Climate Emergency

Council's program to help support traders during this period of disruption does not have a material impact on climate emergency. Removal of the Level Crossing and the station improvements are expected to improve public transport and make cycling and walking in the area easier and therefore minimise carbon emissions.

#### **Equity, Inclusion and Wellbeing Considerations**

An important part of Council's advocacy has been to ensure that even during disruption, this centre is aged friendly and accessible walkers and wheelers in the community. Seating has been provided at bus stops, and Council has been working with the LXP to provide suitable locations for disabled bus services while the train line is down and advocating for the pedestrian intersection and paths to provide a continuous accessible path of travel.

The program to support the local business community is designed to support traders during a time which can be challenging. As well as practical support, the approach taken has been designed to demonstrate care and provide face to face contact points. Programs, including the #LoveRezza campaign have also been specifically designed for help business work with their customers, which can also help build resilience and loyalty not just for the business, but also for the individuals involved.

More broadly Council continues to collaborate effectively with the Reservoir Police on issues of public safety, anti-social behaviour and crime that may adversely impact on public perceptions about the centre.

The objective of this offer of assistance is to ensure the ratepayers are treated in a consistent, equitable and confidential manner.

### **Cultural Considerations**

Council's program of support for businesses has been designed to reach diverse traders. While businesses in Reservoir have diverse backgrounds, most business operators are also somewhat proficient speaking in English. Written materials are less effective as small business owners are often time poor, which is why Council has regular visits to all the businesses face to face.

In promotions activities, visual communications, and methods to make sure community can access information in their own language are used, as required.

### **Economic Development Considerations**

Within the project area comprising Broadway, Edwardes, Spring and High Streets there are approximately 220 mostly small businesses. Small businesses contribute to the local community and economy as a local employer. This report suggests that the Broadway precinct would increase the level of benefit achieved through marketing and promotion if this was undertaken in a more coordinated way through a business association similar to that which serves the Edwardes Street precinct.

The improved amenity and major investment in the heart of Reservoir Activity Centre provides the opportunity to reinvigorate the centre as a whole and provides an opportunity for businesses to work pro-actively to engage new commuters and visitors to the centre.

### **Financial and Resource Implications**

Council has allocated a budget of \$750,000 for its work relating to level crossing removals in the 2019-20 year. This budget is designed to cover work at both the Reservoir level crossing removal, which is in construction phase in 2019-20 and the four removals in Preston. The budget funds a team to:

- Advocate to the state government to run programs that help local business and communities during disruption.
- Also provide further promotional and other support activities for traders to help them during the period of disruption
- Advocate to the state government for good design of the station and the new public spaces
- Help attract customers to the areas

The Council programs outlined in this report are funded by this budget. The recommended additional support would also be funded by this budget.

The rates assistance options proposed in this report are consistent with existing Council policy. Currently there are only a small number of impacted ratepayers who have yet to make the first instalment payment. The second instalment payment is due on 30 November 2019.

The rates assistance measures proposed as part of this report will have minimal impact on the broader budget of Council.

Funding for any activities included in this report past June 2020 will be subject to Council's finalisation of the 2020-21 Budget.

### **Legal and Risk Implications**

There are no significant legal or risk implications that arise from Council's program to support traders during this period.

### **DISCUSSION**

This report addresses the rate relief options followed by a section which outlines Council's planned intensive marketing program.

#### Rate Relief

Council is limited in the provision of rates assistance to ratepayers via the 'Rates Hardship Policy'. The policy provides a framework to provide financial relief to individual ratepayers experiencing difficulty with meeting their rate payment obligations due to financial hardship. The policy is currently limited to the application of residential ratepayers.

The policy specifically prevents Council from waiving in whole or part any rate, levy, special rate or special charge. This is to ensure that financial hardship assistance offered to one ratepayer or group of ratepayers does not adversely impact on other ratepayers through a higher rating burden being applied to raise the same level of rates revenue.

The policy provides flexibility for the deferment of rate payments for residential ratepayers; however, this is limited to apply in long term cases of financial hardship. Payment of rates and charges are deferred until such time as the ratepayer's circumstances change or the property is sold or transferred to another owner. In this case the Reservoir traders are not residential ratepayers nor are they owners of the property in all instances where the owner has ultimate responsibility for payment of rates.

The Rate Hardship Policy also provides flexibility for waiver of interest on overdue rates and charges where there may be an administrative issue or error, compassionate grounds for doing so or on basis of financial hardship. Ratepayers may have interest or part interest waived where they have demonstrated that the payment of such interest would cause severe financial hardship. Applications for waiver of interest must be in writing and would be assessed on an individual basis. The application of this policy instrument requires officers to prove severe Financial hardship exists. Whilst officers have experience in working through the evidence for residential ratepayers, it is beyond the capacity of officers to provide appropriate validation of hardship for businesses.

The proposed rates assistance options comply with existing Council policy provisions and are recommended to Council for assisting the Reservoir traders.

Changing the policy to provide additional flexibility for rates assistance is not recommended without considering broader rating issues. Council has an obligation to the principals of fairness and equity to ensure assistance offered to one ratepayer or group of ratepayers

does not adversely impact on other ratepayers through a higher rating burden being applied to raise the same level of rates revenue.

Policy changes to include targeted rates assistance requires Council to:

- Provide clear purpose
- Define the ratepayers for targeted assistance - property owner or occupier, property type and location
- Define rates assistance measures to be offered both in size and scope
- Define eligibility criteria i.e. severe financial hardship

It is not recommended to change policy without the financial consequences of any changes being communicated through the annual budget process. Policy changes including Rate rebates or Rate waivers offered to one ratepayer or group of ratepayers would require community engagement (LG Act s223 process) and form part of the annualised context of the Annual Budget process and statutory requirements.

In addition to the statutory requirement, officers are recommending that current practice continues for the following reasons:

- a) The property owner (as the ratepayer in some cases) may not pass on the financial benefit of any rates assistance to the occupier.
- b) There is no ability or authority from Council to access the financial position of impacted businesses and determine if the business is experiencing financial hardship.
- c) The majority of ratepayers have paid the first instalment of 2019-20 rates.
- d) Another Melbourne-based Council has previously offered similar rates assistance with a low level of take-up from small businesses affected by level crossing removal.
- e) Avoids setting a precedent relative to other ratepayers experiencing difficulties.

#### Intensive Marketing Program

The LXP works in Reservoir will bring long term benefits to the centre but represent a significant period of construction, disruption and uncertainty whilst they are delivered. Anticipating this, Council has developed and implemented an intensive program of support for local businesses.

The business support program has sought to:

- Ensure we understand how the disruption is being experienced by individual businesses and negotiate with the LXP about minimising the impacts wherever possible
- Inspire customers to continue to support their local businesses through intensive marketing campaigns
- Deliver a program of events and activities that bring people to the centre

There is a detailed program of work planned throughout the disruption period. The activities delivered through to Christmas 2019 were outlined in the report to Council on 2 November 2019 and included events, individual business support, social media campaigns and advocacy.

Marketing activities planned for the next phase have been designed to:

Marketing activities planned for the next phase have been designed to:

- Respond to both the schedule of disruption and seasonal patterns of retail visitation
- Attract new visitors to the centre
- Build long term loyalty and repeat customers
- Build business capability at attracting visitors into their businesses so they become customers
- Help businesses become resilient during any rebuilding period, including building capability at managing costs and cashflow for example.

The program consists of the following:

*Place making activities to increase visibility and visitation to the Centre*

- Building on the successful Rezza+Voir Laneways activation, – Chapter 2. The project artist worked with residents from the East Reservoir Strathmerton Street apartments to create a series of stunning handmade garden portraits displayed as an outdoor gallery. The work aims to brighten people's experience through the laneways and encourage a connection with the plants in people's daily lives. This chapter will be available until early 2020.
- The Gallery on Broadway showcases the faces and personalities of Reservoir's diverse local traders, and the 'Active Spaces' program which profiles local artists and creative businesses beautify the precinct. These programs will to continue to be promoted to draw visitors and build community support.
- New planter boxes crafted by a local community organisation will be offered to businesses in Broadway to assist in beautifying the street, increasing greenery and attracting visitors.
- Council will develop a further campaign to inspire people to shop local once the station is reopened in January. This will include the distribution of the popular Oslo Davis cloth bags and complement the ongoing social media campaign.

*Shopfront improvement activities including visual merchandising and training.*

- Council will engage a visual merchandising consultant to work with businesses to make their shopfronts more appealing and eye-catching. This model will identify quick win (low cost) improvements that can be undertaken by the shop owners.

*Promotional opportunities*

- The #LoveRezza social media campaign will continue to run and build momentum through until at least mid - 2020. This campaign is a key focus because it achieves a number of things: it attracts people to the centre, helps build loyalty, and can help convert visitors to customers. It is designed to be a campaign that Council and traders use and promote to reach customers and community and it includes frequent snap and win incentives. A range of Council communication channels are being used to promote the #LoveRezza campaign, with information online, articles in Council's newsletter.
- Promotion of videos promoting local businesses play an important role in building connection between community and local businesses and as a result this fosters long term loyalty.
- Council will work with representatives of formal and informal trader's groups including collaborating with the trader's association, who also run their own marketing activities. Council's work will include boosting the trader's association's efforts through using Council's promotional channels.

*Additional marketing training in the way of workshops and activities*

- In 2019 Council delivered marketing and digital marketing workshops and provided digital one on one mentoring to all businesses. Council will continue to regularly visit all business within Edwardes Street and Broadway and help to match them with available training and normal council services, and to assist as needed and ensure that council understands their needs. Additional

*A customer loyalty program for Reservoir.*

- Council will deliver 'how to increase customer loyalty' workshops. These workshops will work with businesses to help identify key drivers in customer retention and satisfaction, to deliver customer experiences which results in recommendations and repeat businesses.

The table below outlines the marketing and place making activity program and expected delivery dates.

**Table 1: The business and marketing support program for Reservoir**

Activity	Commence	Finish
Rezza +Voir Laneways	December	March
Gallery on Broadway	December	March
Pledge local event (2) with Oslo Bags	January	March
Visual Merchandising	February	June
Customer Loyalty Program	March	July
Long lunch to celebrate the opening of the plaza (subject to budget approval)		To be advised
Active Spaces	ongoing	
#loverezza	ongoing	
Marketing workshops	ongoing as part of Economic Development program	

Additional support for the centre will continue during 2020 including:

- Additional cleaning of streets and furniture during the day (as well as the normal night-time cleaning)
- Continuation of regular parking patrols to ensure that customer spaces are available
- Care for recently planted gardens and trees in the area

### Impacts of Council Marketing Activities to Date

Many businesses have welcomed Council's intensive marketing activities and their support in minimising disruption throughout the construction period.

Feedback from businesses on street trading has included:

"an amazing opportunity to showcase products and bring community together in a fun and engaging way"

"Street Trading days is a fantastic idea for all Rezza traders and especially kids on Broadway to show off our beautiful collections"

"It's a great opportunity to connect with the broader community to be able to showcase our Christmas wares and attract new clientele"



“street trading dates are a great opportunity”

Council conducted pedestrian counts in October 2019, during disruptions for the intersection over 3 days. Results indicate pedestrian movement within the Broadway side had increased compared to historical data, for the same location. This may be partly attributed to relocation of bus stops.

On the Halloween event 31 October 2019 supported by Darebin City Council, LXP and the Reservoir Traders Association increased pedestrian flows were observed throughout the precinct and the east west crossing through the intersection.

## OPTIONS FOR CONSIDERATION

### Options for rate relief

#### Option 1 – Recommended

That Council exercises the existing financial hardship policy provisions and encourages Reservoir Traders affected by the Reservoir level crossing project to seek payment arrangement assistance, where the ratepayer can demonstrate short term financial difficulties resulting from business disruption. Penalty interest will apply.

Ratepayers will also be encouraged to participate in the ongoing intensive marketing program.

This option is recommended for the following reasons:

- a) The property owner (as the ratepayer in some cases) may not pass on the financial benefit of any rates assistance to the occupier.
- b) There is no ability or authority from Council to access the financial position of impacted businesses and determine if the business is experiencing financial hardship.
- c) The majority of ratepayers have paid the first instalment of 2019-20 rates.
- d) Another Melbourne-based Council has previously offered similar rates assistance with a low level of take-up from small businesses affected by level crossing removal.
- e) Avoids setting a precedent relative to other ratepayers experiencing difficulties.

#### Option 2 – Not recommended

Council supports the provision of Rates assistance to include:

A thirty-day (30) extension if requested by the Trader, for payment of the Instalment notice due 30 November 2019 with no penalty interest being calculated.

Ratepayers will also be encouraged to participate in the ongoing intensive marketing program.

#### Option 3 - Not recommended

Council to provide a one-off sixty- two (62) day extension, if requested, for payment of the instalment notice due on 30 November 2019, with penalty interest to apply.

Ratepayers will also be encouraged to participate in the ongoing intensive marketing program.

This option extends further time for payment of instalment for the impacted business and does not require the ratepayer to prove financial hardship. Council officers are not trained to assess financial hardship for businesses affected by the level crossing removal project. Furthermore, this assistance may be criticised for advantaging business ratepayers as a priority over other ratepayers.

### **IMPLEMENTATION STRATEGY**

If Council adopts the recommendation officers would implement the activities as outlined in this report including:

- Engage with impacted traders advising them of rate assistance.
- Advise all traders about Council's initiatives and encouraging them to access those that will be of benefit to them;
- Deliver the future planned activities for 2020;
- Continue with all scheduled activities as outlined in this report.
- Continue to communicate with all businesses in the Reservoir Activity Centre about Council's decisions and continued support.
- Arrange communications as needed to run the events and activities outlined in this report.

### **RELATED DOCUMENTS**

- Reservoir Structure Plan 2012
- Reservoir Identity Study 2014

### **Attachments**

- Reservoir Traders - Council Promotions (**Appendix A**)
- Letter to Premier Daniel Andrews - 6 November Council Resolution (**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.



Appendix A – Level Crossing Removal Reservoir – Council Promotion

Darebin City Council  
ABN 75 815 980 522

#LoveRezza posts

**Darebin City Council**  
24 March at 23:09

Were you at The Darebin Community and Kite Festival yesterday? Did you get your hands on a Reservoir tote bag like these festival-goers? If so, be sure to use it to shop local in Reservoir! With the Level Crossing Removal works well underway, the coming months will see historic change in the heart of the suburb. Help us celebrate the changing face of Reservoir by sharing your photos old and new. Whether it's a photo of the local shops from decades ago, or a snap of you today enjoying a coffee in your favourite café – if it's in Rezza then we'd love to see it! Share your images on social media and tag #LoveRezza!

**Darebin City Council**  
Published by Hootsuite (?) - August 16 at 8:20 AM

Darebin Councillors paid a visit to the Level Crossing Removal Project site this week to check out the latest #ProgRezz - and there has been a lot! The High Street intersection will close from next Monday 19 August, for works to continue. For more information on the closure and detours that are in place visit: <https://levelcrossings.vic.gov.au/.../high-street,-reservoir-...>

Darebin businesses remain open during the closure, so keep shopping local. #LoveRezza

**3,269** People Reached  
**531** Engagements  
17  
5 Comments 2 Shares

**City of Darebin @CityofDarebin** · 16h

We're talking a walk down memory lane this afternoon. Check out this comparison of High Street Reservoir c1920-1954 vs High Street today. Thanks to @Library\_Vic for making this fantastic historic image available #LoveRezza

1 5



Darebin City Council  
ABN 75 815 980 522

### #LoveRezza posts examples





Darebin City Council  
ABN 75 815 980 522

#LoveRezza Business videos

**Darebin City Council**  
October 11 at 1:10 PM

**Love Rezza - Reservoir Spectacle**  
🎁 GIVEAWAY TIME! 🎁 Reser-VORE or Reser-VWAH? Even after almost 3 decades operating Reservoir Spectacles, Michael Wilson is still on the fence. However it's pronounced, Michael loves the suburb and all of the local 'characters' he has gotten to know over the years, and reckons 'you should come up to Reservoir, and check out some of the characters who run the shops.' To win a \$50 voucher to spend at a Reservoir business, tag a friend below and tell us why you #LoveRezza and let us know your favourite local businesses.  
👉 Don't forget to tag the businesses if they are on Facebook too! [See Less](#)

My name's Michael Wilson

**David Lange #LoveRezza**  
Reser -VORE for its mix of industrial and residential giving us great coffee amongst other things. My fav Beat Coffee. Local coffee house that roasts local.

Like · Reply · Message · 2w

**Anthony Morris** David Lange didn't know Beat existed. Thanks for the heads up.  
Like · Reply · Message · 2w

**Darebin City Council** Hi David Lange. Thanks for sharing your Rezza business recommendation. To ensure you're entry is eligible, please reply to this comment and tag a friend. Thanks!  
Like · Reply · 2w

**David Lange** Darebin City Council replied and tagged Leigh Mellington  
Like · Reply · Message · 1w

I own Lillypad Flowers

4,664 People Reached    533 Engagements    [Boost Post](#)

57    15 Comments    1 Share    2K Views

Like    Comment    Share

Most Relevant

Write a comment...

**Francesca Di Giulio** I can highly recommend them Jen Bt. They are always my go to.  
Like · Reply · Message · 3d

**Jen Bt** Thanks Fran! 😊  
Like · Reply · Message · 3d

Write a reply...

**Jen Bt** Anne Ryder we should check them out  
Like · Reply · Message · 4d

**Anne Ryder** Jen Bt maybe Friday?  
Like · Reply · Message · 4d

Write a reply...

**Miriam Esing** Lucinda lol I was just about to tag you in yhis  
Like · Reply · Message · 3d

Most Relevant is selected, so some comments may have been filtered out.  
Write a comment...

**Darebin City Council** · Follow

🎁 GIVEAWAY TIME 🎁 'All of the customers know each other and we know them, and eve...

and I've worked at Lady Bower in Reservoir for about a year and a half.

Like    Comment    Share    Chantelle Leigh, Sammy Pie and 24 others · 18 comments

Most relevant

Write a comment...

Press Enter to post.

**Jacinta Mckenna** I love to shop local in Reservoir because it's small, friendly and eclectic with great specialty food shops and beautiful cafes like the original Lady Bower 🍷  
Mathilde Martschinke  
Like · Reply · 4d



Darebin City Council  
ABN 75 815 980 522

## Marketing workshop



SMALL BUSINESS VICTORIA WORKSHOP

### MARKETING YOUR BUSINESS

HOW TO GET IT RIGHT

With the Reservoir Level Crossing Removal project underway, it is a great time to identify opportunities and plan your marketing activities for 2019 and beyond. This Council supported workshop is an essential part of your business tool kit.

27<sup>th</sup> March 2019, 2pm – 4.15pm

Reservoir Community & Learning Centre  
23 Edwardes St, Reservoir VIC 3073

\$20

<https://reservoirmarketingyourbusiness.eventbrite.com.au>

**Learn to:**

- Set marketing goals that work
- Choose the right activities for your business
- Use market research and maximise customer service
- Make the most of marketing processes and systems
- Develop an effective marketing action plan
- Attract and keep customers coming back
- Get your business noticed
- Maximise social media





Darebin City Council  
ABN 75 815 980 522

Easter Halloween Activity

**RESERVOIR**  
Supporting the Local Community

Visit any business shown in the map below and over the page to receive a sticker and some egg-citing treats!  
Collect at least five stickers on either map and go in the draw to win major prizes.  
To enter the draw, fill in your name and email over the page and return it to any Level Crossing Removal Project (LXRP) information booth.

**Edwardes Street**

1 All About Hair	8 Mink Style and Co
2 Offspring Cafe	9 Australia Laser and Skin Clinic
3 Calypso	10 Alnor Florist
4 Clayton & Me	11 Il Pasticcino
5 Folino Meats	12 Lakeside Bakery
6 Reservoir Newsagency	13 Bruno's
7 Sargent's Cakes	

**Spring Street**

14 Australian Hearing
15 Lillypad Florist
16 Oggi Menswear
17 Bakers Delight
18 Fish Hut
19 Crown Pizza

**EASTER EGG HUNT**

**BROADWAY**

1 Ray White	8 Prison Fellowship Opp Shop	15 Cafe Q Tee
2 Aaliyah Supermarket	9 Furat Foods	16 Nelson Alexander
3 Healthy India	10 Kids on Broadway	17 Broadway Newsagency
4 Akkar Pastry	11 Vision @ Broadway	18 Barber
5 My Chemist	12 Broadway Travel & Tours	19 Curves
6 Hocking Stuart	13 Anytime Fitness	20 Northside
7 Broadway Kebabs	14 Meowcare Opportunity Shop	21 Kumon

**Competition entry**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Proudly supported by the Level Crossing Removal Project and the Darebin City Council



raywhitereservoir • Follow  
Reservoir, Victoria, Australia

raywhitereservoir Thanks to all our fabulous (and spooky) trick or treaters that dropped by our office as part of @levelcrossings Halloween Event last night. 🎃👻 You all looked so amazing and definitely deserved all that candy! 🍬🍬 #raywhite #raywhitegroup #raywhitereservoir #realestate #realestatemelbourne #realestateaustralia #realestateau #realestateagent #realestateexperts #realestateaustralia #auction #halloween #levelcrossingremovalproject #loverezza #cityofdarebin #community #trickortreat #darebinCouncil

3w

20 likes

NOVEMBER 1

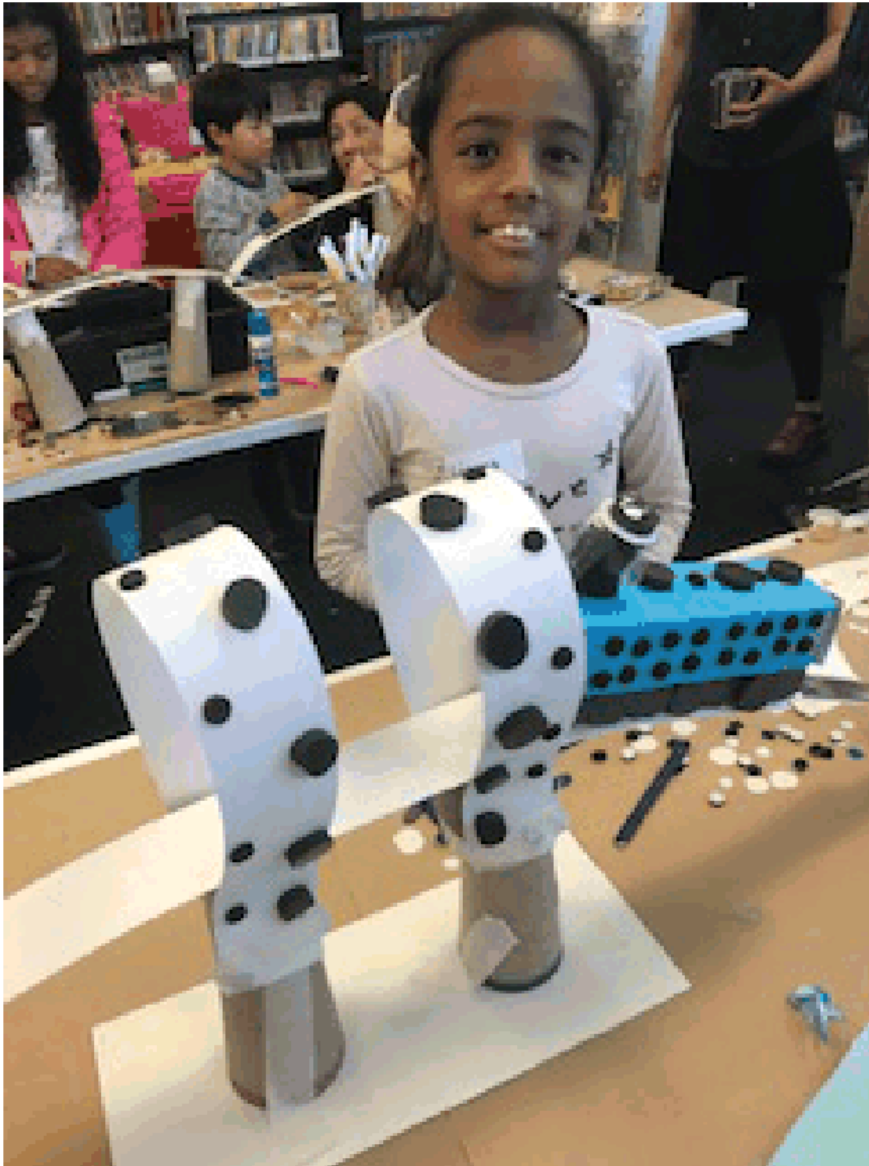
Add a comment...

Post



Darebin City Council  
ABN 75 815 980 522

**Build a train School Holiday event**







Darebin City Council  
ABN 75 815 980 522

**Gallery on Broadway – Paste Ups**





Darebin City Council  
ABN 75 815 980 522

**Gallery on Broadway – Paste Ups**





**Active Spaces on Broadway**

Darebin City Council  
ABN 75 815 980 522





Darebin City Council  
 ABN 75 815 980 522

Tote bag Oslo Davis

**Darebin City Council**  
 13 November at 13:01 · 🌐

**\*\*UPDATE:** Tote bags are all gone for today, but keep an eye on our social media for more chances to grab one!\*\* Come and get your free #LoveRezza tote bag this afternoon at Reservoir train station. Featuring an original design by Melbourne artist and illustrator Oslo Davis, they're the perfect way to help you shop locally AND plastic bag free this festive season. Don't miss out – see you at the station from 3.30pm! 🎁



👍👍👍 82      64 comments   19 shares

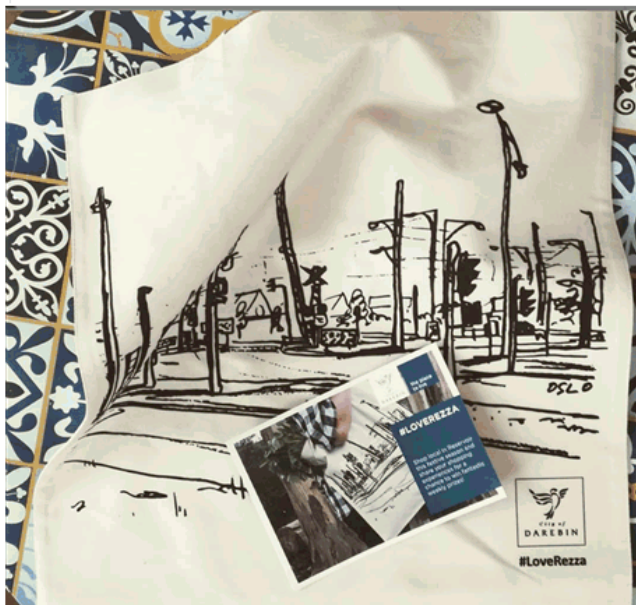
👍 Like    💬 Comment    ➦ Share

Most relevant ▾

**Sam Walsh** Love it  
 1w

**Campbell Wright** Have the bags run out?  
 1w

**Author**  
 Darebin City Council Campbell Wright we're all out of bags for today, but keep an eye on our social media for more chances to get one.  
 1w



**alea1808** · Follow  
 Melbourne, Victoria, Australia

**alea1808** Thank you Love Reza!!  
 #loverezza  
 #discoverdarebin  
 #darebincouncil  
 1w

19 likes  
 NOVEMBER 14



Darebin City Council  
ABN 75 815 980 522

**Electronic Signage corner of High and Gower Street**



OFFICE OF THE MAYOR AND COUNCILLORS  
T 03 8470 8407 | F 03 9261 4850



the place  
to live

Darebin City Council  
ABN 75 815 980 522

11 November 2019

In reply please quote reference:

**Ref: A5306876**

Office of the Premier  
1 Treasury Place  
Melbourne, Victoria  
Australia, 3002

Email: [daniel.andrews@parliament.vic.gov.au](mailto:daniel.andrews@parliament.vic.gov.au)

Dear Premier

**Re: High Street Reservoir Level Crossing Removal – Trader Assistance**

Further to my letter on the 25 September 2019, local Reservoir businesses at Reservoir are continuing to experience noticeable reductions in trade, since the closure of the High Street intersection. The recent announcement from your office on 23 October, about the crossing to be removed by Christmas and the intersection to be open for motorists is positive news to the community.

In the meantime, we remain concerned for our existing businesses who operate in an activity centre that has experienced very few business closures. We do however appreciate the recent visit by Judy O'Connell from the Victorian Small Business Commissioner to the Reservoir Activity Centre on 17 October and we hope this leads to meaningful help for local traders.

Council, at its meeting on 6 November 2019, resolved that I reiterate my call urging you to provide an assistance package to support High Street, Spring Street, Edwardes Street and Broadway Traders in Reservoir as a result of the rail crossing removal works.

Council believes this assistance could take the form of:

- Rent relief, on a demonstrated needs basis, or
- Marketing assistance and business support for the precinct, aimed at reinvigorating the precinct once the project is complete in 2020.

I look forward to your response and if you have any questions please do not hesitate to contact me or Rachel Ollivier, General Manager City Sustainability & Strategy on 8470 8637 or by email [rachel.ollivier@darebin.vic.gov.au](mailto:rachel.ollivier@darebin.vic.gov.au)

Your Sincerely

**Cr Susan Rennie**  
Mayor  
Darebin City Council

**Postal Address**  
PO Box 91  
Preston VIC 3072  
T 03 8470 8888  
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**8.6 BUNDOORA HOMESTEAD ART CENTRE BOARD OF MANAGEMENT ANNUAL REPORT 2018-2019**

**Author:** Manager Creative Culture and Arts

**Reviewed By:** Chief Executive Officer

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**EXECUTIVE SUMMARY**

The Bundoora Homestead Board of Management is a Special Committee established under section 86 of the *Local Government Act 1989*.

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.*

The Board's Annual Report for 2018/2019 is attached. **(Appendix B)**.

The Annual Report 2018/2019 outlines highlights, exhibitions, Darebin Art Collection acquisitions, outcomes, key statistics, financial overview and programming.

**HIGHLIGHTS**

- Visitation is steadily increasing following Council's 2017 decision to increase investment in cultural services delivered through the Bundoora Homestead Art Centre.
- Bundoora Homestead Art Centre has delivered several major public program initiatives in 2018/2019 which have been met with overwhelming enthusiasm and support from the Darebin community.
- Exhibition standards have increased and successful partnership have continued to be developed with like-minded organisations, artists and businesses.

<b>Recommendation</b>
-----------------------

**That** Council notes the Bundoora Homestead Board of Management Annual Report for 2018/2019 attached as **Appendix B**.

---

**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

The most recent Council resolution was on 25 February 2019:

*“That Council:*

- a) *Notes the Bundoora Homestead Board of Management Annual Reports for 2016/2017 and 2017/2018.*
- b) *Writes to the Board thanking them for their commitment and work over the past two financial years.”*

## COMMUNICATIONS AND ENGAGEMENT

### Consultation

Community consultation has been undertaken across 2018 -2019 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.

#### Climate Emergency

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 part 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 Art Centre is a key service of Council and budget resources are reflected in the 2018-2019 Council Budget and Annual Report. The Bundoora Homestead Board of Management has an oversight role to ensure implementation of the Five Year Operational Plan, adopted by Council in 2017.

### **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 required by its charter to make an annual report to Council a Section 86 Special Committee of the Local Government Act.
- Separately, a review of future governance options for Bundoora Homestead Board of Management is taking place. This will be the subject of a report to Council at an upcoming meeting.

## **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**

### **Details**

There is no implementation strategy required for the Annual Reports.

## **RELATED DOCUMENTS**

Not applicable

### **Attachments**

- Bundoora Homestead Art Centre Board of Management Charter (**Appendix A**)
- Bundoora Homestead Annual Report 18/19 (**Appendix B**)

**DISCLOSURE OF INTEREST**

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any direct or indirect interest in a matter to which the advice relates.

The Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.



**Bundoora  
Homestead  
Art Centre**

# BUNDOORA HOMESTEAD BOARD OF MANAGEMENT CHARTER

## 1 Purpose

- (1) A Special Committee appointed, pursuant to section 86 of the Local Government Act 1989, to manage the operation of Bundoora Homestead Art Centre.

## 2 Membership

- (1) Three Councillors, one Council Officer and a minimum of five and maximum of eleven external members.
- (2) The external members appointed by Council are to be natural persons with relevant skills, experience or expertise.
- (3) The external members are to be appointed for a two-year term with an option for a further two-year term at Council's discretion, the further term to expire at the conclusion of the Council term of office.
- (4) The members will nominate a Chairperson at the first meeting of each calendar year for a term of 12 months.
- (5) All Standing Committees of the Council are reviewed at a special meeting of the Council in November or December each year.

## 3 Quorum

- (1) Five Committee members.

## 4 Meeting Frequency

- (1) Quarterly, however additional meetings can be called if required.

## 5 Scope of Activity:

- (1) The objectives of the Committee are to:
  - (a) Ensure effective management of Bundoora Homestead Art Centre buildings and grounds as a heritage, cultural and recreation facility for the community.
  - (b) Provide an exhibition facility where high quality contemporary, fine and decorative art works can be displayed and studied.



## Bundoora Homestead Art Centre

- (c) Enable accessibility and foster an appreciation of the arts by all sections of the community.
  - (d) Celebrate through the Board's programs, the diverse cultures of the municipality of the City of Darebin.
  - (e) Enhance the position of the City of Darebin as a place proud to foster and assist with the appreciation and development of arts and cultural activities
  - (f) Facilitate and support community involvement in the program and operations of the Homestead.
  - (g) Seek to maximise funding from external sources and minimise recurrent expenditure contributions from the City of Darebin.
- (2) The responsibilities of the Committee are to:
- (a) Ensure the Centre operates within the Committee objectives and the Bundoora Homestead Art Centre Business Plan.
  - (b) Adopt policies and strategies for Bundoora Homestead Art Centre.
  - (c) Overview financial operations of the Centre.
  - (d) Explore and obtain external funding contributions to Bundoora Homestead Art Centre through grants, sponsorships, gifts and donations.

## 6 Reporting

- (1) The Committee will provide an annual report to Council on its activities for the year. Specific proposals for consideration will be separately reported to Council.
- (2) A report on the meetings and activities of Bundoora Homestead Board of Management is to be prepared for inclusion in Council's Annual Report.

## 7 Delegated Authority

- (1) Council's powers, duties and functions under the Local Government Act 1989 to manage the Bundoora Homestead Art Centre are delegated to the Committee.
- (2) The Committee is empowered to develop strategies and policies to meet its objects in accordance with the Council adopted business plan and budget.
- (3) The Committee shall not:
  - (a) Delegate any of the powers, duties of functions delegated to it.
  - (b) Borrow money.
  - (c) Enter into any contract for an amount not approved in a Budget endorsed by the Council.



# ANNUAL REPORT 2018/2019

A report of Bundoora Homestead Art Centre Board of Management



**Bundoora  
Homestead  
Art Centre**

## EXECUTIVE SUMMARY

The Board of Management have a strong vision for Bundoora Homestead Art Centre (BHAC) as a leader in contemporary art and heritage experiences that engage, excite and inspire our community. As we move into the next phase of our 5-year Business Plan, we are working hard to find the perfect balance for our cultural offering; between exceptional contemporary art, relevant interpretation of the local heritage, and opportunities for community members who see themselves as makers and doers.

The past year has been a momentous one for Bundoora Homestead Art Centre, with the delivery of several pioneering contemporary art exhibitions and public programs, including *Craft Lab+*, *Lucky?* and *Those Monuments Don't Know Us*. The response to these creative programs from visitors, participants and the media alike has been overwhelmingly positive and has provided great insight into the interests and needs of the Darebin community.

The 2018/2019 financial year also saw the delivery of our major heritage interpretation project outcomes; an enduring set of resources that capture the historical significance of the Homestead, including our Heritage Film Series, self-guided History Trail and education resources.

Visitor numbers have continued to increase, and exciting improvements to the visitor experience have been initiated, including upgrades to the reception area, kitchen, and signage at the Homestead.

I would like to thank my fellow Board members 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.

On behalf of the Board of Management I would acknowledge and thank all BHAC staff and volunteers for their contribution and commitment last year, in particular Ella Hughes and Leah Crossman. The Board of Management also thanks Darebin Council for its important on-going support.

I am looking forward to yet another inspiring and successful year at BHAC.

**JD Mittmann**

**Chair - Bundoora Homestead Art Centre Board of Management**

## 2018/2019 BOARD MEMBERS

Chair, Kirsten Matthews (to 5 December 2018)

Valentina Maxwell-Tansley

Chair, JD Mittmann (from 5 December 2018)

Kade McDonald

Councillor Tim Laurence

Lyndel Wischer

Councillor Gaetano Greco

Sue Thornton from 3 December 2018

Councillor Susanne Newton

Giovanna D'Abaco from 3 December 2018

Cathy Henderson

Angie Bedford from 3 December 2018

Janette Lewis

Peta Clancy from 3 December 2018

### **CITY OF DAREBIN**

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PO Box 91, Preston, Vic 3072  
T 8470 8888 F 8470 8877  
E [mailbox@darebin.vic.gov.au](mailto:mailbox@darebin.vic.gov.au)  
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## OPERATIONS PLAN

In December 2017 the Board finalised and adopted a new Operations Plan for Bundoora Homestead Art Centre. 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 2018/2019 financial year was the first full year in which BHAC implemented this new Operations Plan. This year has seen a significant period of consolidating resources and refining our offering to the community.

## 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 meet. A home for creative thinking, community participation and inventive contemporary arts practice, where artists and audiences 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.

## ARTISTIC EXCELLENCE, HERITAGE AND ENGAGEMENT

### LUCKY?

In November 2018 BHAC launched one of our biggest ever exhibitions titled *Lucky?* Co-curated by Bundoora Homestead’s curator Claire Watson and independent Chinese-Australian curator Sophia Cai. *Lucky?* was exhibited throughout all the Homestead galleries with large scale sculpture, photography and installation by leading Australian artists. The exhibition was launched by esteemed curator Lisa Slade from the Art Gallery of South Australia.

*Lucky?* explored the history and effects of goldmining and the pursuit of wealth in Australia. The selected works examined the ‘Australian dream’ of finding a better life in the context of cultural, racial and political inequalities. The exhibition brought together esteemed Indigenous Australian and Chinese Australian artists including Marlene Gilson, Jonathan Jones, Eugenia Lim, Danie Mellor, Raquel Ormella, and John Young.

### HERITAGE PROJECTS

On 29 November 2018 Bundoora Homestead hosted an afternoon tea to celebrate our *Heritage Interpretation* Project. The culmination of 3 years of collective hard work paid off as we unveiled the Bundoora Homestead Heritage Trail, a fantastic new resource for visitors wanting to learn more about the history of the building. Another key project outcome was the History film series celebrating and sharing the exceptional stories of Australian servicemen who were treated on site during the period that it operated as the Bundoora Repatriation Hospital.

The film series evolved from a public call for stories in 2016. People from across Victoria contacted us with memories, family stories and anecdotes about the Hospital era, those living or who grew up on the grounds while parents worked on site, social workers, nurses, sons and daughters, grandchildren and friends. These powerful films can now be viewed on the Bundoora Homestead Art Centre website:

<http://www.bundoorahomestead.com/heritage/>

*“I just wanted to tell you how much I appreciate and love what you are doing here; the Lucky? show and the history. It was fantastic, thank you!”*

**Visitor to ‘Lucky?’ exhibition**

*“I really enjoyed the growth of my understanding the longer I spent in the exhibition.*

**Visitor to ‘Healing Practices’ exhibition**

*“It was fantastic. The venue was perfect. The teacher was generous with her information and knowledge. The classes were well planned. The atmosphere was relaxed and I went home wanting to do more drawing.”*

**Participant in Life Drawing Classes**





BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

## PARTNERSHIPS

As outlined in the Operations Plan, the Board has committed to working in partnership with like-minded organisations, artists and businesses. This has resulted in several highly successful partnerships in 2018/2019:

- *Nimbus* – a weekly visual art studio for artists with disability. Nimbus is housed in a pop-up studio on the grounds of Bundoora Homestead as a partnership with Arts Access Victoria
- Charlotte Watson’s exhibition *All Our Secrets are the Same* and Betty Musgrove’s exhibition *I, of the Needle* presented in partnership with the *Melbourne Fringe Festival*
- History tours, led by our team, presented as part of the *Australian Heritage Festival*
- Children’s Art Workshops, presented as part of the National Gallery of Victoria’s *Kids on Tour* program
- *Turning the Page* exhibition, presented in partnership with Arts Access Victoria
- *Healing Practices* exhibition, presented in partnership with University of Melbourne
- *Dapper* group show curated by Angela Bailey, and Richard Harding’s exhibition *Pinkwashing: Spin Me Out!*, both of which were presented in partnership with the *Midsumma Festival*

## CRAFT LAB+

Craft Lab+ was an innovative project whereby people of all ages and abilities were given the opportunity to participate in artist-led maker sessions to create new craft-based artworks. Over the course of 10 weeks, a series of over 20 free craft workshops were delivered at Bundoora Homestead by craft practitioner Ramona Barry. The newly made craft pieces from these workshops were collected and installed in the Homestead galleries to create an ‘evolving’ exhibition. The project culminated in a closing celebration in which all the works that had been created were placed on display, including the tools made during the workshops such as brushes, looms, and more.

Participation in the craft workshops far exceeded expectations with more than three times the anticipated numbers attending (up to 50 people per workshop). Additional making spaces were set up in foyers, on the verandas and in the café. Artists with a disability participated in workshops through our partnership with Arts Access Victoria, and people travelled from across Victoria to attend the workshops (from as far away as Mildura).

*“What a fantastic idea! I hope it can please run again. Amazing, inspiring, welcoming, uplifting, supportive.”*

*“It was brilliant! I’m so incredibly grateful as it got me out of the house and engaged with like-minded people and learn new skills. I couldn’t have done it if there was a cost, due to disability and high medical costs. Heartfelt gratitude.”*

**Feedback from participants of Craft Lab+**



## BUSINESS SUSTAINABILITY

### KITCHEN UPGRADES

This year has seen the development and design of a new kitchen layout for the Bundoora Homestead Art Centre café. This work will result in the implementation of sophisticated commercial kitchen equipment, to replace the domestic-use equipment currently being utilised by our café staff. The positive impact of these equipment upgrades is likely to be significant in the type of service the café is able to offer our customers. It is anticipated that a more efficient and sophisticated customer service and food offering will be achieved with the installation of this new kitchen layout, and this will have wider-reaching positive outcomes for the overall visitor experience at Bundoora Homestead.

The first stages of this project are now complete, with the installation of a specialised ventilation system in early 2019. Additionally, measurements, plans and equipment lists have been finalised for the new kitchen. In the 2019/2020 year this equipment and infrastructure will be installed, and an electrical upgrade in the kitchen will occur, completing this comprehensive facility upgrade.

### THE MESS PUBLIC PROGRAMS SPACE

In March 2019 Bundoora Homestead trialled a new programming venture, converting of our existing gallery spaces – The Mess Gallery – into a dedicated public programs space for workshops, artist talks, creative clubs, and community-oriented venue hire events.

This trial was initiated in response to the overwhelming success of the Craft Lab+ suite of workshops (May-July 2018), and requests from gallery patrons for more frequent and diverse creative workshops that offered participants the opportunity to learn new skills, and to actively 'make' on site.

Since March 2019, utilising The Mess as a public programs space has allowed Bundoora Homestead to deliver and/or partner in an increased number of participatory classes and seminars for gallery visitors, including:

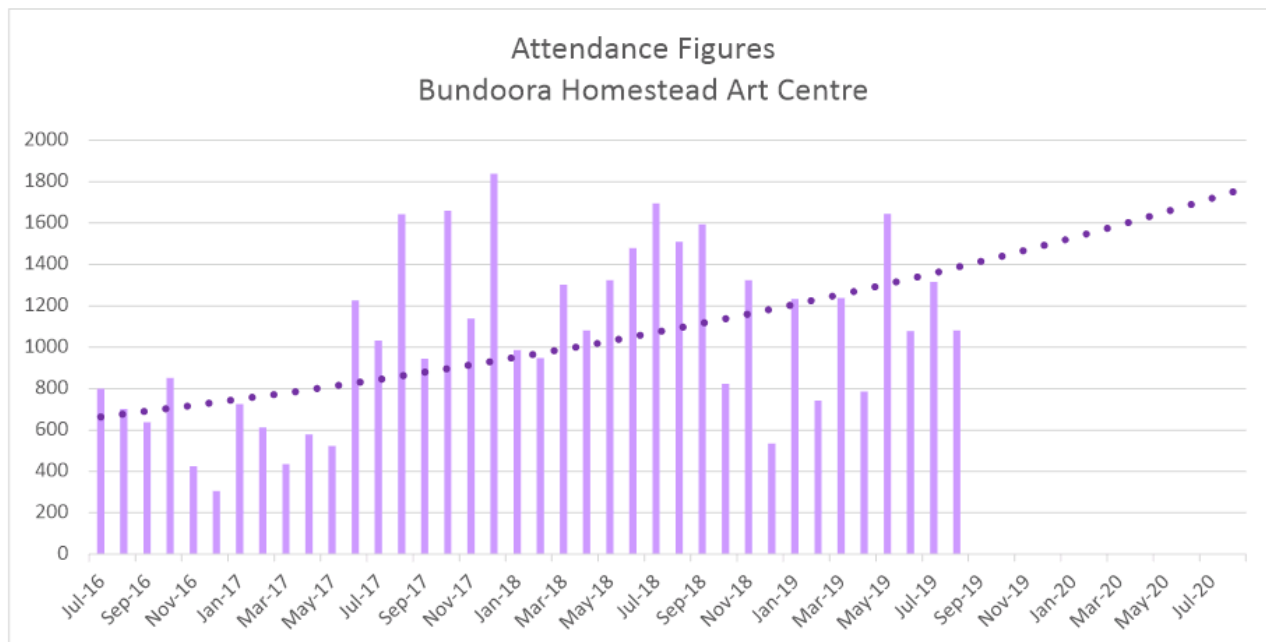
- 8 x sessions of life drawing
- Weekly Sunday craft club meetings
- Exhibition-related lectures and artist talks
- A jewellery making workshop
- A daisy-chain making workshop
- History tour & collection viewings
- Children's Art Workshops
- Exhibition opening celebrations

*"It's a wonderful place - just marvellous!! I'll be back. It's just beautiful!"*

**Feedback from community members.**

## VISITATION

Visitation has steadily increased this financial year, with peak periods of visitor attendance corresponding to major programs, such as *Craft Lab+* (July 2018), *Those Monuments Don't Know Us & Prima Materia* (May 2019).



## SUPPORT OF ARTISTS & CREATIVE PRACTITIONERS

As awareness of Bundoora Homestead Art Centre and our programming continues to grow, this year we received significant engagement from local artists and art lovers, as well as artists from across Australia, wanting to partner with us on projects. In the past year we received 49 exhibition applications from Australian artists and curators. Of the applications received, we were able to support 21. Of the 49 workshops and public programs we presented, 27 of them were sold out with significant wait lists. Demand for our exhibition space, residencies, art prize applications, and workshop opportunities continue to grow, making inclusion in our programming a highly competitive process.

*"It's so unfortunate that more of these programs aren't happening/being offered, I know many people who would be interested and the cap at 25 people is just not enough."*

**Feedback from community member who missed out on our sold-out Art as Therapy workshop**

*"There aren't enough of these sessions. There is so much demand, people are lining up out the door to get a spot. Why can't you run more classes?"*

**Feedback from community member who attended the Craft Lab+ workshop series**

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

## EXCEPTIONAL VISITOR EXPERIENCE

### NEW RECEPTION AREA INSTALLED

The reception desk at Bundoora Homestead was identified as a concern in 2016/2017 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 was completed and installed in September 2018.

The new reception layout provides a safe and functional work area, and appropriate workstations to accommodate two staff members at the front desk simultaneously, enabling excellent customer service and a professional and welcoming space for visitors. The new design also incorporates a complementary gallery shop area, which has resulted in Bundoora Homestead increasing its revenue through merchandise sales.



### NEW EXTERNAL SIGNAGE DESIGNED

In 2018 it was identified that Bundoora Homestead Art Centre required upgrades to its external wayfinding and promotional signage. The current signage along Snake Gully Drive and Prospect Hill Drive had deteriorated significantly, leading to confusion for visitors trying to locate the entrance to Bundoora Homestead.

In collaboration with signage experts Multiple Studios, BHAC has developed a new external signage strategy that will introduce a bold, contemporary, and clearly identifiable path to direct visitors from the main access roads to the gallery entrance.

Works will involve the removal of existing signage, and installation of new directional signage leading up to and within the grounds of Bundoora Homestead Art Centre. Construction is due to be completed by December 2019.



SEPTEMBER 2019

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BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

## INNOVATIVE AND INCLUSIVE MANAGEMENT

### **PUBLIC ART FRAMEWORK**

In February 2019, Council adopted a new Public Art Framework developed by Bundoora Homestead Art Centre.

The Public Art Framework outlines the vision, broad direction, priorities and approach Darebin Council will take in developing public art in the municipality. The Framework has been developed after an extensive period of internal and external consultation. This document forms the basis for a comprehensive Public Art Policy and Guidelines – including internal processes, artist and community engagement guidelines, contracts, commissioning process, and decommissioning process. BHAC staff will follow the guidelines for commissioning art projects in the public domain outlined in the Darebin Public Art Policy (currently in development).

The next steps in the Public Art policy development is the creation of a Public Art Quality Control group, and design of comprehensive checklists, contracts and other documents that this group will use to facilitate best practice in public art across the municipality. Public Art is an immensely complex subject and is the area that the National Association of the Visual Arts and Arts Law Centre of Australia receive more complaints and concerns about than any other art form. We aim to set Darebin Council up as a leader in the development, management and maintenance of local government public art.



BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

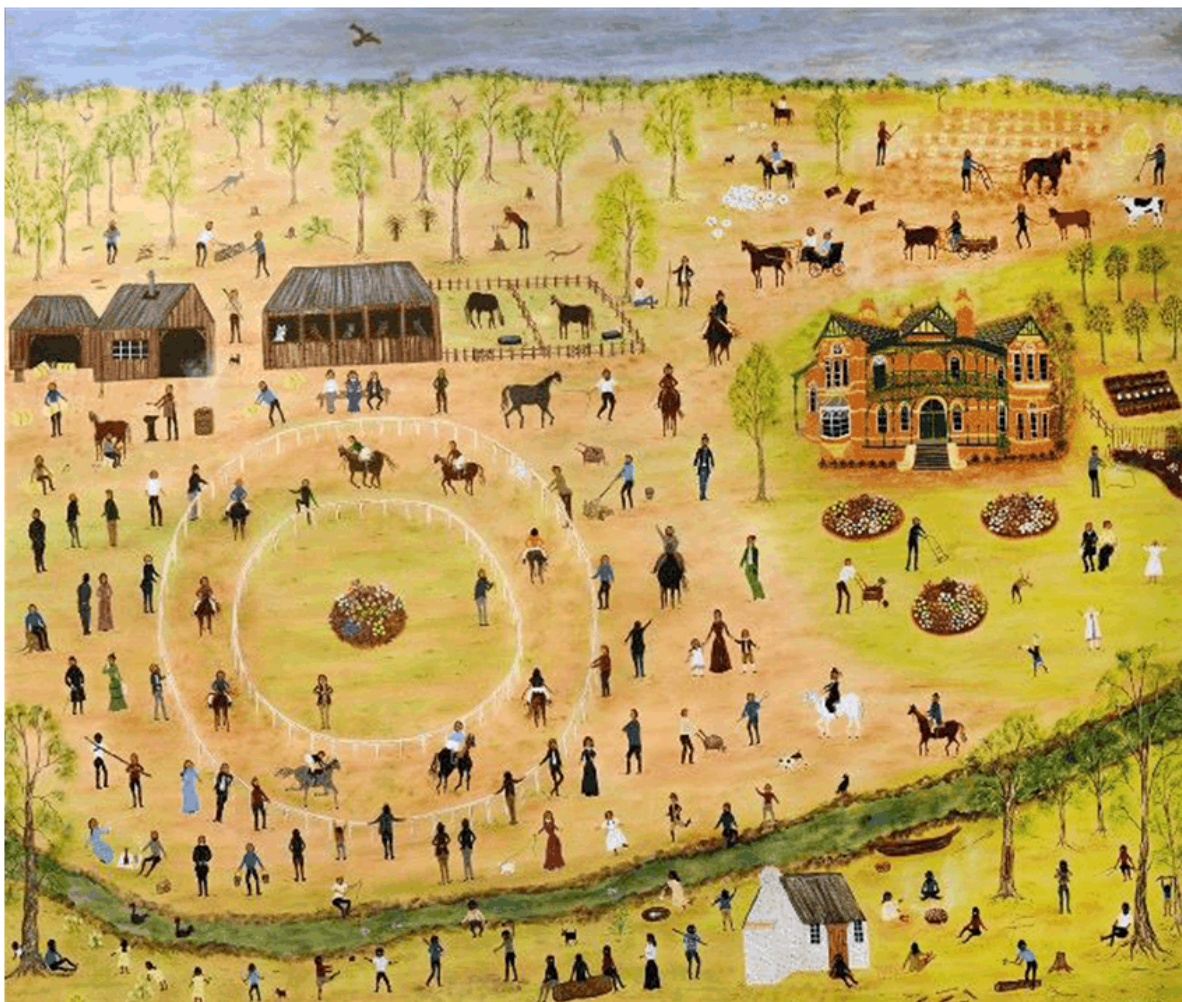
## DAREBIN ART COLLECTION

### INDOOR AND OUTDOOR (PUBLIC ART) COLLECTION

The Darebin Art collection is an important record of community history, concerns and viewpoints. In 2018-19 Council integrated its significant indoor and outdoor (public art) collections, of which the BHAC is responsible for policies relating to acquisitions, maintenance and commissions related to both collections.

In 2018/2019 we acquired six new artworks into the indoor Darebin Collection. Amongst these acquisitions, we took possession of our second indoor commission. Commissioning new works by local artists allows us to support artists to make new work that is specifically for a local art collection.

Marlene Gilson's *The Life and Times of Bundoora Homestead* is a painting which features First Nations people alongside colonial settlers and members of the Smith Family enabling an opportunity to reflect on the incredible history of Bundoora Homestead and its surrounds.

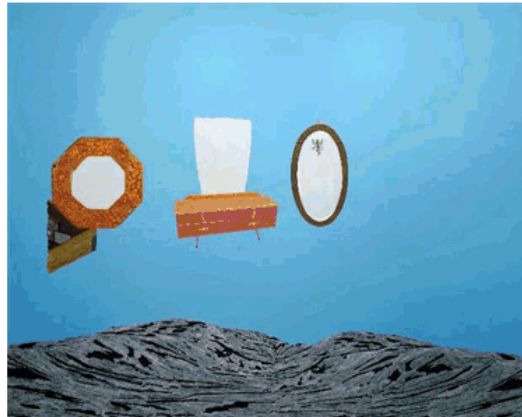


**Marlene Gilson**  
*The Life and Times of Bundoora Homestead* 2018  
Acrylic on linen  
100 x 200 cm

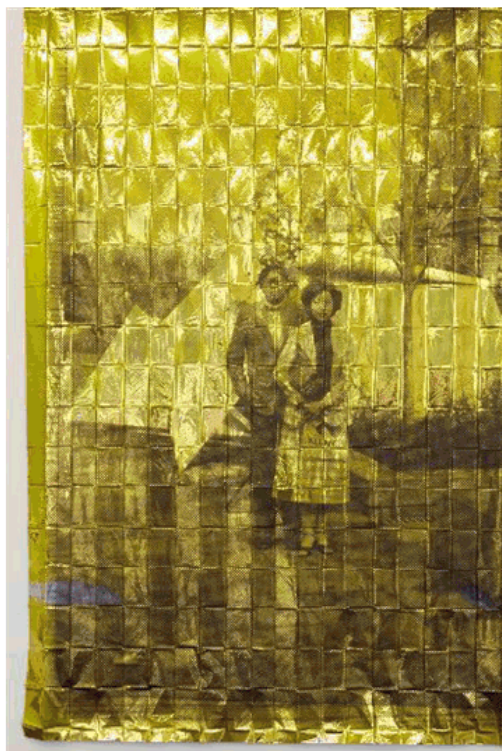
**Abdul Abdullah**  
*For we are young and free* 2017  
 Embroidery  
 126 x 108 cm



**Nadine Christensen**  
*Mirrors with Landscape* 2012  
 Acrylic on board  
 120 x 150 cm



**Eugenia Lim**  
*Yellow Peril* 1980/2015  
 Blanket



**Cigdem Aydemir**  
*Whirl* 2015  
 Single channel HD video  
 6:56 mins



**Raquel Ormella**  
*Wealth for Toil #2* 2014  
 Cotton, acrylic and Australian currency  
 200 x 250 cm



BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

# MEDIA COVERAGE

Bundoora Homestead achieved numerous excellent media opportunities over the 2018/2019 year, in print, online, and on the radio. The most significant volume of media attention in the past year focused on the exhibition *Those Monuments Don't Know Us*, including articles in The Saturday Paper, Art Guide Australia, Leader Community newspapers, and radio interviews on ABC Radio National, SBS, Triple R, ABC 774, and many more.



## Saigon talking points

Sunshine West artist Phuong Ngo hopes a new exhibition starts a conversation. Ngo has contributed to *Those Monuments Don't Know Us* at Bundoora Homestead. The exhibition features works from artists who bring diverse perspectives and cultural narratives to notions of "belonging" in Australia. Ngo said his work dealt with French colonialism in Vietnam and how that has impacted on the Vietnamese diaspora in Australia. "The work consists of 300 or more photographs from the Saigon marketplace, from the colonial period right up until the (Vietnam) War period," he said. "They're displayed in perspex, hanging from the ceiling with a Chinese lantern. It's on the idea that community here holds colonialism and

there's an allegiance attached to it. Vietnam was colonised by China and ruled for 1000 years by them until French colonialism, so there's a lot of different elements to the Vietnamese people." Ngo hopes his work, *Colony*, gets people talking about their own histories and how they relate to living in modern Australia. "The work really looks at how we talk about European expansionism, and also pulls in the fact that we kind of omit that there are other factors as well," he said. "A lot of my work is about digging back into history, so this one was the starting point for me going back beyond the war and looking at identities and how that influences our thinking now." The exhibition will be at Bundoora Homestead, 7 Prospect Hill Drive, until May 5. Ewen McRae

## Prima Materia

Bundoora Homestead  
11 May – 7 July 2019, curated by Emily Jones  
By Elyssia Bugg

Honey, ore, vinegar, lead, venom, urine and lyc. These are among some of the fifty or so elements used in Martin Ruland the Younger's 1612 text, *Lexicon Alchemiae Sive Dictionarium Alchemistarum*, to describe the concept of *prima materia*. Translating from Latin as "first matter", *prima materia* is a recurring, elusive object of alchemical and philosophical research. It is also, in name, one of the current exhibitions inhabiting the stately rooms of Bundoora Homestead. That Ruland employed so many different similes in attempting to articulate what *prima materia* indicates that the concept may be inherently inexplicable. This would explain why curator Emily Jones has chosen to focus the exhibition less directly on *prima materia* itself, and more on the historical, scientific and occult practices that the term's

### 04 NEWS

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### BUNDOORA

#### Art examines queer history

GET a glimpse of two sides of queer history at Bundoora Homestead Arts Centre with exhibitions for the Midsumma Festival. Dapper, curated by Angela Bailey, examines the stereotype of the dapper queer. Also on display is Richard Harding's *Reinswearing*, a comparison of forms to examine the unique challenges facing the LGBTIQ+ community.



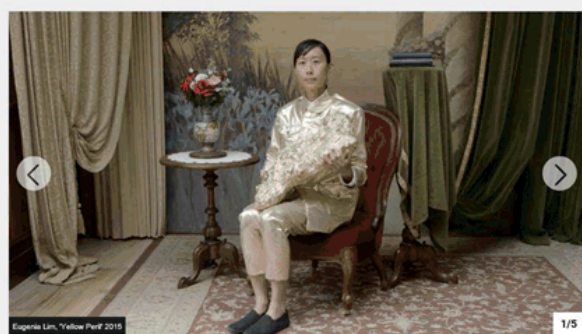
Curator Angela Bailey with some of the art. Picture: JOSIE HAYDEN



Phuong Ngo with his installation, *Colony*. (Jacque Manning)

## Lucky?

Art @ Bundoora Homestead Arts Centre, Bundoora Until Sunday March 3 2019 FREE



TIME OUT SAYS DETAILS DATES AND TIMES USERS SAY

Strike it rich with this exhibition of contemporary artists delving into gold mining and wealth in Australia

We all hear that we're in the lucky country, but did you know the label was coined by historian Donald Horne, in his book of the same name? He says, "Australia is a lucky country run mainly by second rate people who share its luck." Apparently Horne was referring to the fact that settler Australia never had to earn its own democracy – we never had to work for it. It was transposed with colonisation.

THE SATURDAY PAPER MARCH 14 - 22, 2019 THE SATURDAY PAPER.COM.AU

### VISUAL ART

Displayed in a historic homestead built on the cusp of Federation, *Those Monuments Don't Know Us* examines colonisation and cultural expression and challenges ingrained assumptions of what fits where, writes *Neika Lehman*.



## History reframed

The word "homestead" is local Whitefriars limestone is understood as "the place where kangaroo live". A grey wattlewood in *Warrandjerri* country – good for cooking and the production of tobacco beds – then crops it also refers to a north-eastern suburb of Melbourne, settled during the great southern land grab of 1851. Bundoora means home to many great red soil farms, including a fully equipped and fully staffed farm, which later became the grounds of Bundoora Homestead Arts Centre – a heritage home, gallery and the current home of *Those Monuments Don't Know Us*, curated by Judy Butler.

Set across the 14-room historic mansion-cum-gallery, the exhibition features new commission and past works by Shafiq Ali, Timoth Ball, Holly Miller Baker, Phuong Ngo, Anne Nguyen, Subhika Norrila, Diego Ramirez, Pippa Strickland, Tessa Tsoukas and Wang Zhen. Curatorially, it is a response to the homestead's history, starting 10 Australian artists to exhibit in the halls of a building that was never intended for them.

Bundoora Homestead was built in 1851 by prominent colonial banker, investor and Matthew Vincent Smith as part of a larger house called, 'The

centrality mission – an adaptation of the English Queen Anne-style house – some via a public architect competition, won by Melbourne architect Sydney Herbert Wilson. Founding, fuel and progress in the wake of the 1850s financial depression, Bundoora Homestead, like other Federation mansions, is the material emblem for a new Australia built on the ruins of the 19th century. In 1910, the homestead was by Federation, and Smith and his family translocated their Victorian estates to white Australia.

What remained the town, politically stable Melbourne was the White Australia Policy, now constitutionally embedded in the foundation stone of the Australian nation-state. In accordance with the Immigration Restriction Act (IRA), the first federal law passed after Federation and one of Australia's founding legal principles, this country was a place Smith actually belonged. He was Australian-born, but white skin and spoke English fluently. Never mind the meaning, the language of the land and his home also's remarkable, now eye-witnessing both home and heritage.

Beginning at the gallery's generic entrance – it is jolly easy to get lost in this space – I first encounter two large-scale works from *Schlagy* and Quentin based artist Richard Baker's *Prologue: Monuments* (2017). All are treated as both a classical miniature painter in *Exile and murder* and sculpture by *Tekton*, which partly explains the formidable presence and intricacy of their practice. The same as Ali's pieces will the more accentuated by the dark's and gaudy's heights of the gallery's first room. It's a real task to begin a journey with such masterfully detailed work that could itself command hours of attention.

Walking to the next room, I come upon a small but fully watching *Ballooning* by younger artist Timoth Ball's work. *Ballooning*, in its form and even way. The video is a great story, comprising both archival and personal history after his role in a hot air balloon. In 1910, the homestead was in its heyday, but the national movement, this contained for most of the 20th century before it was converted to its present form. Ball like the

site in their museum space from her family's past and, finally, to the larger spectacle that houses us all – cultural history. Ball shows colonisation for what it is – a racist and bloody thing, and demonstrates pulling itself across a land that has held 60 million of Aboriginal life.

Movement of energy to a deeper time are engaged short, though, displayed in another gallery by Phuong Ngo's installation *Colony*. Ngo has collected many thousands of photographic portraits from migrants and also in Vietnam, joining each photograph with a French 19th-century postage stamp, which commemorates French military victories at the Battle of Dien Bien Phu. The installation is a reflection of the concept of *Prima Materia* and also the Federation-style room, linking the seemingly distant global relations that determine our personal cultural expressions.

*Those Monuments Don't Know Us* is quick to assert that one cultural expression can have a faith defined by another, particularly through structural colonial regimes, such as the police force and courts. To a touch Chinese restaurant, slightly above, Melbourne-based *Shing* (2018) presents the story of a Chinese father who was arrested and charged while protesting his role as an Australian resident in the early 1900s. Placed next to a video of a man identity protesting his role in what was the event in question, and a beautifully documented death from trench stability holders.

Melbourne-based artist Anne Nguyen continues her work with family members in two other video pieces that similarly reference events that come to be defined down. Nguyen and her mother and aunt perform an alternative ritual of *The Magic Pudding*, to which their themselves, ending in the work wearing paper crafted hats, playfully reflect on the joy and burden of an Australian making their home, protest and act ways to let go of – even if it lands them in court.

Each artist has their own reasons. *Those Monuments Don't Know Us*, ranging from light-filled galleries and starting from the end, some excluded spaces. The element of respect entering each new installation space doesn't wear off, particularly after stumbling upon *Shing*.



## STATISTICS

9	Number of major exhibitions
12	Number of small exhibitions and artists in residency
49	Number of public programs
11	Number of interns and volunteers
14,207	Number of visitors
325	Number of artists supported
49	Number of exhibition applications received
4.8	EFT Staff
493	Number of collection items maintained (includes history items)
6	Number of new acquisitions

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

## FINANCIAL OVERVIEW

### OPERATING BUDGET INCOME

INCOME	BUDGET	ACTUAL	NOTES
<b>GALLERY INCOME</b>			
Facility hire	2,180	2,920	Limited income projected this year due to fewer hire shows.
Retail (shop) income	2,839	3,435	Expansion of gallery shop area
Workshop & Program fees	2,979	9,066	Increase due to increased number of public programs and art prize entry fees.
Government grants*	51,167	69,667	Copland Foundation, Creative Victoria and Australia Council for the Arts
<b>GALLERY TOTAL</b>	<b>59,165</b>	<b>85,088</b>	
<b>CAFÉ INCOME</b>			
Retail Sales	49,024	52,544	Modest budget projections as the kitchen is not complete. Staff have worked hard to achieve this result with inefficient cooking equipment and facilities.
Other	0	133	Internal fees and charges
<b>CAFÉ TOTAL</b>	<b>49,024</b>	<b>52,677</b>	
<b>COMBINED TOTAL</b>	<b>108,189</b>	<b>137,765</b>	

### OPERATING BUDGET EXPENDITURE

EXPENDITURE	BUDGET	ACTUAL	NOTES
Salaries and staff costs (Gallery)	367,893	383,989	Overspend due to EBA back-payments and increased casual staff for higher numbers of public programs
Salaries and staff costs (Cafe)	144,885	148,040	
Café supplies	35,678	33,156	
Gallery operations	76,065	71,665	
Facility costs	95,029	107,631	
Contractors	106,433	99,801	Off set with additional grant funding
<b>TOTAL</b>	<b>825,983</b>	<b>844,252</b>	
<b>NET OPERATING POSITION</b>	<b>717,794</b>	<b>706,517</b>	

### CAPITAL WORKS

	BUDGET	ACTUAL	NOTES
Darebin Art Collection acquisitions	100,000	71,707	
Bundoora Homestead Maintenance and Renewal	45,000	51,205	Overspend due to collection store items for heritage
<b>TOTAL</b>	<b>145,000</b>	<b>122,912</b>	

### FOUNDATION FUND

Balance at 1 July 2018: \$35,801.02

Balance at 30 June 2019: \$37,967.87

SEPTEMBER 2019

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BUNDOORA HOMESTEAD BOARD OF MANAGEMENT – ANNUAL REPORT 2018/2019

## MAJOR EXHIBITIONS

ONE ON ONE  
19 MAY – 29 JULY



CRAFT LAB+  
19 MAY – 29 JULY



A1 DAREBIN ART SALON  
4 AUGUST – 16 SEPTEMBER



THE FAMILY MANTLE  
22 SEPTEMBER – 11 NOVEMBER



THE STORY OF BUNDOORA HOMESTEAD  
20 SEPTEMBER - 13 JANUARY



LUCKY?  
17 NOVEMBER – 3 MARCH



THOSE MONUMENTS DON'T KNOW US  
9 MARCH – 5 MAY



HEALING PRACTICES  
7 MARCH – 5 MAY



PRIMA MATERIA  
11 MAY – 7 JULY



## OTHER EXHIBITIONS AND EVENTS

John Brooks | Artist in Residence, 20 June – 29 July 2018  
 Lindy De Wijn, *Connection*, 19 May – 29 July 2018  
 Angela Tiatia | *Holding On*, 20 September – 11 November 2018  
 Jessie Willow Tucker | *Meaning and Connection*, 20 September – 11 November 2018  
 Charlotte Watson | *All our Secrets are the Same*, 20 September – 11 November 2018  
 Rozalind Drummond | *Process Blue, Nature Trips, Corduroy, Pine Shelving*, 20 September – 11 November 2018  
 Betty Musgrove | *I, of the Needle*, 20 September – 11 November 2018  
*Turning the Page* | 13-16 September 2018  
 History Week | Bundoora Homestead Tour & Collection Viewing, 7 – 11 October 2018  
 Richard Harding | *Pinkwashing: Spin Me Out!*, 15 November 2018 – 3 March 2019  
 NGV Kids on Tour, 11 & 13 January 2019  
*Dapper*, 17 January – 3 March 2019  
 The Great Australian Dream Panel 23 February 2019  
*Verge*, 9 May – 7 July 2019  
 Storytelling through Collage, 11 April 2019  
 Life Drawing, History Tours, Kids Workshops, Forums, Artists Talks, and openings

Family members celebrating the opening of *Gunditjmara Country* by Aunty Frances Gallagher 2019



Artist stands in front of her work for the A1 Darebin Art Salon



Shannon Lyons and her winning work for the A1 Darebin Art Salon



Board member Lyndel Wischer, artist Shannon Lyons, Councillor Susanne Newton, judge Shannon Smiley, and curator Claire Watson at the launch of the A1 Darebin Art Salon 2018.



Young child participating in children's art workshop in the Mess Gallery 2019



Daisy chain making workshop as part of *Verge* exhibition in The Mess Gallery 2019



**8.7 EAST PRESTON COMMUNITY CENTRE GOVERNANCE  
2020/21****Author:** Acting Coordinator Community Wellbeing**Reviewed By:** Chief Executive Officer

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**EXECUTIVE SUMMARY**

This report seeks Council's endorsement of the future governance and operation model of the East Preston Community Centre (EPCC) from 2020/21 onwards.

The paper presents two options for consideration, which have been developed in response to community and local partner agency consultation findings and sector benchmarking.

The recommended option is for a three-year transition plan from a Council-operated facility to a lead tenant model. Council would continue to operate the centre for another two years, with the third year being a transition to a lead tenant model following an expression of interest process to appoint a lead tenant. The lead tenant model would be expected to be fully operating by June 2023.

<b>Recommendation</b>
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**That Council:**

- (1) Continue to operate the East Preston Community Centre as a Council run centre for 2020/2021 and 2021/2022.
  - (2) Undertake an expression of interest process in 2021/2022 to select and appoint a lead tenant to manage the East Preston Community Centre from June 2023.
  - (3) Work with the appointed lead tenant to transition the Centre management in 2022/2023, with the Lead tenant to be fully operational by June 2023.
  - (4) Refers to the 2020/21 budget process the required allocation of \$159,033 for the operation of the East Preston Community Centre.
- 

**BACKGROUND / KEY INFORMATION**

At its meeting on 18 April 2016, Council endorsed the operation of the EPCC as a Council operated facility up until 30 June 2018. In 2018 Council's operations of the Centre were extended until the end of June 2020, recognising that additional time in the current governance and operational model to inform the future direction of the EPCC.

The development of an East Preston Community Centre governance and operational model for implementation in 2020-21 was an action in the 2018/19 Council Plan Action Plan, with work occurring in the 2018/19 and 2019/20 financial years and recommendations to be made prior to the development and endorsement of the 2020/21 budget.

### Previous Council Resolution

At its meeting held on 18 April 2016, Council resolved:

*“That:*

- (1) Council endorses the operation of the East Preston Community Centre as a Council operated facility and refer funding of this model to the 2016/17 budget process.*
- (2) Council note the New Initiative Bid referred to the 2016/17 budget seeks funding in line with that provided to other Neighbourhood Houses.*
- (3) Council receives a further report following the 12-month evaluation of the centre to determine the ongoing operational model.*
- (4) Council endorses the establishment of a Community Reference Group for the East Preston Community Centre.*
- (5) The Mayor writes to the citizen jury members updating them on these recent developments.”*

### COMMUNICATIONS AND ENGAGEMENT

#### Consultation

Community engagement and consultation was undertaken between May and September 2019. It focused on asking the local community about their needs and interests and seeking feedback from partner agencies that currently deliver programs or services at EPCC.

Community Consultation:

- Community survey undertaken between March - April 2019, completed by 74 residents and centre users
- EPCC partner agency quarterly meetings held in February and April 2019 to explore future operational models.

Partners and stakeholders:

- Brotherhood of St Laurence
- Darebin Information, Volunteer and Resource Service (DIVRS)
- East Preston Neighbourhood Action Group
- Fitzroy Legal Service
- Office of Housing, Department of Health and Human Services (DHHS)
- Preston Reservoir Adult and Community Education (PRACE)
- Northcote Aquatic and Recreation Centre (NARC), YMCA
- Span Community House
- Your Community Health

Departments across Council were consulted in the development of this report, including:

- Environment and Sustainable Transport: Coordinator Climate Emergency and Environment Strategy
- Equity and Wellbeing: Diversity Policy Officer, Program Liaison – East Preston Community Centre

- Families Youth & Children: East Preston Maternal and Child Health Nurse, Playgroup Officer

### **Communications**

A communications plan has been developed for the EPCC day to day operations. Council endorse the recommendations of this report; a detailed communications plan will be developed to accompany the implementations.

### **ANALYSIS**

#### **Alignment to Council Plan / Council policy**

##### *Goal 2 - Opportunities to live well*

- Ensure community participation in the operation and management of the East Preston Community Centre and create a program of events that engages its local population to improve community participation and social inclusion
- Develop an East Preston Community Centre governance and operational model for implementation in 2020-21 that best suits the community's changing needs

### **Environmental Sustainability Considerations**

#### **Climate Emergency**

The matter under discussion will not reduce or increase greenhouse gas emissions.

The East Preston Community has one of the lowest SEIFA index scores across Darebin. It is recognised that communities such as East Preston will be further disadvantaged by the impact of climate change. With the recommendation of this report, Council will continue to work with the local community, to mobilise and to health with the impact of urban heat.

Furthermore, it will advocate for the consideration of East Preston residents during heat waves, recognising that EPCC is one of the only community facilities in this neighbourhood and may be utilised in periods of extreme weather.

### **Equity, Inclusion and Wellbeing Considerations**

The Centre strongly aligns with equity, inclusion and wellbeing goals as it focuses on providing services to several groups most at risk of exclusion and is in an area of significant socioeconomic disadvantage. The equity impact assessment process is applied to programming and service provision to ensure it is inclusive and responsive to the surrounding community. The centre seeks to promote health equity by focusing the distribution of health and wellbeing related services and programs at this site.

The development and proposed governance model for EPCC has been developed in consultation with community and the local services that support East Preston residents. The process undertaken in investigating options for governance and operations are with respect to the community needs and interests.

With the proposed transition to a lead-tenant model, Council will provide direction and input into the programming of the Centre, to ensure that equity, inclusion and wellbeing continues to underpin the operation and governance of the EPCC.

## Cultural Considerations

There are no cultural considerations pertaining to this paper.

## Economic Development Considerations

There are no economic development considerations pertaining to this paper.

## Financial and Resource Implications

The recommended option in this report would require allocations as follows:

2020/21	2021/22	2022/23
\$159,033	\$159,033	\$159,033*

\* The funding that would be allocated to a lead tenant, commencing in 2022/23 and required for the proposed transition, would be determined in 2020/21.

The budget for 2020/21 is predominantly staffing costs with \$11,358 for additional programming costs, and \$13,174 for the costs of operating the centre such as utilities and cleaning.

## Legal and Risk Implications

Council is currently the tenant of the building through a 20-year lease agreement with the Department of Health and Human Services until March 2035. DHHS as the property owner have shown support for the proposed model in this report and indicated that a transition to a lead tenant model could be established through a sub-lease arrangement to the current lease agreement.

## DISCUSSION

The proposed model for governance and operation has been prepared following the community and stakeholder engagement between March and September 2019. It recognises that the Centre is still in its infancy in terms of development and relationship building with the local community.

### 1. *Community engagement and consultation findings*

Community engagement and consultation was undertaken between May and September 2019. It focused on asking the local community about their needs and interests and seeking feedback from partner agencies that currently deliver programs or services at EPCC.

- **Local East Preston residents:** A survey was undertaken in April 2019 to inform the design and delivering of future programs and services. 74 residents and centre users completed the survey. Key findings included:
  - Several participants noted that they attend programs and services at the Centre because they feel supported by staff and welcomed in the space.
  - Many attend the Centre as they know it provides low or no cost programs that are appropriate and accessible for the local community.
  - Whilst respondents access the Centre for a range of reasons, survey data indicated that it is predominantly for social connection and to access activities /s services to improve health and wellbeing.



- **Partner agencies:** Quarterly meetings with EPCC partner agencies have sought feedback on the first two years of operation and planning for future governance. Partner agencies include Fitzroy Legal Service, Your Community Health, Brotherhood of St Laurence, PRACE, DIVRS and YMCA. An overview of feedback includes:
  - Partners appreciate the leadership and equity that Council has shown in East Preston.
  - The Council-operated model provides a strong equity framework for establishing the centre and its programming and services.
  - The local community is becoming increasingly familiar with the centre and anecdotal feedback from partners of the centre indicates that the community feel welcomed and respected in the space.

## **2. Consideration of Governance models**

Following an initial consultation and investigation stage, two models were further explored and considered in detail as preferred options; a Council led Centre and a lead tenant model.

Council undertook a benchmarking exercise to better understand the different models for similar community centres across Victoria. It is apparent that there are strengths in each model, with a key consideration being how each model considers and matches the needs of the local community.

Whilst there are clear benefits to Council-operated model, in particular the direct connection it provides Council to the community, it was apparent that in the longer-term, greater benefit could be provided to the community through a lead tenant model.

This model would maximise the allocated resources and can attract other funding sources not available to Council. It would also provide opportunity for the local community to continue to contribute to the governance and operation of the Centre.

Further to this, an established community organisation as lead tenant brings strong expertise in community development and service delivery, which would match the complexity of need evident in the community over the past 2.5 years.

It was acknowledged that the establishment of the EPCC is still in development and infancy and that moving to a lead tenant model in 2020/21 would risk the efforts taken to build trust and rapport with the local community.

As a result, a three-year transition model is proposed as it brings together the strengths of each option and considers the timing of this transition as to not impact community relationships.

The benefits and challenges of each model are further detailed in **Appendix A – East Preston Community Centre Comparison of Governance Model**.

## **3. Proposed governance model for East Preston Community Centre**

A three-year transition plan is proposed, whereby Council would continue to operate the centre for another two years, with the third year being a transition to a lead tenant model. The lead tenant model would be expected to be fully operating by June 2023.

While there is significant benefit in a lead tenant model, if Council was to move to a lead tenant model without a considered transition period, it would compromise the efforts over the past three years to build trust and relationships with the community.

This model will enable Council to continue to build connections with East Preston community and services providers, while in time still obtaining the benefit of a lead tenant model.

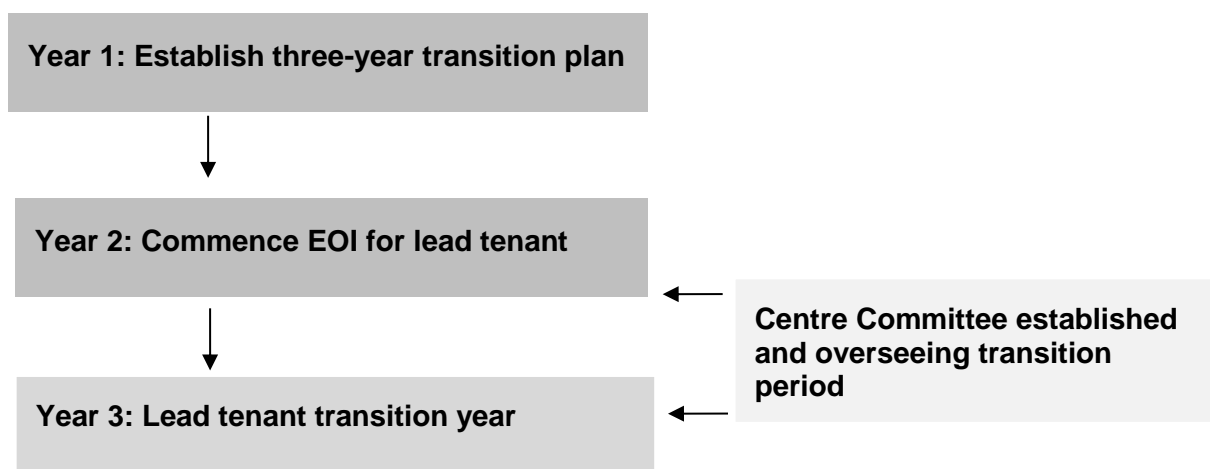
Since the Centre opened in 2017, there has been great benefit in Council operating the facility. It has provided opportunities for Council to build relationship with residents that experience some of the highest levels of disadvantage and are not engaged in any other Council services and programs. The centre is a direct opportunity for Council to invest in the wellbeing of residents who experience disadvantage and extend vital services to the community.

Over the transition period the centre would continue to be a space which:

- Provides free or low-cost access to services, program and activities which respond to the health and wellbeing needs
- Increases opportunities for social connection and inclusion
- Increases local community access to Council services, program and resources
- Engages community in the design and delivery of programs and activities.

By implementing a three-year transition plan, Council can continue to provide services and programs that are responsive and to embed these into the objectives of the Centre as it transfers to a lead tenant model to ensure continuity of service to the community.

As outlined below, Council will continue to work closely with the East Preston community at each stage of the proposed model. A brief summary of the proposed transition plan is outlined below:



Year	Operating Model	Key Milestones	Community involvement
Year One 2020/21	Council operated	<ul style="list-style-type: none"> <li>• Council continues to manage the day to day operations of the centre.</li> <li>• EPCC officially becomes a member of the North East Neighbourhood House Network.</li> <li>• Development of three-year EPCC transition plan.</li> <li>• Continue to set strategic direction and objective for the centre.</li> </ul>	<ul style="list-style-type: none"> <li>• Council will communicate with the local community about the transition model.</li> <li>• Council will seek feedback from community and local partners on the three-year transition period.</li> </ul>

Year	Operating Model	Key Milestones	Community involvement
		<ul style="list-style-type: none"> <li>• Continue to expand programming at EPCC, with focus on DIVRS fresh food program, community garden and wellbeing programs.</li> <li>• Continue to engage relevant service providers to operate in the centre.</li> </ul>	
Year Two 2021/22	Council operated	<ol style="list-style-type: none"> <li><b>1. Establish an East Preston Community Centre Committee</b> The committee will: <ul style="list-style-type: none"> <li>• Provide local resident with greater representation and input to the strategic direction and operation of EPCC.</li> <li>• Identify potential facility users including community groups and community service organisations to ensure services and activities reflect the needs and interests of the local community.</li> <li>• Contribute to the ongoing communication plan to keep the local community informed of the centre.</li> </ul> </li> <li><b>2. Undertake an EOI for lead tenancy</b> <ul style="list-style-type: none"> <li>• EOI process with local agencies to engage a lead tenant. This would include neighbourhood houses or similar community organisations.</li> <li>• Appoint lead tenant for to commence in 2022/23, for a proposed five-year period with opportunity for an extension.</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>• Establishing the EPCC committee will ensure that local community members are represented and contribute to the strategic direction of the centre.</li> <li>• The EPCC committee will contribute to the EOI process of seeking a lead tenant.</li> </ul>
Year Three 2022/23	Transition year to lead tenant	<ol style="list-style-type: none"> <li><b>1. Appoint lead tenant</b> <ul style="list-style-type: none"> <li>• Council enters into a sub-lease arrangement and annual funding arrangement with appointment lead tenant.</li> <li>• Council works with lead tenant to set fees and charges schedule for the centre.</li> </ul> </li> <li><b>2. Second quarter 2022/23 Lead tenant commences</b> <ul style="list-style-type: none"> <li>• Council provides transitional support to new lead tenant.</li> <li>• Lead tenant manages day to day operations and management of the centre.</li> </ul> </li> <li><b>3. Lead tenant fully operational June 2023</b> <ul style="list-style-type: none"> <li>• EPCC committee potentially transition to</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>• Council will support and facilitate relationships between local community and the newly appointed lead tenant.</li> <li>• The EPCC committee will ensure the space is affordable, accessible and inclusive.</li> </ul>

Year	Operating Model	Key Milestones	Community involvement
		<p>existing committee of management of lead tenant or specific sub-committee / reference of lead tenant, which could be specifies as a require by Council.</p> <ul style="list-style-type: none"> <li>• Council will work closely with the appointed lead tenant to investigate other avenues for funding to support ongoing development of programs and services.</li> <li>• Council continues to offer services and programs at the Centre as a priority community.</li> </ul>	

## OPTIONS FOR CONSIDERATION

### Option one – recommended

That Council endorse the commencement of the three-year transition plan to a lead-tenant model.

This would see Continue to operate the East Preston Community Centre as a Council run centre for 2020/2021 and 2021/2022.

Council would undertake an expression of interest process in 2021/2022 to select and appoint a lead tenant to manage the Centre and work with the appointed lead tenant to transition the Centre management in 2022/2023, with the Lead tenant to be fully operational by June 2023.

### Option Two

That Council continues to manage the East Preston Community Centre as a Council operated facility for the period of the lease with DHHS, with the addition that:

- Council becomes a member of the North East Neighbourhood House Network
- Council establishes an East Preston Community Centre Committee

While there is still significant benefit to both Council and community through this option, it would not enable the long-term benefits that can be provided to the community through the engagement of a lead tenant.

## IMPLEMENTATION STRATEGY

### Details

### Communication

Council will commence communications with the East Preston residents and stakeholders following the endorsement of this report. This will include the development of a detailed communications plan, outlining timelines and engagement with residents and community.

## Timeline

### *2019/20*

- June 2019: Council adopts 2020/21 budget, including allocation for the operation and governance of East Preston Community Centre

If Council adopts the recommendations in this report:

### *2020/21: Council Operated*

- Development of three-year EPCC transition plan

### *2021/22: Council Operated*

- Establish an East Preston Community Centre Committee
- Undertake an EOI for lead tenancy

### *2023/23: Transition year to lead tenant*

- Appoint lead tenant
- Second quarter 2022/23 Lead tenant commences
- Lead tenant fully operational June 2023

## RELATED DOCUMENTS

Nil

## Attachments

- East Preston Community Centre Comparison of Governance Models (**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

## East Preston Community Centre Proposed Governance – Summary comparison of key options

Option:	<b>COUNCIL-MANAGED</b> (as per current operation)	<b>COMMUNITY-MANAGED</b> (with community organisation as lead tenant.)
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Resourced, coordinated approach from Council.</li> <li>• Increased visible presence for Council in East Preston, a community which experiences significant disadvantage.</li> <li>• Council has full control of the programming and services.</li> <li>• Council has already forged many meaningful relationships with the community.</li> <li>• Provides Council with a direct link to a part of the community often not engaged in other council programs or services.</li> <li>• Can only be effectively delivered in co-operation with community organisation partners to deliver a range of employment, education and wellbeing programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Community organisation as lead tenant could attract grants, donations and support that is not available to Council (eg neighbourhood house funding).</li> <li>• An established community agency brings strong expertise in community development and service delivery.</li> <li>• Helps to strengthen Council’s partnerships with the community sector and may encourage further partnership development.</li> <li>• Council can still have oversight of the strategic direction and objectives of the Centre.</li> <li>• The available Council budget can “stretch further” under a community organisation lead tenant model.</li> </ul>
<b>Limitations</b>	<ul style="list-style-type: none"> <li>• Limited access to external funding opportunities compared to a community organisation</li> <li>• Higher cost base than if community managed.</li> </ul>	<ul style="list-style-type: none"> <li>• The lead tenant may need to develop new relationships with the local community.</li> <li>• Community may be concerned about the change and of a new organisation managing the Centre.</li> <li>• Any change in model may be seen as Council withdrawing support from the Centre and community, even if the financial commitment remains the same.</li> </ul>
<b>Advisory body</b>	<ul style="list-style-type: none"> <li>• People visiting East Preston Community Centre and attending programs contribute feedback</li> <li>• The existing East Preston Resident Action Group provides some feedback and advice on programming and direction for the Centre.</li> </ul>	<ul style="list-style-type: none"> <li>• People visiting East Preston Community Centre and attending programs contribute feedback</li> <li>• Council could require that a subcommittee be set up specifically for East Preston Community Centre, or a specific community reference group, to provide advice on programming and direction.</li> </ul>
<b>Cost</b>	<ul style="list-style-type: none"> <li>• \$159,033 annually, including on site staffing, utilities, cleaning, materials and the costs of programs and activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended \$159,033 annually.</li> <li>• There may be an additional financial cost for the transition period between Council-managed and lead tenant.</li> </ul>

**8.8 STREETS FOR PEOPLE PRESTON ACTIVITY LINK****Author:** Safe Travel Officer**Reviewed By:** General Manager City Sustainability and Strategy

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**EXECUTIVE SUMMARY**

A draft concept design for the long - term improvements along the Preston Activity Link (Preston West corridor and Chifley Drive area) has been developed following community engagement in March 2019 and is now proposed for public release and consultation.

The community engagement was an opportunity to share the Streets for People Project's vision "*to provide a safe, inviting walking and cycling environment for residents to access their local parks, schools and shops*" and also to gather information on issues and opportunities along the corridor. Feedback also was received on the proposed corridor interventions from the Streets for People Feasibility Study (2018), which intended to:

- Reduce vehicle speeds and better manage traffic volume;
- Make it easier to walk, wheel and ride; and
- Make streets greener.

The concept designs cover the Preston West section and the Gower Street/Chifley Drive intersection only. Designs are not proposed to be progressed for the Preston East section of the corridor at this stage.

The reason for this is that it has become clear that there are significant challenges with the Preston East section because of the amount of car parking that would need to be removed. The highest community benefit from improvements along the Preston Activity Link corridor is expected to be in the Preston West section followed by Preston Central and Chifley Drive.

The draft concept designs propose treatments to increase comfort and safety for those choosing to walk, wheel or ride. A focus has also been given to making streets greener while reducing vehicle speeds and better managing traffic volumes.

If Council endorses the draft concept designs for public consultation, consultation will run in February 2020 and feedback will be considered and a proposed design presented to Council to for consideration in around April 2020.

<b>Recommendation</b>
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**That** Council endorse for public consultation of the Preston Activity Link (West and Chifley Drive) draft concept designs, as attached in **Appendix C**.

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**BACKGROUND / KEY INFORMATION****Feasibility Study**

In 2018, Council developed a corridor framework plan for 8 cycling corridors across the municipality – the Streets for People Feasibility Study. The study used the State Government Movement and Place approach to redesign the corridors giving priority to the use of active transport, along with maintaining the streets as destinations and increasing

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greening. The Feasibility Study was endorsed by Council in October 2018, along with the Preston Activity Link and Northern Reservoir Corridor as the two Streets for People corridors to be consulted on and designed in 2018/19 and 2019/20.

### Preston Activity Link Development

The Feasibility Study identified a range of interventions through the Preston Activity Link as shown in Figure 1 below.

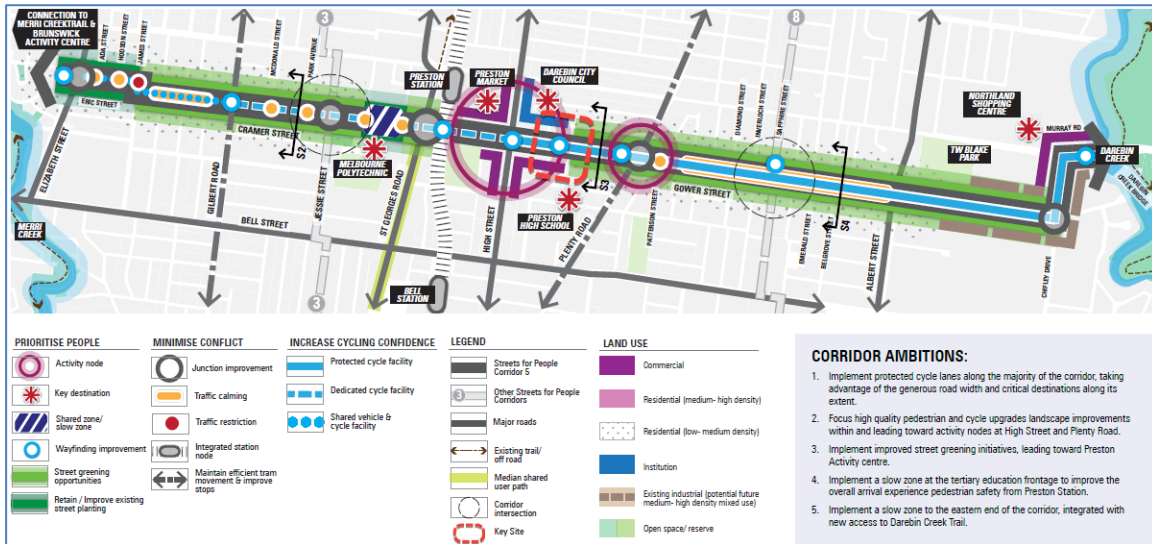


Figure 1: Map of Corridor from Feasibility Study

### Previous Council Resolution

At its meeting held on 15 October 2018, Council resolved:

*‘That Council: Adopts the Gower Street/Cramer Street corridor and Northern Reservoir corridor for the Streets for People project and requests that officers proceed with community and stakeholder engagement and further design during the 2018-19 financial year.’*

### COMMUNICATIONS AND ENGAGEMENT

#### Consultation

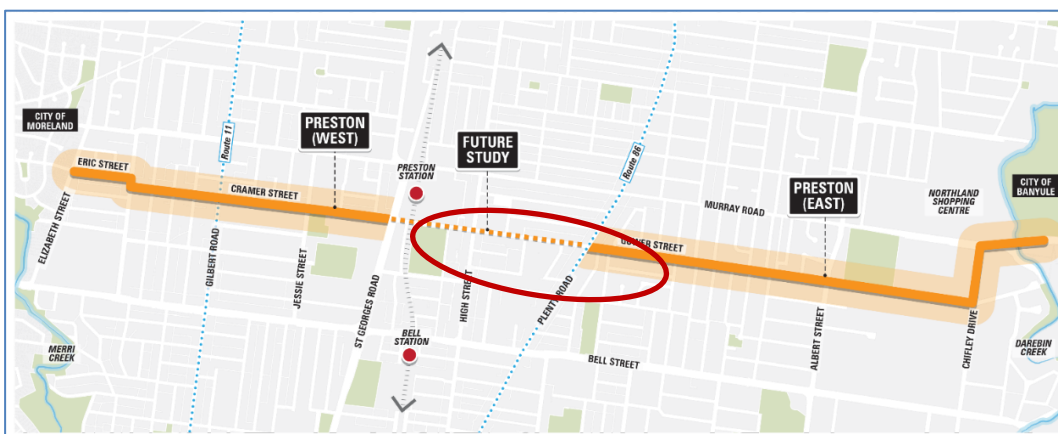


Figure 2: Map of study areas for Round 1 of community engagement (March 2019)



The first round of consultation focused on the western and eastern ends of the corridor, from Elizabeth Street to St Georges Road, and from Plenty Road to Darebin Creek (shown in orange in Figure 2) and is outlined in the 'Communications and Engagement' section of this report.

This was because there was significant uncertainty at the time about what level of change might result from the state government's Level Crossing Removal project at Preston Station, and the Victorian Planning Authority's review of Planning Controls.

Officers planned to consult on this section at a later date. It is close to key active travel routes and destinations including Melbourne Polytechnic, the Northern Pipe Trail, Preston Station, the proposed viaduct active travel route along the rail line, Preston Market, Preston Oval, the High Street shops, the civic precinct and library, and the new Preston Secondary School. Improvements to the central section of the corridor have always been viewed as essential.

Using the Feasibility Study as the basis of engagement, two weeks of community engagement on the western and eastern sections of the Preston Activity Link was conducted in March 2019, including the following methods:

- A dedicated Your Say page with concept plans from the Feasibility Study available to view and download
- An online survey seeking information on current issues, and feedback on the concept plans.
- A mail out to approximately 3,500 residents in and around the study area
- A drop-in session displaying the concept plans and seeking feedback on them and any other problem areas
- A street champion workshop, where local road users commented on the concepts and co-designed changes based on what we heard from the survey and drop in session

#### *Reaching diverse communities*

The consultation was designed to be accessible for our diverse community including people not proficient in English or with other communication barriers. In this local area more than 90% of residents identify as proficient in English and the main non-English languages spoken are Greek, Italian, and Arabic.

Consultation sought to make information accessible and create opportunities for all residents to take part. It did this by:

- All information mailed out included information in 12 languages about how to access translation services as well as information about how to access the national relay service.
- Diagrams were an important part of project communications materials and designed to communicate universally.
- Pop up stands were in centrally located areas that a cross section of the community visit. Materials were visual and designed to communicate universally. Support was also available from off site translation services. Engagement at pop up stands included a range of residents with English as a second language.
- Social media promotion ensured that residents could quickly access translated information about projects through online translations that are available in social media platforms.

- Street champions were used to help connect with local residents from a variety of backgrounds.

The feedback was collated (see **Appendix A**).

## **Communications**

A detailed communications and engagement plan was prepared for the Streets for People Preston Activity Link (East and West) in consultation with Hansen Partnership. Councillors were advised of forthcoming engagement efforts through e-Bulletins in March 2019.

## **ANALYSIS**

### **Alignment to Council Plan / Council policy**

The Council Plan 2017-2021 sets the overarching vision for “a greener, bolder, more connected city.” The Streets for People program clearly align with this overarching vision, as well as Council Plan Goal 1, 2, 3 and 5, and many other endorsed Council Strategies.

- Goal 1 - A sustainable city
- Goal 2 - Opportunities to live well
- Goal 3 - A liveable city

Goal 5 - Involving our diverse community

The Streets for People program also closely aligns with the expected outcomes of the Council policies/strategies, including the Darebin Transport Strategy, Walking Strategy, Safe Travel Strategy, Darebin Cycling Strategy, Greenstreets Streetscape Strategy, and Climate Emergency Plan.

### **Environmental Sustainability Considerations**

The Streets for People program focuses on vulnerable road users and improving conditions in the street environment to increase the number of participants in active travel, while minimising the use and impact of vehicles, and on increasing greening in the street.

#### **Climate Emergency**

This project has a clear alignment with Key direction 4 of the *Climate Emergency Plan 2017-2022*, in particular Objective 1 “Reduce the number of private vehicle kilometres travelled in Darebin by increasing the share of public transport use, walking and cycling”, and Key direction 7 to reduce the heat island effect, by increasing tree cover.

### **Equity, Inclusion and Wellbeing Considerations**

An Equity, Inclusion & Wellbeing Planning Audit assessment was completed for the Streets for People project, through which it was recognised that the project has key outcomes for Darebin’s diverse community including:

- Accessibility compliance through design (DDA).
- Designing of facilities for all ages and abilities.
- Outcomes that encourage more physical activity, general wellbeing & health through walking and cycling.
- Streets becoming safer and less intimidating for local communities to use.

- Providing spaces for people to gather and be socially connected to their neighbourhoods.

### **Cultural Considerations**

Cultural and creative responses to issues in the corridor will be considered through the engagement process, and at the design point of the process.

### **Economic Development Considerations**

There are increasing demands on our public space, and in particular roads and parking. By improving the quality of cycling and walking routes to access our activity and neighbourhood centres, it makes it easier for residents and visitors using any mode of transport to work, shop, and visit local centres which supports thriving local economies. This is because it increases pedestrian users in activity centres, which activates these centres and means that people are more likely to do multiple activities in the one visit, and it also reduces road congestion and parking pressure which are expected to increase over time with Melbourne's population growth.

The Streets for People corridors are designed to provide high-quality connections between key destinations within the municipality, increasing their catchment potential by providing easy to use and safe solutions.

This project is being considered in the context of the Future Preston program and is expected to help contribute to overall improvements in the Preston area.

### **Financial and Resource Implications**

The work program discussed in this report is covered in the Council Budget for 2019/20 which includes \$130,000 for the development of designs for the Preston Activity Link, including for consultation with community.

### **Legal and Risk Implications**

Overall the Preston Activity link is expected to reduce safety risk including by slowing traffic. It is also expected to reduce impacts of congestion associated with Melbourne's growing population by making it easier to walk or cycle and therefore reducing the proportion of trips residents make by car on roads.

There are no particular legal issues associated with this report. Road improvement designs are always done to required standards.

## **DISCUSSION**

### Good opportunities in the corridor

There are good opportunities in the corridor to introduce protected bike lanes, to green streets and slow traffic, and there is an opportunity to create a pocket park which would achieve both safe travel and open space goals.

The main risks and opportunities in each section of the Corridor are detailed in **Appendix B**

Next stage of consultation would test concept designs for Preston West and Chifley Drive sections.

Preliminary concept designs for the Preston West section and Chifley Drive intersection are attached in **Appendix C**.

Consultation on Preston Central would be done in future years in an integrated way with other Preston engagement and progressed ahead of the remaining Preston East section

The highest community benefit from improvements along the Preston Activity Link corridor is expected to be in the Preston West section followed by Chifley Drive and Preston Central.

That's why officers are proposing consulting on Preston West and Chifley Drive now, and then to prioritise Preston Central in future years but ahead of Preston East.

Planning has commenced for engaging the community on the Preston Central area, but will be done in future years so that it can be done an integrated way with other Preston Central projects, so that a wholistic community discussion can be had including about the overall approach to traffic and parking management in Preston for the long term. There is no particular urgency to consult on Preston Central in 2019-20 as the improvements in the Preston West section are higher priority and would take multiple years to construct.

Several measures would require some local reduction in on street parking.

Some of the treatments in the draft concept designs would involve small reductions in on street parking.

During consultation, Council will seek feedback about local needs from the community. In parallel, officers are also collating data about parking demand in the area. This information will be considered and used to finalise the concept design proposal for Councillors consideration at a future meeting; information about parking demand and local needs will be shared with councillors so that it can be considered in full.

Technical constraints discovered in Preston East section

In regards to the Preston East section, in parallel with consultation, detailed investigation of technical issues was also done and this discovered that the road width in the eastern end of the corridor (Gower Street) was not sufficient protected bike lanes to be added at the same time as retaining on-street parking on both sides of the road.

This is a significant difference to what the initial feasibility study indicated and different to what was consulted on. As a result, officers don't recommend progressing further investigation at this stage and advise that interventions in Preston West, Chifley Drive and Preston Central are higher priority than Preston East.

## **OPTIONS FOR CONSIDERATION**

- (1) Progress with Round 2 Consultation for the Preston West section of the corridor and Chifley Drive connection to the corridor (recommended)
- (2) Progress with Round 2 Consultation for the Preston West section of the corridor only
- (3) Request that further development of the draft concept designs be done and defer consideration of release for consultation (not recommended)

## IMPLEMENTATION STRATEGY

### Details

If Council endorses the draft concept designs for public consultation, consultation will run in February 2020 and feedback will be considered and a proposed design presented to Council to for consideration in around April 2020.

- Round 2 consultation on draft concept plans for Preston West would include:
  - Two weeks consultation period (3 February – 16 February 2020)
  - A dedicated Your Say page with concept plans available to view and download
  - An online survey seeking feedback on the concept plans
  - Social media posts targeted to local neighbourhood and which are automatically translated for other language speakers by social media platforms
  - Target communications with CALD community groups in the area and users of community spaces along the route
  - Communication with previous participants and street champions who have registered for updates.
  - Mail out to approximately 3,500 residents in local area
  - One drop-in session for feedback and information
  - Targeted and thorough engagement with key stakeholders including Melbourne Polytechnic, Preston Mosque and Preston West Primary School
- Round 2 consultation on draft concept plans for Chifley Drive would include:
  - Direct stakeholder engagement with business owners and stakeholders (January – February 2020)
- Council Briefing in March 2020
  - Feedback from consultation and engagement presented
- Council Meeting in April 2020
  - Consider Preston Activity Link (West, and Chifley Drive) for endorsement to develop functional designs
- Council could construct the improvements progressively over multiple years.
  - Council considers priorities for construction across the City each year when developing its annual budget.
  - First priorities are expected to be improvements in the Preston West section.

### Communication

After consultation and when council has considered the draft suite of project deliverables, the Streets for People Preston Activity Link (West) Engagement Report will be made available via the project page on 'Your Say', shared with internal and external stakeholders. Those that have contributed or expressed interest in the project will be notified.

### Timeline

See Details and Communication Sections above.

**RELATED DOCUMENTS**

- Streets for People Feasibility Study 2018

**Attachments**

- Streets for People Phase 1 Consultation Summary Preston (**Appendix A**)
- Streets for People Preston Activity Link Risks and Opportunities 11 November 2019 (**Appendix B**)
- Streets for People Preston Activity Link Concept Plans for community consultation (**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.



# STREETS for PEOPLE

## CONSULTATION SUMMARY: PHASE 1

Prepared by Hansen Partnership  
for City of Darebin

April 2018



## Introduction

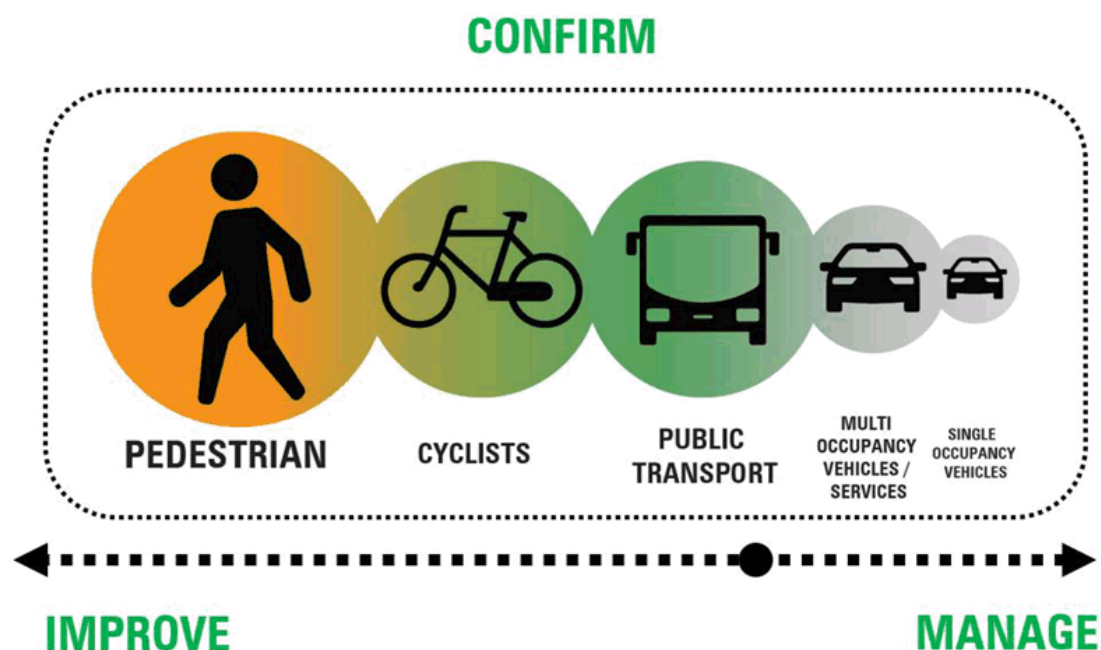
### About the Project

The Streets for People project builds on a significant body of work prepared in the earlier Feasibility Study in 2018, which sought to restore a balance in the role of streets between their functional modal requirements and their role in defining places and spaces for people.

Out of the 8 corridors that formed part of the Feasibility Study, this project seeks to further **develop 2 designated corridors in Reservoir North and Preston (Corridor 4 and Corridor 5)** into Concept Designs, to deliver the ambitions of the evolving Framework Concept Plans in an innovative yet cost-effective manner.

The Streets for People project is influenced by the following Guiding Principles:

- **Prioritise People** - Recognising people as the main users of streets and that future street design should maximise opportunities to improve pedestrian safety and amenity.
- **Minimising conflict** between the varying modes of transport, with higher priority given to pedestrian and cyclists without compromising the functional role of streets and requirements to support adjacent existing and future uses.
- **Increasing cycling confidence** along the corridors by providing high-quality cycling infrastructure that is well connected, easily navigated with varying degrees of separation and safety from moving traffic.



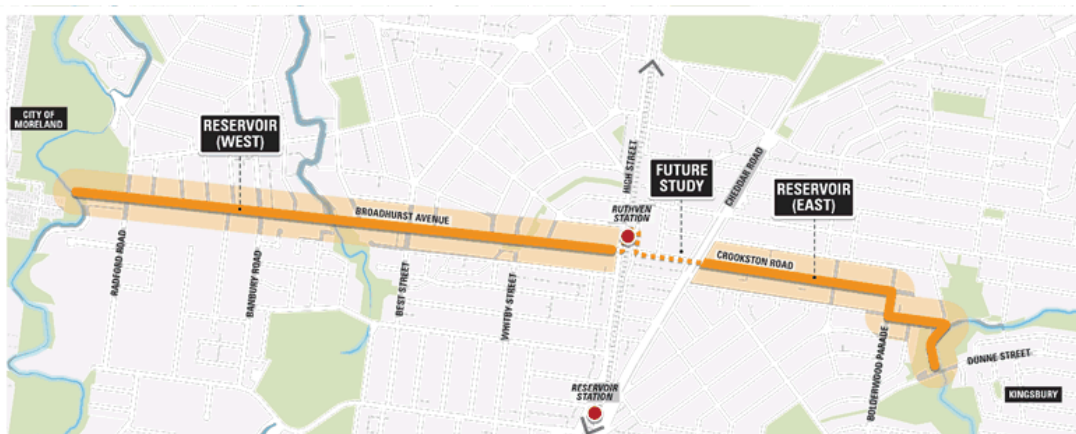


**Study Corridors**

Certain portions of the Study Corridors have been excluded from this Project in response to other on-going projects undertaken by LXRA and Council. The exclusion areas have effectively set the Study Corridors into 4 quadrants:

**Corridor 4: Reservoir North**

- Reservoir West (along Broadhurst Avenue, between Merri Creek & High Street)
- Reservoir East (along Crookston Road, between Cheddar Road & Dunne Street)



**Corridor 5: Preston**

- Preston West (along Cramer Street, between Elizabeth and St Georges Road)
- Preston East (along Gower Street, between Plenty Road and Darebin Creek)



**Project Process**

This project has been undertaken based on the following process:



# Community and Stakeholder Engagement Summary – Phase 1

There are 2 phases of community engagement processes including:

- Phase 1: Issues and Opportunities (March 2019) – included in this report
- Phase 2: Confirming the Ideas (May 2019) – not included in this report

## **PHASE 1 COMMUNITY ENGAGEMENT SUMMARY**

In February 2019, Hansen Partnership were engaged by Darebin City Council (Council) to gather feedback on issues and opportunities for streetscape improvements and sustainable transport upgrades in Corridor 4 (Northern Reservoir Corridor) and Corridor 5 (Preston Activity Link). The Community engagement also sought to present location specific ideas for improvement and gain an appreciation of community aspirations for the future of their streets based on a detailed understanding of place.

The first round of community consultation was undertaken from 1<sup>st</sup> March to 30<sup>th</sup> March 2019 during Stage 2 of the overarching 'Streets for People' project. Stage 1 of the project sought to clarify Draft Framework Plans for both corridors, based on the earlier Streets for People Feasibility Study (prepared in 2018). This material formed a key part of the consultation phase where project ideas could be tested and discussed by consultation participants.

The purpose of the Community Engagement is to inform the refinement of the Framework Plans, ensuring that recommended future streetscape improvements and transport upgrades are embedded in an appreciation of the complexities that make up each neighbourhood and will ultimately be championed by the community who live, work and visit these areas.

### **About this Engagement Summary**

The following report provides an overview of the engagement process followed by a summary of the feedback received for each corridor and key issues for further investigation and refinement by the Project Team.

Corridors 4 and 5 are effectively divided into 2 segments (east and west), with an exclusionary zone in the centre, due to pending Level Crossing Removal projects. The consultation summary seeks to clarify the key issues and themes that have emerged from each segment along the corridors, acknowledging the variations in street condition, neighbourhood character, activities and population which may warrant alternative solutions for future upgrades and improvements.

### **Community Engagement Process**

The Community Engagement process sought to gain an appreciation of the complexity of each corridor, focusing on how people currently use the study area and their appetite for future upgrades and improvements centred around the 'Streets for People' ethos. The process also sought to identifying key concerns relating to the various modes of transport (driving, walking, cycling) as well as the look and feel of the study area.

Hansen Partnership and Council curated a range of platforms for the community to be informed and contribute to the future of the streets. Activities included:

- Online Survey open from 1<sup>st</sup> March to 18<sup>th</sup> March 2019.
- Flyer drop to local residents in each study area (distributed to 7000 households).
- Online Survey for each corridor
- Have your Say page including a question forum moderated by Council
- A drop-in session for each corridor on the 16<sup>th</sup> of March at the Preston Library and Reservoir Library.
- Two Street Champion Workshops on the 30<sup>th</sup> March at the Preston Shire Hall.

- A number of participants identified streets within and adjacent to the study area which facilitate high levels of rat-running during peak times and are concerned for flow on effects if limitations are put in place in certain streets (as opposed to others). This was common along Bolderwood Parade in the east of the study area.
- A number of participants also raised concerns for the reduction of on-street parking, to accommodate cycle infrastructure or traffic calming treatments, and the impact of car parking availability for their families and friends.
- There are concerns about the condition of footpaths along the corridor (and in all of Reservoir more broadly), where surfaces are uneven or present tripping hazards for the elderly and pedestrians with mobility limitations.
- Some participants were also concerned about the lack of legibility or sense of belonging for cyclists along the corridor, although they rely on the east-west corridor to access off-road bike paths. They felt there was a general perception, they were not welcome in the space due to the behaviour of drivers and lack of wayfinding dedicated to cycling.
- The Edgars Creek bridge was a key concern for both pedestrians and cyclists given the narrow road width and footpath extent to facilitate safe movement. The existing pedestrian refuge in the middle of the road is considered helpful for the elderly to stage their crossing. However a raised crossing was generally well received to slow vehicles and increase sightlines to pedestrians.
- While outside of the projects scope, there was considerable discussion surrounding the intersection with High Street and the underpass at Ruthven Station, and this was seen by many as a missing link for pedestrians and cyclists.

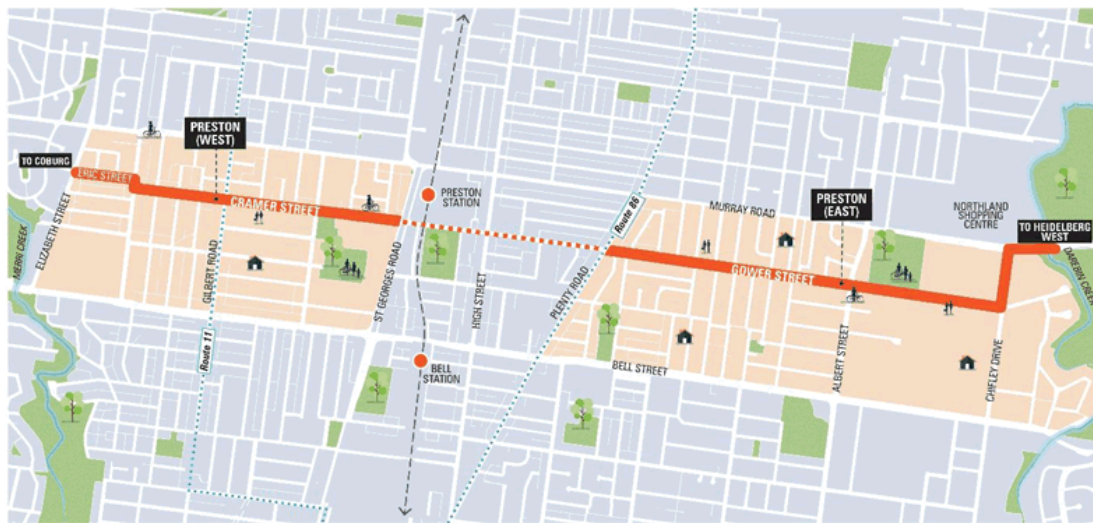
#### Summary of Key Opportunities

- There was general support for an increase in street planting (trees and understorey) with an appropriate plant selection to maintain visibility from residential driveways while ensuring they are low maintenance and drought tolerant. Participants would like to see a rethink of nature strip plantings with the potential to coordinate working bees with local residents in key pockets along the corridor.
- Participants were supportive of more pedestrian crossings associated with bus stops along Bolderwood Parade in association with shelters.
- Participants were supportive of the opportunity to improve the East-West cycle link with wayfinding signage and bike stations.
- Many participants requested more areas of open space or better use of existing areas for activities and recreation (specifically at Edgars Creek and Broadhurst Avenue Reserve).

#### Emerging ideas and considerations

- Council to undertake further traffic investigations to identify opportunities to divert large vehicles away from Corridor 4 (west) particularly at roundabouts on Radford and Massey Streets, associated with the industrial area to the south of Broadhurst Avenue.
- Broadhurst Avenue at the Edgars Creek bridge presents considerable opportunity for improvements to provide safer access to pedestrians entering the street from the existing creek trail and manage cycle movement across the bridge given its narrow width.
- Council to undertake further traffic investigations (as part of existing Local Area Traffic Management Study) to identify opportunities restrict rat-running along Bolderwood Parade and Rathcown Street.

## Corridor 5: Preston Activity Link



### Drop-in Session Summary

Number of Participants: Approximately 30 people in attendance

Format:

The Drop-in session was held at the Preston Library Forecourt between 10-12pm on the 16<sup>th</sup> March, 2019.

Material used at the venue included:

- Draft Framework Plans printed at A1 and displayed on tables. Participants were able to review emerging ideas and provide feedback or ideas for specific areas using Post-It-notes.
- Dot-What's-Hot poster illustrating precedent images of activities, landscape, transport and treatments where participants could place a sticker on the images they liked.
- An interactive street cross-section allowing people to design and discuss their dream street based on standard dimensions of transport infrastructure and street elements.
- A1 aerial maps for visual reference and detailed discussion about locations along the corridor.
- Existing conditions maps from the Feasibility Study to communicate the network of corridors and the purpose of the project.

### Summary of Key Challenges

- There were mixed opinions for the introduction of a protected bike lane along Cramer Street (east of High Street). It was unclear to many participants how this infrastructure functions and how it 'improves' safety for pedestrians and cyclists. Clearer communication tools are required to demonstrate to the community the function and improved safety of any road reconfigurations for bike paths.
- There is a strong need to manage the function of potential protected bike paths (Copenhagen-style) along Gower Street with pedestrian flows and people exiting/entering parked cars, particularly where Kindergartens or community uses are located (Gower Street Kindergarten).
- Participants also identified the need to cater to riders of all ages and abilities, including families who ride in groups and require wider bike paths to allow adults to ride next to children.
- It was identified that Copenhagen Bike paths can restrict a cyclists ability to overtake other cyclists, depending on the width of the bike path, therefore creating a less safe cycling environment.

- Participants identified Chifley Drive as being an undesirable route for people to walk or ride to access Darebin Creek, and would generally avoid the area.
- Many participants identified the east end of the corridor (Gower Street), surrounding the industrial estate and TW Blake Park as being unsafe or uninviting due to the lack of people or interactive uses.
- Managing the balance between car parking demands at key destinations (Mosque, TAFE or Activity Centre) and the need to provide safer dedicated or protected bike infrastructure that encourages people to cycle.
- Residents identified flooding issues to the east of the study area surrounding Patterson Street and Plenty Road.
- While outside of the study area, many participants identified Gower Street, between High Street and St Georges Road as being difficult and unsafe for cyclists to access the north-south pipe trail.

#### Summary of Opportunities

- Participants were highly supportive of improved street greening and planting opportunities along the corridor to provide shade and amenity. Particularly at intersections with residential side streets. Native plantings were generally preferred, ensuring they are drought tolerant and low maintenance.
- Participants were generally supportive of improved bike paths, incorporating buffers (painted or vertical) to increase perceptions of safety.
- Participants saw the need to improve traffic signals to prioritise cycle movement at key intersections.
- There was considerable support for additional bike related infrastructure along the corridor including bike stations, bike parking, wayfinding signage and rest areas.
- Participants identified a need for more 'pause-points' and small open spaces for people to sit and gather.
- There was high support for raised intersections on side streets to improve pedestrian safety and slow vehicles turning onto the corridor. Many participants identified the importance of the corridor as a key pedestrian link to important destinations such as schools, childcare, shops and library.
- There was general support for the reduction of vehicle speeds and introduction of traffic calming measures along the corridor to alleviate rat-running and hoon driving

#### Emerging ideas and considerations

- Ongoing liaison with Moreland City Council to legitimise a bike link across Elizabeth Street in the west toward Merri Creek Trail.
- Council to investigate long term ambition to implement a cycle/pedestrian only creek connection to the end of Gower Street, to avoid Chifley Drive and Murray Road.

## Online Survey Summary

Number of Survey Participants: 92

### Age Groups:

- 14 and under: 0%
- 15-24: 3.16%
- 25-34: 18.95%
- 35-44: 49.47%
- 45-54: 15.79%
- 55-64: 8.42%
- 65-74: 3.16%
- 75-84: 1.05%
- 85 and above: 0.0

### Distribution of participants:

- Preston West: 45.65%
- Reservoir East: 54.35%

*Note: 3 skipped*

### Relationship to the study area:

- Resident: 67.37%
- Frequent visitor: 21.05%
- Occasional visitor: 16.84%
- Access public transport: 13.68%
- Employee: 6.32%
- Business: 2.11%
- Other: 1.05%
- Student: 0%
- First time visitor: 0%

### Accessibility

- 5% of participants stated to have physical limitations that prevent them from walking, bicycling, or driving.



## What We Heard

### Preston West

#### Existing Transport and Movement

- During weekdays, 33% of participants rely on a car as the primary mode of travel. Cycling accounted for 26%, while walking accounted for 21% and Tram 17%.
- On weekends, car usage increased to 52% as the primary mode of travel. Walking slightly increased to 24% while cycling decreased to 17%.

#### Future Transport Preference/Advocacy

Participants were also asked to select a preferred 'alternative' mode of transport to be promoted to reduce car traffic. A total of 78% of participants selected walking, followed by cycling and public transport options.

#### Street Priorities

Where participants were asked to rank the importance of various movement and streetscape attributes according to their preference:

- Walking paths was the highest ranked streetscape attribute, with 81% of participants ranking it in their top 3.
- Street trees and vegetation scored second highest, with 67% of participants ranking it in their top 3.
- Followed by Public Transport, cycling paths and convenient driving.
- On-street parking scored the lowest, with 69% of participants ranking this attribute as least important (Number 6).

## CORRIDOR 5: PRESTON WEST



### EXISTING MODE OF TRANSPORT



### ALTERNATIVE MODE OF TRANSPORT (TO REDUCE TRAFFIC)



Quality of Streets

Participants were asked to rate the quality of movement and streetscape attributes in their area:

- Convenient driving was considered 'OK' or 'Good', equating to over 71% of responses.
- Public transport accessibility was rated as 'OK' or 'Good' according to approximately 76% of responses.
- On-Street parking was generally considered to be 'OK' or 'Good' according to over 74% of participants.
- The quality of walking paths was rated as 'OK' according to over 50% of participants.
- Street trees and vegetation were also considered to generally be of an OK or poor quality according to approximately 71% of participants.
- Cycling paths were generally considered of poor quality according to over 48% of participants.

Streets for People scenarios

Participants were asked to rank a series of scenarios about how they use their street for movement and amenity.

- I would allow my children to walk or cycle to school by themselves (33% agree, 28% disagree).
- I consider cycling a risky form of transport along my street (48% agree, 33% disagree).
- I frequently walk to my local convenient store/ parks (86% agree or strongly agree).
- I consider walking and/or running in my neighbourhood important to my health and wellbeing (95% agree or strongly agree).
- I would rely less on my car if there were safer bike paths (69% agree or strongly agree)
- I do not rely on on-street parking (73% agree or strongly agree).
- I feel safe walking at night along my street (48% agree, 29% disagree).
- I do not rely on signage to find my way around my neighbourhood (76% agree or strongly agree).
- My street will benefit from more trees and landscaping (69% strongly agree).

## CORRIDOR 5: PRESTON EAST



### CURRENT STREET PRIORITIES vs QUALITY OF STREET

PRESTON (EAST)	
1. Walking paths	<span style="background-color: #2980b9; color: white; border-radius: 50%; padding: 5px;">OK</span>
2. Public transport access	<span style="background-color: #27ae60; color: white; border-radius: 50%; padding: 5px;">GOOD</span>
3. Street trees and vegetation	<span style="background-color: #2980b9; color: white; border-radius: 50%; padding: 5px;">OK</span>
4. Cycle paths	<span style="background-color: #c0392b; color: white; border-radius: 50%; padding: 5px;">POOR</span>
5. Convenient driving	<span style="background-color: #27ae60; color: white; border-radius: 50%; padding: 5px;">GOOD</span>
6. On-street parking	<span style="background-color: #27ae60; color: white; border-radius: 50%; padding: 5px;">GOOD</span>

### Special attributes

Participants were asked to describe what is special about their streets. The common attributes included:

- Cultural diversity and sense of neighbourhood;
- The presence of street trees and parks;
- Its quietness;
- Connections to shops and public transport; and
- Its width.

### Convenience of Movement

Participants were asked to select interventions or upgrades improve convenience of access and transport. The top 5 include:

- Improved crossings and junctions (67%);
- More shade (55%);
- More street trees (50%);
- Less cars and bicycle lanes (equal 48%);
- More outdoor activities (38%); and
- Wider footpaths and public art interventions (equal 33%).

Several additional suggestions related to improved public transport connections and facilities as well as improving flow of vehicle traffic along the corridor.

### Ideas for improvements

Participants were asked to select ideas and images which describe their understanding of people-friendly streets. The top 5 responses include:

- Street greening;
- More pedestrian crossings;
- Protected bike paths;
- Water sensitive urban design; and
- Slower car speeds.

## CORRIDOR 5: PRESTON EAST



### **STREET IDENTITY & ASPIRATION**

#### **PRESTON (EAST): Valued Street Qualities**

- Quiet
- Community oriented
- Destinations along the corridor
- Trees

#### **PRESTON (EAST): Wish List**

- Greening+ WSUD
- Less and slower cars
- Bike lanes
- Improved pedestrian safety
- Lighting

## What We Heard

### Preston East

#### Existing Transport and Movement

- During weekdays, 34% of participants rely on a car as the primary mode of travel
- Cycling 26%, walking and Tram both accounted for 16%
- On weekends, car usage increased to 48% as the primary mode of travel.
- Walking accounted for 28% and cycling 18%.

#### Future Transport Preference/Advocacy

Participants were also asked to select a preferred 'alternative' mode of transport to be promoted to reduce car traffic. 70% of participants chose walking and 64% of participants chose cycling. Public transport accounted for 32% - 42%.

#### Street Priorities

Where participants were asked to rank the importance of various movement and streetscape attributes according to their preference:

- Walking paths was the highest ranked streetscape attribute, with 73% of participants ranking it in their top 3.
- Public Transport scored second highest, with 71% of participants ranking it in their top 3.
- Followed by Street trees and vegetation, cycling paths and convenient driving.
- On-street parking scored the lowest, with 43% of participants ranking this attribute as least important (Number 6).

## CORRIDOR 5: PRESTON EAST



### EXISTING MODE OF TRANSPORT



### ALTERNATIVE MODE OF TRANSPORT (TO REDUCE TRAFFIC)



Quality of Streets

Participants were asked to rate the quality of movement and streetscape attributes in their area:

- On-Street parking was generally considered to be 'OK' or 'Good' according to over 72% of participants.
- Convenient driving was considered 'OK' or 'Good', equating to over 78% of responses.
- Public transport accessibility was rated as 'OK' or 'Good' according to approximately 74% of responses.
- The quality of walking paths was rated as 'OK' or 'Good' according to over 70% of participants.
- Street trees and vegetation were also considered to generally be of an OK or poor quality according to approximately 82% of participants.
- Cycling paths were generally considered of poor quality according to over 40% of participants.

Streets for People scenarios

Participants were asked to rank a series of scenarios about how they use their street for movement and amenity.

- I would allow my children to walk or cycle to school by themselves (33% agree, 33% disagree or strongly disagree).
- I consider cycling a risky form of transport along my street (44% agree, 33% disagree).
- I frequently walk to my local convenient store/ parks (86% agree or strongly agree).
- I consider walking and/or running in my neighbourhood important to my health and wellbeing (94% agree or strongly agree).
- I would rely less on my car if there were safer bike paths (65% agree or strongly agree).
- I do not rely on on-street parking (57% agree or strongly agree).
- I feel safe walking at night along my street (46% agree, 28% disagree).
- I do not rely on signage to find my way around my neighbourhood (72% agree or strongly agree).
- My street will benefit from more trees and landscaping (69% strongly agree).
- I would rely less on my car if there were safer bike paths (74% agree or strongly agree).

**CORRIDOR 5: PRESTON EAST**

**CURRENT STREET PRIORITIES vs QUALITY OF STREET**



PRESTON (EAST)	
1. Walking paths	OK
2. Public transport access	GOOD
3. Street trees and vegetation	OK
4. Cycle paths	POOR
5. Convenient driving	GOOD
6. On-street parking	GOOD

Special attributes

Participants were asked to describe what is special about their streets. The common attributes included:

- Connections to shops and public transport;
- Cultural diversity and sense of neighbourhood;
- Its quietness;
- The presence of street trees and parks; and
- Its width.

Convenience of Movement

Participants were asked to select interventions or upgrades improve convenience of access and transport. The top 5 include:

- Improved crossings and junctions (62%);
- Bicycle lanes (56%);
- Less cars (48%);
- Slower car speeds (38%); and
- Improved lighting (34%).

Several additional suggestions related to improved public transport connections and facilities as well as improving flow of vehicle traffic along the corridor.

Ideas for improvements

Participants were asked to select ideas and images which describe their understanding of people-friendly streets. The top 5 responses include:

- Street greening;
- Improved lighting;
- Protected bike paths;
- More pedestrian crossings; and
- Water sensitive urban design.

## CORRIDOR 5: PRESTON EAST

### STREET IDENTITY & ASPIRATION

#### **PRESTON (EAST): Valued Street Qualities**

- Quiet
- Community oriented
- Destinations along the corridor
- Trees

#### **PRESTON (EAST): Wish List**

- Greening+ WSUD
- Less and slower cars
- Bike lanes
- Improved pedestrian safety
- Lighting



## **Street Champions Workshop Summary**

### Format:

The Street Champions Workshop for Preston Activity Link was held on Saturday 30<sup>th</sup> March 2019 at the Preston Shire Hall. The structure of the workshop included:

- Introductory presentation about the project, Council's ambition for sustainable transport and the role of the Street Champion in the project process.
- Individual introductions of Street Champion participants presenting their idea for the future of their street.
- Table discussions for each side of the corridor (east and west) to present and gain feedback from the participants about the proposed design treatments.
- Presentation of preliminary sketch concepts of two Hot Spots and engage in further design discussion and drawing to refine the proposed treatments at these locations.
- Street Champion presentation to the wider group to discuss workshop outcomes and ideas.

## **PRESTON (EAST AND WEST)**

Ideas and ambitions for achieving Streets for People as recommended by participants included the following (in no particular order):

- Safe cycling;
- Streetscape improvement;
- Traffic management;
- Safe pedestrian access;
- Family children safety;
- Less traffic / rat running;
- Playful;
- Standard for safe cycle / pedestrians;
- Respectful street users; and
- Improved community health.

## **PRESTON EAST**

### Key issues

The key issues identified by the participants along this section of the corridor included:

- Gower Street (east of Albert Street) is not pedestrian friendly with incomplete footpaths and heavy traffic.
- Perceived conflict between pedestrian and cyclists.
- Flooding issue around South and Patterson Streets.
- Copenhagen style bike lane will need to be managed to ensure it does not compromise safety of getting on/ off parked cars.
- Limited sense of unique identity to the street.
- Maintenance consideration for new landscaping.

### Proposed Framework Ideas:

Participants are generally supportive of the framework as presented and encourage further exploration of the following:

### *Overall corridor and beyond:*

- Roundabout cycle safety and continuation of line markings;

- Create a demand for more cyclists then deliver the final outcome.
- Green line for cyclists;
- Improved lighting and utilise street furniture for identity creation;
- Raised side street treatment are supported;
- Beautifying Streets;
- Landscaping opportunity within nature strip;
- Pause Points;
- Improved roundabouts to include pedestrian crossing;
- Encourage traffic movement along main roads instead of the study corridor;
- Industrial area to be prioritised for pedestrians; and
- Thematic landscape and lighting.

### **Hot spot 1: Cramer Street Protected Bike Lane**

Participants raised the following comments about the hot spot proposal:

- Consider how to mitigate potential for passengers exiting or entering parked vehicles to conflict with moving cyclists.
- Consider how important land uses such as Kindergarten may be impacted from protected cycle lane.
- Consider whether an interim option may be better suited, retaining the current alignment of parking and cycling and adding a buffer between bike lane and traffic lane.



Hot Spot 1: Sketch Concept

### **Hot spot 2: Chifley Drive**

Participants raised the following comments about the hot spot proposal:

- Consider whether the corridor is better suited to continue east along Water Road and investigate the potential for a new bridge link.
- Recognise the importance for safe and intuitive cycling/ pedestrian route to Darebin Creek.
- Consider if there is opportunity for signalisation of roundabout at Gower St and Chifley Drive intersection.





Hot Spot 2: Sketch Concept

## PRESTON WEST

### Key issues

The key issues identified by the participants along this section of the corridor included:

- Rat-running from major roads through north-south local streets.
- Acknowledge that Murray Road is a higher priority road for vehicle movement but has a lower speed limit due to school. Cramer Street becomes a preferred corridor for passing traffic.
- New units in the area increasing reliance on on-street parking.
- While outside the study area, the corridor intersection with St Georges Road is highly dangerous for cyclists
- Existing roundabout configurations are dangerous for cyclists, forcing bikes to share with vehicles.
- The bike path terminates at the intersection with Gilbert Street, making it difficult to cross safely.
- The corridor conditions are difficult for families to ride on the road. While there is a preference to use the bike path (as opposed to the footpath), it can be challenging to safely cross intersections and avoid fast moving traffic.
- Eric Street is generally avoided as a cycle link to Merri Creek due to significant slope.
- Lack of seating and rest areas along corridor for families with children.

### Proposed Framework Ideas:

Participants are generally supportive of the framework as presented and encourage further exploration of the following:

- Participants showed high support for intersection upgrades to side streets as a way to slow the speed of vehicles entering and exiting Cramer Street. Specifically, raised side intersections were highly encouraged acknowledging the additional benefit of improved pedestrian accessibility and pedestrian priority (adding a zebra crossing).
- Participants were supportive of the dedicated roundabout for pedestrians and cyclists, referring to Moray Street South Melbourne as the precedent benchmark.
- The removal of parking to the sough of Cramer Street was supported in principle as a way to provide greater safety for cyclists and slow the speed of vehicles. Further investigation was required to determine impacts on residents and community uses.
- Consider implementing wayfinding signage and bike/pedestrian promotional signage along the corridor to alert users of sustainable transport priority.

### Hot spot 1: Cramer Street dedicated bike path

Participants were generally supportive of the proposed concept sketch with additional items to consider including:

- Supportive of the separated bike path (on-kerb) and raised zebra crossings at the Jessie Street roundabout. Consider incorporating flashing lights or signals to alert drivers of pedestrian and cycle priority.
- Investigate impact of any parking removal (south side) to existing community uses in the area including Mosque, Church, TAFE and public open space.
- Implement a seating or rest node at the Jessie Street intersection within the public open space.
- Implement bike racks at the Cramer Street frontage in the public open space.



Hot Spot 1: Sketch Concept

Hot spot 2: James Street vehicle restriction

Participants were generally supportive of the proposed concept sketch with additional items to consider including:

- Eric Street is generally avoided as a cyclist route to Merri Creek given steep topography. Participants would generally travel south of James Street to Booth Street or north to Murray Road as a way to cross Elizabeth Street.
- Participants suggested the road closure and open space may be better suited to the south of Cramer as a means of restricting rat-running and correlating with typical bike movement to and from the west.
- As an alternative, participants suggested to integrate a pinch-point to the south in combination with the road closure to the north. This would slow vehicles along the entire extent and allow for safer bike riding to both the north and south.
- It was acknowledged that the road closure to the north of Cramer would still be useful for pedestrians (particularly families) as a rest point after travelling uphill along Eric Street.
- The Hot Spot design should also incorporate wayfinding signage and promotional signage about the corridor designation for walking and cycling.
- Seating, tree shade and a bike station were other elements that were requested as part of the new open space.



Hot Spot 2: Sketch Concept

# APPENDIX 1:

## ONLINE SURVEY QUESTIONS

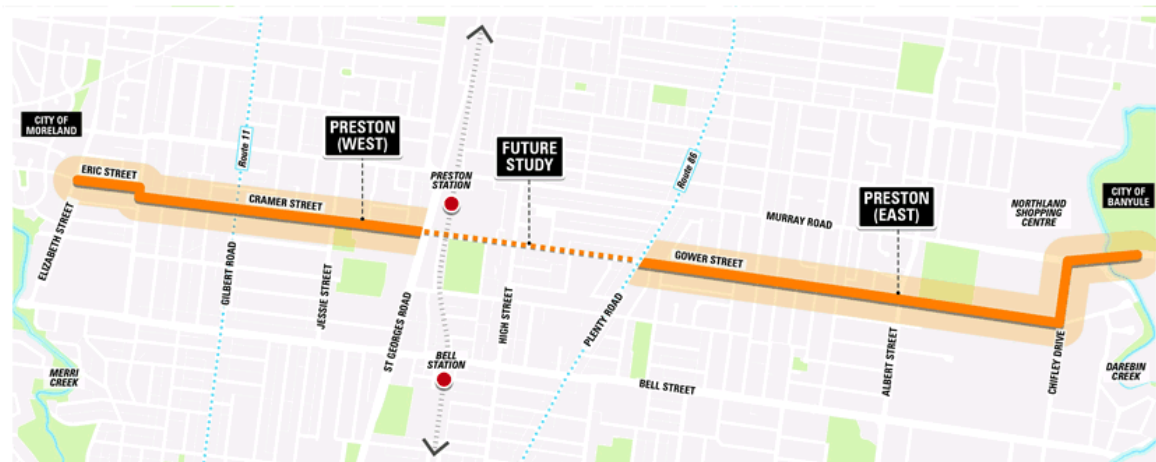


# Streets for People Survey (Preston)

1. The Study Area is split into 2 precincts (refer to map below). Please select the precinct you are responding to.

- Preston (West)
- Preston (East)

## Preston Corridor



**2. What's your relationship with the study area?**

- Resident
- Employee
- Student
- Frequent visitor (more than 4 times a week)
- Business
- Occasional visitor (less than 4 times a week)
- First time visitor
- Access the train station or tram stop
- Other (please specify)

**3. Do you have physical limitations that prevent you from walking, bicycling, or driving?**

- Yes
- No

**4. What's your primary mode of travel on weekdays?**

- Cycling
- Walking
- Car
- Bus
- Train
- Tram
- Other

**5. What’s your primary mode of travel on weekends?**

- Cycling
- Walking
- Car
- Bus
- Train
- Tram
- Other:

**6. Rank each of these from most important (1) to least important (6) for you?**

☰	⬇	On street car parking
☰	⬇	Walking paths
☰	⬇	Cycling paths
☰	⬇	Convenient driving
☰	⬇	Public transport accessibility
☰	⬇	Street trees and vegetation

**7. How would you rate each of these today for your area?**

	Very Poor	Poor	Okay	Good	Very good
Convenient driving	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walking paths	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
On street car parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cycling paths	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public transport accessibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Street trees and vegetation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



**8. What alternate modes of transport do you think should be promoted to reduce car traffic (private car, taxi's, ride share) in the study area?**

- Cycling
- Walking
- Bus
- Tram
- Other:

**9. On a scale from 'strongly agree' to 'strongly disagree', respond to the following statements:**

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unsure
I would allow my children to walk or cycle to school by themselves.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I consider cycling a risky form of transport along my street.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I frequently walk to my local convenient store/ parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I consider walking and/or running in my neighbourhood important to my health and wellbeing.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I would rely less on my car if there were safer bike paths.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I do not rely on on-street parking.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Strongly Agree	Agree	Disagree	Strongly Disagree	Unsure
I feel safe walking at night along my street.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I do not rely on signage to find my way around my neighbourhood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My street will benefit from more trees and landscaping.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**10. What if anything would make your journey to work/ university/ school more convenient? (Select at least 3)**

- less cars
- slower car speeds
- wider footpaths
- bicycle lanes
- more street trees
- public art and creative engagement i.e live exhibitions, workshops, markets, buskers
- more seating
- more interactive with retail and cafes i.e more café seating, edible gardens, outdoor
- more shade
- improved lighting
- improved crossings and junctions
- improved signage and information
- Other (please specify)

**11. What do you think is special about your street?**

12. What does a people-friendly street mean to you? (Select all that apply)



Pop-up parklets



Water Sensitive Urban Design



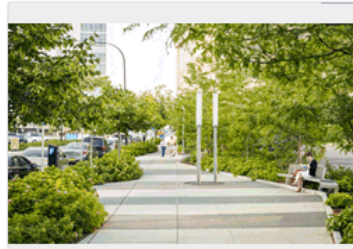
More pedestrian crossings



Temporary play spaces



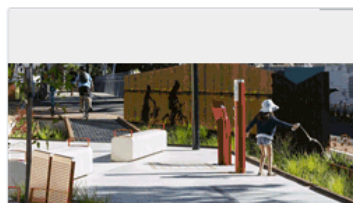
Protected bike paths



Street greening



Less car parking



More seating and gathering spaces



Slower car speeds



Improved lighting

**13. What is your age?**

***(The information collected will only be used for the purpose of this survey and Council will treat your privacy confidentially)***

0 - 14

35 - 44

65 - 74

15 - 24

45 - 54

75 - 84

25 - 34

55 - 64

85+

## Appendix B Streets for People Preston Activity Link

*Table 1: Opportunities and risks for investigation Preston East – Plenty Road to Darebin Creek*

Description	Risks	Opportunities
Installation of protected bike lane to be installed.	<ul style="list-style-type: none"> <li>Parking loss between Plenty Rd and Chifley Drive equalling 2.8km, or approximately 115 car parking spaces with approximately 55 of these in front of industrial properties.</li> <li>Community backlash due to removal of parking resulting in lack of support for the broader concept plans.</li> </ul>	<ul style="list-style-type: none"> <li>Housing on this section of Gower Street (Plenty Road to Albert Street) is mostly single dwellings per lot, with private driveways and off-street parking.</li> <li>The eastern-most leg, between Albert Street and Chifley Drive, is industrial on the south side and recreational land on the north.</li> <li>The removal of parking on one side of Gower Street to construct a protected bike lane in both directions (as shown in the Feasibility Study, <b>Appendix B</b>) would result in a significantly safer environment for our road users on bicycles</li> <li>Provide a safe environment for cyclists along a Strategic Cycling Corridor aligned with State Governments goals for a Primary Route.</li> <li>Promote Council's goals for the Climate Emergency Plan including reducing emissions from private vehicles, and the Council Plan goal of increasing bicycle trips.</li> </ul>
This project is proposed to be put on hold.	<ul style="list-style-type: none"> <li>Community frustration that they participated in engagement with no outcome.</li> </ul>	<ul style="list-style-type: none"> <li>Can resume project at a later date once the rest of the corridor is complete. This will allow the rest of the project to act as a demonstration project, and also to generate additional demand that will assist in making the case for change.</li> </ul>

*Table 2: Opportunities and risks for investigation Preston West – St Georges Road to Elizabeth Street*

Description	Risks	Opportunities
Installation of protected bike lanes on Cramer Street between St Georges Road and Gilbert Road.	<ul style="list-style-type: none"> <li>The issue of parking space reductions may adversely impact the other initiatives of the project.</li> </ul>	<ul style="list-style-type: none"> <li>A large section of this corridor is fronted by the Melbourne Polytechnic Preston Campus which has off-street carparking, with the remainder a mix of single and multi-dwellings per lot. It is also in proximity to the Preston Mosque and Preston West Primary School.</li> <li>Provide a safe environment for cyclists along a Strategic Cycling Corridor aligned with State Governments goals for a Primary Route. Improve access to key destinations, including the Polytechnic, primary school, and</li> </ul>

		<p>both Preston Secondary School and Coburg High School.</p> <ul style="list-style-type: none"> <li>Promote Council's goals for the Climate Emergency Plan including reducing emissions from private vehicles, and the Council Plan goal of increasing bicycle trips.</li> <li>Create an additional green space in the neighbourhood.</li> </ul>
Road closure on James Street between Cramer Street and Eric Street.	<ul style="list-style-type: none"> <li>Traffic is diverted on to adjacent streets from the road closure and the rat-running continues.</li> <li>Negative community feedback due to inconvenience of accessing neighbourhood from major roads.</li> </ul>	<ul style="list-style-type: none"> <li>During the Street Champion workshops, the street closure was developed further and had a high level of support, this should be delivered as part of the holistic western corridor project.</li> <li>Improve the local street environment by preventing rat-running.</li> <li>Traffic management on adjacent streets can be considered as part of the project development</li> </ul>
Route continues along Eric Street to Council border	<ul style="list-style-type: none"> <li>There is still not a safe crossing point from Darebin's side of Elizabeth Street to the Moreland side.</li> <li>Cyclists will exit Eric Street on to a high traffic volume environment.</li> </ul>	<ul style="list-style-type: none"> <li>Increases the case for advocacy for a safe crossing point to continue the link across Elizabeth Street, benefiting both pedestrians and cyclists.</li> </ul>

*Table 3: Opportunities and risks for investigation Preston Central – St Georges Rd to Plenty Rd*

Description	Risks	Opportunities
Installation of protected lanes on north and south sides.	<ul style="list-style-type: none"> <li>Already an on-road dedicated bike lane in this location, resulting in community perception that this is a waste of Council budget. Protected bike lanes are expensive to construct, depending on the type of treatment chosen.</li> <li>The raised pedestrian crossing treatment at Kelvin Grove may need to be modified.</li> <li>Parking loss between High Street and 260 Gower Street (Darebin Childcare and Kindergarten), which is equal to 22 parking spaces on the northern side, and 21 parking spaces on the southern side, totalling 43 spaces.</li> <li>Opposition to changes to all day unrestricted indented parking on Kelvin Grove and Townhall Avenue, and in the Preston Library and Townhall Avenue off-</li> </ul>	<ul style="list-style-type: none"> <li>Provide a safe environment for cyclists along a Strategic Cycling Corridor aligned with State Governments goals for a Primary Route, and servicing the many key destinations. Provide safe cycling access to the new Preston Secondary School (students over 12 can't legally ride on the footpath).</li> <li>Temporary separation treatments could be used east of High Street. This allows a lower cost trial period which can then be replaced by more permanent infrastructure such as kerbs in the long-term.</li> <li>Provide an example of high-quality, best practice road safety for cyclists, and set a benchmark for the types of treatments our community should expect, and link with high profile best practice projects at Preston Market and as part of the grade separation project.</li> <li>Changing 123 unrestricted parking bays to restricted parking: The parking</li> </ul>

	<p>street parking to restricted parking from police, businesses and Council staff.</p> <ul style="list-style-type: none"> <li>• This project adds to parking pressure during level crossing removal, Townhall Avenue social housing site development, and market site development.</li> </ul>	<p>in these locations would have a much higher turnover and benefit visitors to the area if restricted.</p> <ul style="list-style-type: none"> <li>• Trial sensor parking technology and real time parking availability information in these locations, at a cost of approximately \$40,000 - \$50,000 (installation and signage).</li> <li>• Could consider use of Council property to accommodate parking demand during disruption caused by the level crossing removal, Townhall Avenue social housing site, and market development to ensure that this project does not add further pressure.</li> </ul>
<p>Consultation timing</p>	<ul style="list-style-type: none"> <li>• Community consultation on the project may be confused with Preston Market and Level Crossing project consultations, or proposal for any of the projects impacts another project.</li> </ul>	<ul style="list-style-type: none"> <li>• The project will be considered in the context of wider change.</li> </ul>

**PRELIMINARY  
DRAFT**

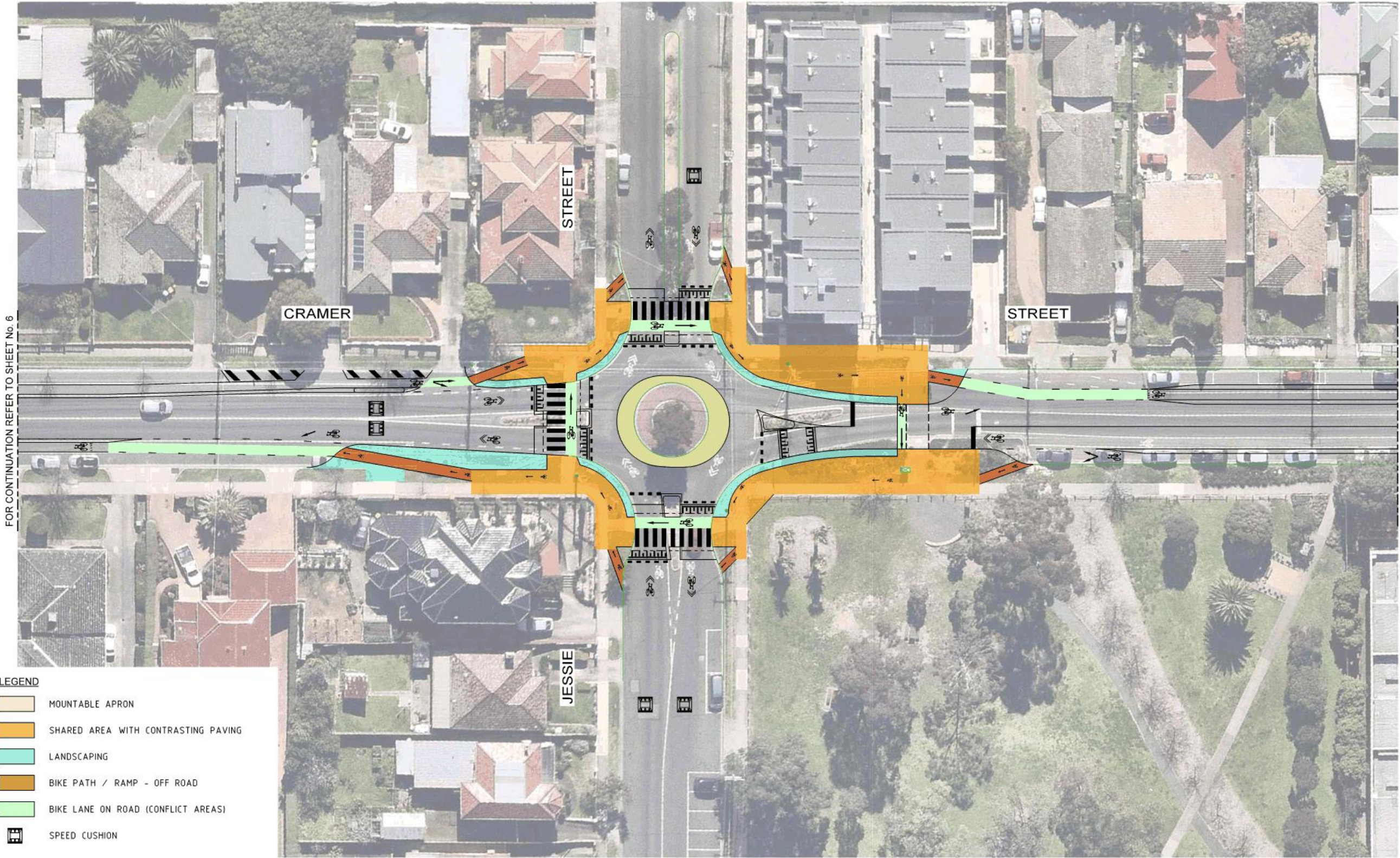


**STREETS FOR PEOPLE  
PROJECT DEVELOPMENT**  
Preston West: Priority Area 1



Project Ref:	2018747
Dwg No.:	UDD-001
Scale:	1:400 @A3
Date:	03.10.19
Revision:	A





FOR CONTINUATION REFER TO SHEET No. 6

FOR CONTINUATION REFER TO SHEET No. 8

- LEGEND**
- MOUNTABLE APRON
  - SHARED AREA WITH CONTRASTING PAVING
  - LANDSCAPING
  - BIKE PATH / RAMP - OFF ROAD
  - BIKE LANE ON ROAD (CONFLICT AREAS)
  - SPEED CUSHION

15/10/2019 180451-CTP-107  
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Drawing Record				
ISSUE	DRAWN	APP'D	DATE	AMENDMENT
P1	AE	BC	15.10.19	CLIENT COMMENTS

**WARNING**

BEWARE OF UNDERGROUND SERVICES

THE LOCATIONS OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AND THEIR EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL EXISTING SERVICES ARE SHOWN

**PRELIMINARY PLAN**

FOR DISCUSSION PURPOSES ONLY

SUBJECT TO CHANGE WITHOUT NOTIFICATION

DATE OF ISSUE: 15/10/19

**Notes & Legend**

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MELWAY MAP 18 D12-F12  
PRESTON

SCALE OF METRES

0 5 10

Streets for People - Cramer St Gilbert Rd to St Georges Rd Darebin City			
Traffic Treatments Concept Plan			
SHEET NO. 7	DRAWING NO. 180451-CTP-107	ISSUE P2	

# PRESTON WEST 1

PRELIMINARY DRAFT 7/10/19



### CYCLE INFRASTRUCTURE

- Shared cycle & vehicle/ Sharrow symbol on road
- Bike station/ seating node

### PEDESTRIAN & VEHICLE IMPROVEMENTS

- Raised side street treatment
- Landscape pinch-point with raised table
- Vehicle restriction for parklet
- Potential signalised intersection

### STREET GREENING & IDENTITY

- Additional street trees / nature strip refresh
- Wayfinding signage
- Lighting upgrade / accent lighting

### EXISTING CONDITIONS

- Tram route / tram stop
- Bus route / bus stop
- Existing signalised intersection
- Residential area

# PRESTON WEST 2

PRELIMINARY DRAFT 7/10/19



### CYCLE INFRASTRUCTURE

- Shared cycle & vehicle/ Sharrow symbol in roundabout
- Dedicated bike lanes with buffer / centre line removal
- Protected bike lanes
- Relocate car parking on south side of street
- Bike station/ seating node

### PEDESTRIAN & VEHICLE IMPROVEMENTS

- Raised side street treatment
- Round-about reconfiguration
- Raised pedestrian/cycle crossing
- Raised pedestrian crossing
- Speed cushion
- Raised table
- Signalled pedestrian and cycle crossing
- Landscape pinch-point

### STREET GREENING & IDENTITY

- Additional street trees / nature strip refresh
- Wayfinding signage
- Street greening opportunity
- Lighting upgrade / accent lighting

### EXISTING CONDITIONS

- Bus route / bus stop
- Existing playground
- Public open space
- Streets for People Corridor 3
- Off-road trail



## 8.9 CLIMATE EMERGENCY PROGRAMS AND THE FORMATION OF CLIMATE EMERGENCY AUSTRALIA

**Author:** Manager Climate Emergency and Sustainable Transport

**Reviewed By:** Chief Executive Officer

### EXECUTIVE SUMMARY

This report outlines the approach planned for Council's 2019-2020 climate emergency education, mobilisation and advocacy programs, and what is proposed as part of this program that responds to two recent Council resolutions.

Council is planning a continuous program of action to enable, facilitate and support the sustained, effective and large-scale action required to address the climate emergency. The program will be focused on ensuring that the entire community can contribute to Climate Emergency actions, and that those who are already mobilised are able to support Darebin's advocacy agenda. Feedback from stakeholders on Council's proposed climate emergency mobilisation program is detailed in the report and, in general, is supportive of the mobilisation and education components.

The report also outlines how Council will continue to develop and expand the network of climate emergency councils that it has already started to develop, with the plan to build this into a formal network called Climate Emergency Australia, and to invite local governments to join.

The report details an advocacy plan that will include formalising Council's policy position on the climate emergency, advocacy and messaging on 5th December 2019. It recommends that as part of this launch, Council call on state and federal government to respond to the climate emergency to achieve zero emissions by 2030 through policy reform that:

- Achieves 100% renewable energy by 2030 and then quickly doubles renewable energy supply - to meet all Australia's energy needs and foster new industry.
- Sets a target of 100% renewable energy by 2030 - to meet all Australia's energy needs and foster new industry.
- Requires all products and packaging sold in Australia to be made from fully recycled materials by default.
- Invests in the infrastructure to support the transition to all electric cars by 2025.

### Recommendation

**That Council:**

- (1) Note the 2019-2020 climate emergency education and mobilisation programs that are underway.
- (2) Establish Climate Emergency Australia as a network that stands independently of any one organisation and invite other organisations to join and support the network.
- (3) Promote Climate Emergency Australia and Council's advocacy priorities at the National Climate Emergency Summit to be held in Melbourne in February 2020, which Darebin City Council is sponsoring.

- (4) Work in partnership with the Northern Alliance for Greenhouse Action (NAGA) to build the network of local governments and to build local government capability to respond to the Climate Emergency by delivering workshops and webinars and sharing knowledge about and examples of effective responses on the climate emergency.
  - (5) Write to local governments who have declared a climate emergency to seek their support to in building common advocacy position on the climate emergency.
  - (6) Call upon the Victorian and Australian Government to respond to the climate emergency to achieve zero emissions by 2030 through policy reform that:
    - Achieves 100% renewable energy by 2030 and then quickly doubles renewable energy supply - to meet all Australia's energy needs and foster new industry.
    - Sets a target of 100% renewable energy by 2030 - to meet all Australia's energy needs and foster new industry.
    - Requires all products and packaging sold in Australia to be made from fully recycled materials by default.
    - Invests in the infrastructure to support the transition to all electric cars by 2025.
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## BACKGROUND

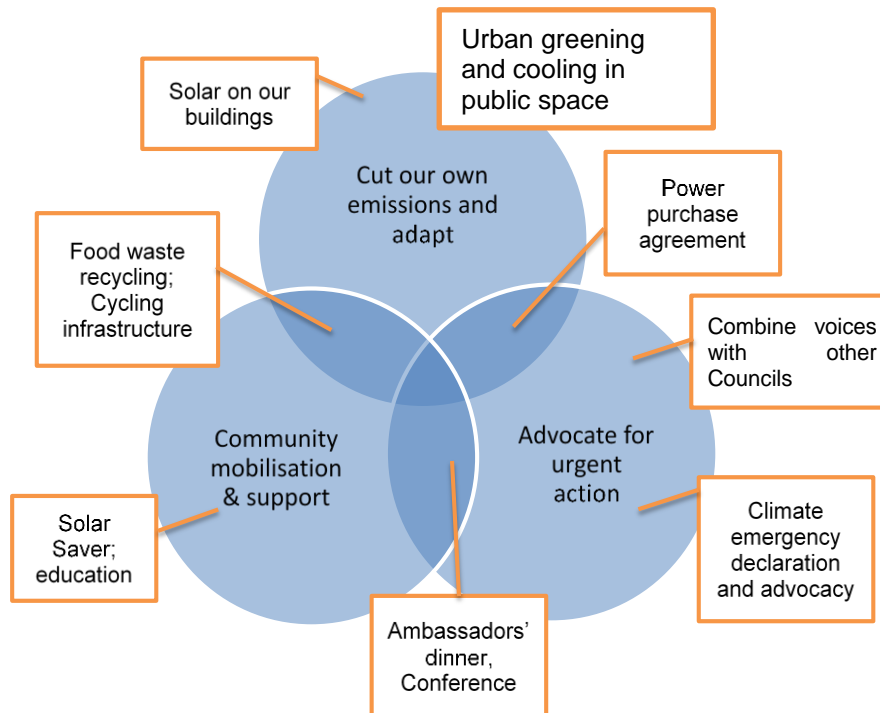
### Climate Emergency and Council's Role

Council was the first local government in the world to declare a Climate Emergency. Since then, over 1000 jurisdictions have declared internationally and Oxford Dictionaries named "climate emergency" as its 2019 Word of the Year, after a 10,000 percent increase in its use.

The Darebin Climate Emergency Plan 2017 outlines how Council will cut its own emissions and adapt services, and how it will mobilise the community and advocate. Actions in the Plan can be categorised into three broad strategies to address the climate emergency being:

- Community mobilisation and support
- Advocate for urgent action
- Cut our own emissions and adapt our services and infrastructure.

As the following diagram shows these three activities are not exclusive of each other, and in some cases, there is significant overlap for example, in Council's current work with other local governments in developing a tender for a Power Purchase Agreement for renewable energy, which will cut our own emissions, help mobilise wider action, and support advocacy.



### Long term goal - response to the Climate Emergency

To successfully address the climate emergency, several objectives would have to be achieved:

- The Australian community (including the Darebin community) would need to change their behaviour to transition to zero emissions by 2030.
- Political decision makers would need to change Australia's policy settings to decarbonise our economy and to invest in new infrastructure, and, for this to occur, significant community advocacy would be needed.
- Innovative business and technology solutions would need to emerge, and ultimately find markets for their services and products in order to compete
- Council would need to also ensure its services and infrastructure supports community to transition to zero emissions.

All this would need to be done quickly and ways to remove carbon dioxide from the atmosphere would be required.

### **Previous Council Resolution**

This report responds specifically to two Council resolutions outlined below. Council also allocated funds in the 2019-20 budget for climate emergency mobilisation.

Climate Emergency and transport mobility

In response to the feedback received from the community on the draft Parking Strategy Council passed the following motion at its meeting 24th June:

*“That Council:*

- 1) *Acknowledges the significant amount of feedback from residents regarding day-to-day mobility issues and our community’s strong desire to take meaningful local action to reduce transport emissions in response to the climate emergency.*
- 2) *Receives a report on options to pilot and support community-led mobilisation projects around local mobility issues, using funds that would have been allocated to the Draft Parking Strategy in the 2019–20 Council Budget.”*

Climate Emergency Australia Network

On 14 October, Council resolved:

*“That Council:*

- 1) *Notes that as the first government in the world to declare a climate emergency, Darebin continues to play a significant leadership role in Australia and around the world.*
- 2) *Notes that there are now over 1,000 government jurisdictions around the world and over 50 in Australia that have recognised the climate emergency, with more joining this movement each week.*
- 3) *Receives a report before the end of 2019 on Council’s current and future role in establishing, resourcing and launching ‘Climate Emergency Australia’ as a national network of governments, organisations, groups and citizens to mobilise collective action, resource-sharing and advocacy.*
- 4) *Includes on its website, social media and other communication channels (eg. banners on town halls and other Council buildings) prominent ongoing recognition regarding the need for urgent action in response to the climate emergency, with the above report to also outline how Council will continue to maintain high exposure communication across its channels.”*

## COMMUNICATIONS AND ENGAGEMENT

### Consultation

Climate Emergency Darebin (Advisory Committee) and other key stakeholders including local governments and community organisations have been consulted in relation to the design and implementation of the climate emergency program. Climate Emergency Darebin (Advisory Committee) will continue to be consulted in relation to the implementation of this program in accordance with the committee’s reviewed terms of reference.

What was their feedback?

During consultation, stakeholders provided feedback about the specific programs proposed, which supported the work, and feedback more broadly about responding to the Climate Emergency, which advised that much more action, collectively, will be needed to effectively respond to the Climate Emergency.

Feedback included need for fast action that accelerates change as soon as possible. Feedback included that much more action will be needed, quickly, to effectively respond to



the Climate Emergency. This is generally supported by the evidence relating to the risk associated with climate change and the scale and speed of the response required.

Some members of CED called on Council to invest much more effort, time and resources than is currently budgeted into responding to the climate emergency and in order to achieve this, to cut investment to other services and infrastructure.

This was on the basis that unless the climate emergency is effectively responded to, quality of life will be significantly impacted and there is risk of significant threats to our ability to continue to live the lifestyles that other services or infrastructure relate to.

Some stakeholders outlined that this would entail Council moving into a climate emergency mode where council would focus all its spare resources, seek additional resources, mobilise community resources and review existing programs to free up resources to respond to the climate emergency. For example, feedback included that Council consider questions such as: "Can major building projects be deferred and redirected to climate emergency programs?".

Regarding the specific mobilisation program, stakeholders suggested that one of the most important roles a Council can play as a leader and advocate, and in educating and mobilising community. In this sense the feedback from stakeholders confirmed that the proposed program of Climate emergency mobilisation and advocacy comprised valuable components and was supported. While there were various views about how much priority should go into each type of activity proposed, in general members supported all the activities proposed and regarded these as valuable and important responses to the Climate Emergency.

## **Communications**

Council's is developing climate emergency messaging. This will include social media to coincide with the third-year anniversary of the City of Darebin declaring a climate emergency on 5th December. This is discussed further in the report below.

## **Alignment to Council Plan / Council policy**

Goal 1 - A sustainable city

*Darebin Climate Emergency Plan 2017-2222*

## **Climate Emergency**

The development of a climate emergency program is in response to Council's commitment to taking ambitious action and to advocate to reach the core goals outlined in the Climate Emergency Plan.

## **Equity, Inclusion and Wellbeing Considerations**

Overall responding to the climate emergency effectively is important for contributing to wellbeing and equity across the city. This is because impacts of climate change disproportionately fall to less advantaged individuals and communities, both on a local and global scale.

In the detailed design, implementation and evaluation of the climate emergency programs outlined in this report, equity, inclusion and wellbeing considerations will also be integrated. This will include ensuring that programs create social inclusion and support communities traditionally under-represented in climate programs.

The work streams planned in the mobilisation program have a strong community building approach which supports community inclusion and wellbeing. Specifically, working with existing community leaders to help them act through their community networks fosters a community building and inclusion approach. ‘Growing the movement’ also builds local community.

**Cultural Considerations**

The design, implementation and evaluation of climate emergency programs will consider cultural considerations and consult with relevant departments on these issues, particularly around communications and engagement.

**Economic Development Considerations**

Effectively responding to the climate emergency quickly and key determinant of our long-term economic outlook. It will determine our long-term access to a range of natural resources including water and viable agricultural land, as well whether our economy secures advantages by being early leaders in new generation industries and technologies.

As well the design, implementation and evaluation of climate emergency programs will seek to maximise the economic development opportunities across Darebin. Many of the proposed programs work with other teams across council such as the Economic Development and the Arts and Festivals Teams to build economic development opportunities in Darebin.

**Financial and Resource Implications**

There is around \$300,000 funding in the current budget to support the activities outlined in this report. Also, the program approach is designed to maximise Council’s effectiveness considering both council strengths and capability and interest of community groups, leaders and other organisations.

Council’s existing climate emergency teams would coordinate and deliver the work which will be allocated between the five work areas. The budget would fund events management, promotions and communications, specialist support at times, workshops, seminars and materials and partnerships.

Council’s other major work areas which integrate with the climate emergency mobilisation program that is provided for in the budget include:

Climate Emergency and Environment Programs
Solar Saver – Residential and Non-residential solar installation programs
Council’s Power Purchase Agreement – for the purchase of renewable energy
Carbon Management Plan – implementing energy efficiency in council buildings
Waste Education/Sustainable Consumption
Food Waste recycling roll out
Food Programs - Backyard Harvest Events and food network support.
Sustainable Business Engagement program
Transport Programs
Safe Travel Program i.e. Octopus Schools
Streets for People – walking and bike riding infrastructure

Green Travel and Community Sustainable Transport Programs
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## Legal and Risk Implications

Effectively responding to the climate emergency requires mobilisation of community and advocacy and overall this will reduce a range of future risks including impacts to health and wellbeing, cost of adaptation, and potential liability risks.

## DISCUSSION

To date, Council's climate emergency education and mobilisation work has focused on:

- the promotion of the climate emergency and Council's declaration;
- events designed to engage and educate residents about the climate emergency;
- sustainability leadership programs;
- food waste and community food production;
- solar saver, and
- developing resource to help others learn about the climate emergency.

While these actions have reached large numbers of people there are three key opportunities:

- to build from these more effectively engage residents and community leaders in ongoing action,
- to move the focus from individual to collective action in order to operate at an emergency response level, and
- to collaborate with other governments and organisations to be more effective advocates, and more efficient regarding program delivery

To achieve this, a continuous program of action is planned to enable, facilitate and support the sustained, effective and large-scale action required to address the climate emergency. Future efforts will be focused on ensuring that the entire community can contribute to Climate Emergency actions, and that those who are already mobilised are able to support Darebin's advocacy agenda.

### Climate Emergency Programs: Mobilisation Strategy

#### 1. Building the base

A foundational step is to reach out to more Darebin residents to understand how to best involve them in council's climate emergency programs. This could be done through the formation of a database/webpage which would help council to support community members with networking, event promotion and support residents in taking advocacy actions. This will also enable council to determine its 'ladder of engagement' (how people get involved and how they can then move them from small simple action to bigger action) and would link to council's communications on the issues which is detailed below.

#### 2. Growing the movement

This stream will engage residents who are concerned about the Climate Emergency but do not feel motivated to act on it. This will often be the first time these residents would have engaged in community action and advocacy. One proven method of delivery is 'kitchen table' conversations. An existing organisation that runs this type of program is Climate for Change who run "Climate Conversations" which uses the Tupperware party plan model to facilitate

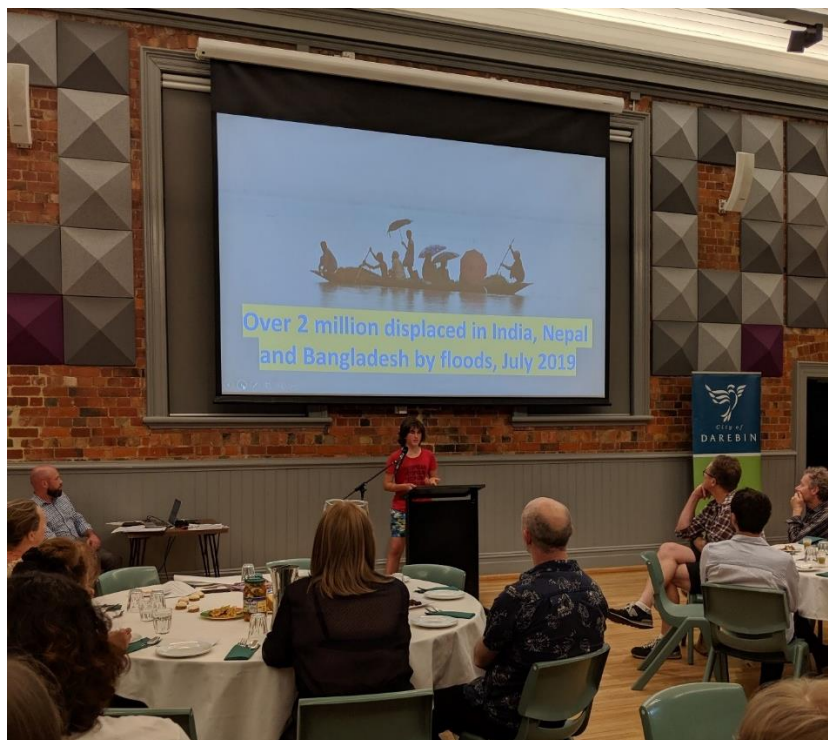
discussions about climate change in people's homes, among friends, with the intention of mobilising to advocate for change. They recently delivered a similar model for the Australian Conservation Foundation and engaged with over 300 residents per month.

### 3. Educate and innovate with our community leaders

Examples of work in this stream includes Council's ambassador programs and climate emergency dinner-type activities. The target audience of this stream includes existing community leaders, and entrepreneurial individuals with either business, social enterprise or community organising interests. Council's role is to build capability, engagement and knowledge for these people, and to ask them to act by leading action in their way with their communities on the climate emergency in Darebin. The Climate Emergency mobilisation program for 2019-20 is planned to include:

- As part of the *Pitch It* there would be streams for both waste and climate emergency mobilisation innovation.
- The Climate Ambassadors Program, which was run in May and October 2019 recruited a range of community leaders interested in leading grassroots community organising climate action within the community. These volunteers will be provided in-depth capability and skills development sessions.
- Council would also support community led action by actively promoting community events, and volunteer activities as a way of quickly supporting third party climate emergency activities.
- Ongoing work with participants as a stakeholder network and specific calls to them to support key advocacy actions.

Council also does other work that achieves this including work with business leaders in the sustainable business program, and work with school and local community leaders through Octopus Schools and sustainable transport programs.



The Darebin Climate Emergency Ambassadors Dinner – a dinner hosted by Council for our community leaders on 24 October 2019, Marco Bellemo, Year 12 School Captain, Northcote

High School, and climate activist, speaking on the Climate Emergency. The dinner is part of council's climate ambassador program.

#### 4. Proposed approach to resolution of 14 October

Communication messaging will be delivered to support and help delivery of all of council climate emergency programs. Specifically, it will address the Council resolution on 14<sup>th</sup> October 2019 which directs Council to advertise, through its communication channels, the need for urgent action in response to the climate emergency.

Key messages will be integrated in a common theme designed to reach a range of audiences; it will include sustained and ongoing social media and communications efforts. This will commence to coincide with the third-year anniversary of the City of Darebin declaring a climate emergency on 5th December 2016 and will also build support for three new key advocacy asks, which are proposed in this report for Council consideration, and discussed in the advocacy section below.

Related Council activities will be integrated into the overall campaign to strengthen communications overall. For example, communications on the Solar Saver, food waste recycling or sustainable business programs would be integrated at a messaging and programming level.

Council will also re-post social media messages from our community on the climate emergency and create a greater visual presence of the declaration through banners/signs on prominent council buildings. Part of the approach to this will be celebrating and leveraging community efforts – there is a good opportunity for council to support community effort by extending its reach more widely into the community, which this approach can achieve.

#### 5. Movement leadership and Advocacy

At a big picture, if there were successful advocacy to change some of the key policy settings in the Australian energy industry, or to increase building energy efficiency standards or to decarbonise the economy, these changes would dwarf anything that Council could do on its own within the current settings. Movement leadership and advocacy – this has two main elements:

- targeted advocacy efforts designed to deliver specific policy change where community voice is critical in success, and
- building alliances across both government and non-government sectors to build support and effective collaboration on advocacy and practical change.

The advocacy approach proposed is two pronged:

- Headline, ambitious advocacy asks to inspire rapid effective policy change, which resonate with communities and thought leaders.
- Deliberate, persistent advocacy on key policy issues that is designed to affect specific, structural change in the Australian policy environment.

In 2019-20 Council would formalise its position as a single and simple document, with brief, visible policy position statements. These would then link to council's community advocacy campaign in 2020.

It is proposed that on 5<sup>th</sup> December, Council commence its messaging with three headline policy requests of state and federal government to respond to the climate emergency, and this report proposes that Council endorse these, which are outlined below.

Council will continue to leverage the range of opportunities it currently has to build momentum for an emergency response and to reiterate the importance of the climate emergency including through:

- Promotion of projects designed to cut emissions including food waste recycling
- Responding to current news through a Climate Emergency lens
- Formal submissions on consultations (such as the better apartment guidelines)
- Presentation to the Inquiry into Recycling and Waste Management.

### **Calling on state and federal government**

It is proposed that on 5<sup>th</sup> December, Council commence supportive messaging in social media, and other media channels, with three headline policy requests of state and federal government to respond to the climate emergency, and this report proposes that Council endorse these, which are outlined below.

Council would, call upon the Victorian and Australian Government to respond to the climate emergency to achieve zero emissions by 2030 <sup>1</sup> through policy reform that:

1. Achieves 100% renewable energy by 2030 and then quickly doubles renewable energy supply - to meet all Australia's energy needs and foster new industry.

There is no doubt that the future of energy supply is renewable energy. Victoria, and Australia will need to transform the all its current electricity supply to renewables and then will also need to go further in order to power the future electric vehicle fleet, to allow for the rapid transition away from natural gas, to meet the needs of the growing population, and to foster new industry.

Australia has some of the most significant renewable energy resources available in the world which is not only a competitive advantage for our economy but also enables us to innovate to find new ways of harnessing that energy. Victoria can draw upon its solar, wind and storage energy capacity to meet this target. Getting policy in place that transforms our use of energy to renewable energy and phases out gas is what's needed.

It is a target that could be achieved in part with much better energy efficiency. If energy efficiency standards in our buildings are increased to help manage energy demand. The Victorian Government has previously led the states in introducing new building standards and there is no reason why it cannot do this again through introducing standards for zero carbon new buildings and significant renovations. The Victorian Government's recent pilot Zero Net Carbon Homes program is a good start and demonstrates how achievable these actions could be if there was the policy and resource commitment made by Victorian Government to do so.

The Australia Government can act quickly to resource work in fast tracking world best energy efficiency performance standards of appliances and equipment. Australian appliance standards are not on par with world leading regulation which means Australia consumers are buying some of the least energy efficient products in the market. More energy efficient lighting, appliances, and equipment means that less electricity power generation is needed to be installed.

Council is switching all its electricity to 100% renewables and investing in solar panels on its building roofs. Council is also delivering a rolling energy efficiency upgrade program for its buildings and transition its fleet to all electric vehicles.

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<sup>1</sup> The Victorian Government Renewable energy target is currently 50% by 2030 (with existing, legislated renewable energy generation targets of 25% by 2020 and 40% by 2025).

Council's new buildings – such as the new Northcote Recreation and Aquatic Centre will be 100% supplied by renewable energy (gas will not be connected to the building).

2. All products and packaging should be made of fully recycled materials by default.

Requiring new products to be made of fully recycled materials would transform the way manufacturing is done and transform the recycling market. There would be many more buyers for recycled materials, and the value of recycled materials would go up, which means that there would be more investment in good quality recycling collection networks and facilities – which is one of the big challenges for local governments and for the recycling sector.

This would protect forests and cut emissions by avoiding the need for new materials, and it would protect oceans and waterways by cutting litter and waste. Further, the costs of waste disposal for ratepayers (our community) would reduce over time and instead people who buy the most products would cover the cost associated with waste. This would be fairer, and better for the environment.

A policy like this would need to make some exceptions – there will be some uses where recycled materials aren't appropriate (e.g. some medical applications for example).

The Australian Government and the States need to work together to commit to an integrated approach in making this policy work.

Council now buys many recycled products and its road resurfacing work uses recycled plastics in asphalt. Council has developed a Social and Sustainable Procurement policy to drive recycling as any new supply arrangements are made.

3. Invests in the infrastructure to support the transition to all electric cars by 2025.

We can't address the climate emergency and continue to use fossil fuels in transport. There are now alternatives to petrol cars, and now is the time to phase them out. Other governments around the world have committed to do this such as the United Kingdom, France, Germany and the Netherlands. India plans to only sell electric cars by 2030.

Australia's transport greenhouse gas emissions are one of the fastest growing sources of end-use sectorial emissions in Australia. Until fossil fuel powered vehicles are phased out this trajectory is will continue to increase.

In addition to the greenhouse gas mitigation benefits, phasing out petrol vehicles also reduces air pollution which results in asthma and higher rates of lung disease and other cancers. With more buyers for zero emissions cars, technology improvements will accelerate and there will be better choices and better prices.

The Australian Government has a key role to play in fast tracking charging infrastructure along the major highways across the country to ensure that we can continued to travel long distances – and maybe exemptions for some people or parts of Australia will be needed.

Council has started to introduce electric and hybrid vehicles into its own fleet and started installing charge points. It is investigating options for how to change all its fleet.

**Approach to community mobilisation on transport issues**

Council requested on 24 June 2019 that officers advise on increasing community mobilization on transport matters.

The program outlined in this report is expected to increase community mobilisation on transport. It does this indirectly and in an integrated way by using a community development approach to underpin two of the community mobilisation work streams: 'growing the movement' and 'educate and innovate with community leaders'.

What this means is that community will identify the actions they wish to take, rather than Council directing it. While this means that Council will not know the specific programs or quantum of until they start, this will result in a range of new community and entrepreneur led transport focused activities.

Council can expect that this approach will result overall in more activity than if Council was seeking to run these programs itself. Council will also actively promote community activities and a range of existing apps that facilitate community cooperation and ride sharing. Examples of this approach include work with Love Our Streets and the Darebin BUG to re-post their actions/clean up days through the City of Darebin Facebook page. Council's grants program also creates opportunities for support for community transport initiatives.

Further, Council's advocacy work covers many transport issues as a priority. As already outlined in the report there will be targeted advocacy campaigns and for a number of these council would call on community to support its advocacy.

Council currently runs a range of transport focused community education and mobilisation work. This is a reasonable sized program and as it has been running for several years it means that Council has progressively worked with more and more schools and other community groups.

Finally, regarding part 'a' of the resolution of 24 June 2019, officers advise that when the 2019-20 budget was adopted, the proposed funding of \$150,000 which had been in the draft budget for implementation of the Parking Strategy was reallocated to other projects. There is not currently unallocated budget.

### **Establishment of Climate Emergency Australia network**

#### The opportunity and focus

What's most needed in a network is a way for local governments, organisations and groups to build capability for organisational response to the climate emergency and to allow quick mobilisation on key advocacy issues on climate emergency. There is not a need for practical resources about how to cut emissions – most of the solutions for climate emergency are well understood and there is a range of excellent resources that exist and organisations that specialise in this. Therefore, officers propose that Climate Emergency Australia Network would focus on building an alliance of local governments and organisations calling for an emergency response, and to help them collaborate effectively as advocates and in their own responses.

This would be specifically designed to be an alliance of organisations with shared goals, as distinct from alliances based on regional groupings, which can sometimes not share goals or similar appetite for action. As such, this network would focus at the 'front' of the effort to respond to the climate emergency and to build a strong collaboration of supportive organisations, that more and more organisations join over time.

The focus of effort to start with would be building alliances of local governments because of the opportunity to quickly build common advocacy platforms, although good opportunities for other alliances would not be precluded.



Council's current role in establishing a network

Over the last year Council staff and the members of Climate Emergency Darebin have been actively reaching out to other climate emergency councils in Australia and around the world to support greater connection and collaboration. This has been through webinars, workshops, social media and council to council conversations. This has occurred through events that Council has organised and through the existing networks such as the Northern Greenhouse Alliance for Greenhouse Action.

Next steps

Council will continue to develop and expand the network of climate emergency councils that it has already started to develop, with the plan to build this into Climate Emergency Australia and to formalise an invitation to local governments to join the network.

Specifically, the following next steps/activities are proposed:

1. Develop and resource a partnership between Council and the Northern Alliance for Greenhouse Action (NAGA) to further develop the network and support local governments involved by delivering Climate Emergency workshops and webinars and collect case studies on local government action on the climate emergency. This will include reaching out to further local governments to support and resource this work.
2. Subject to checks regarding naming rights etc, Climate Emergency Australia would be established a network. Darebin would initiate and own this until such time in future as it formally agrees to share it with other participants or license or gift it to another party.
3. To promote Climate Emergency Australia and Council's advocacy priorities at the National Climate Emergency Summit to be held in Melbourne in February 2020, which Darebin City Council is sponsoring;
4. Seek to build common advocacy positions with nearby local governments to strengthen effectiveness. This work would be done in parallel to building Climate Emergency Australia, although officers would expect to explore whether this can ultimately help establish Climate Emergency Australia.
5. In future years, explore the most appropriate ongoing model for Climate Emergency Australia, on the basis that:
  - i. Costs would be shared between participants
  - ii. For at least the first two years the network would be through a partnership arrangement with a lead organisation playing a secretariat role, rather than a formal separate organisation.
  - iii. In future, it is possible that the participants may consider a formal separate organisation, or service contract to run the network could be useful. This would be explored and considered in future years.

Working with Citizens

Generally, the network would leverage the communications channels and campaigns of its participating organisations to call on community so support key advocacy work. At times the network is also likely to collaborate on shared and broad campaigns to be effective.

## OPTIONS FOR CONSIDERATION

**Option 1** – To endorse the advocacy statements as recommended in this report and proceed with the planned climate emergency and mobilisation programs for 2019/2020 (**recommended**)

The climate emergency messaging would launch on 5<sup>th</sup> December 2019 including calling for support for the key advocacy statement.

This option will deliver a continuous program of action to enable, facilitate and support the sustained, effective and large-scale action required to address the climate emergency. Future efforts will be focused on ensuring that the entire community can contribute to Climate Emergency actions, and that those who are already mobilised are able to support Darebin's advocacy agenda.

**Option 2** – To adopt amended advocacy statements and proceed with the planned climate emergency and mobilisation programs for 2019/2020

The climate emergency messaging would start on 5<sup>th</sup> December 2019 including calling for support for the key advocacy statement.

This option will deliver a continuous program of action to enable, facilitate and support the sustained, effective and large-scale action required to address the climate emergency. Future efforts will be focused on ensuring that the entire community can contribute to Climate Emergency actions, and that those who are already mobilised are able to support Darebin's advocacy agenda.

**Option 3** To pause and re-design or reconsider the advocacy statements and program (**not recommended**)

Not delivering a comprehensive, integrated climate emergency program risks council's reputation as a leader in local government climate action. Continuing to deliver isolated events as council has done so far means that it does not build momentum and action around the climate issue.

## IMPLEMENTATION STRATEGY

### Details

The activities and ideas presented in this report are currently in development. Further details will be provided to councillors as these activities and events roll-out.

### Target setting, monitoring and evaluation

A monitoring and evaluation framework will be developed which will help to set targets and enable us to measure the success or otherwise of the mobilisation work.

### Communication

Council officers will continue to seek input and feedback from Climate Emergency Darebin Advisory Committee in relation to the design and implementation of Darebin's climate emergency mobilisation programs.

### Timeline

The climate emergency program will be implemented over the 2019-2020 financial year

**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.

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**8.10 COUNCIL SUBMISSION TO MINISTERIAL ADVISORY COMMITTEE- PLANNING MECHANISMS FOR AFFORDABLE HOUSING**

**Author:** Principal Strategic Planner

**Reviewed By:** General Manager City Sustainability and Strategy

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**EXECUTIVE SUMMARY**

This report proposes that Council endorse an informal submission to the Ministerial Advisory Committee (MAC) on Planning Mechanisms for Affordable Housing.

The MAC has been established to provide recommendations to the Minister for Planning on options to develop a state planning policy to facilitate supply of affordable housing. The MAC is made up of experts within the planning and housing sectors.

The MAC is not accepting formal submissions; rather it is engaging directly with selected stakeholders. Notwithstanding this, there is opportunity for Council to form a public position on this matter to emphasise the importance of this issue, and to endorse the attached for submission to the MAC.

The current mechanisms for delivering affordable housing through the planning system are considered inadequate. Since their introduction on 1 June 2018, these mechanisms have delivered zero affordable dwellings in Darebin, an experience common to multiple councils in Melbourne. This is despite Council's efforts to encourage developers to make such contributions, and the launch of an affordable housing advisory program within Council, in collaboration with the City of Moreland. Council acknowledges that the current mechanism has been in place only a short while but would expect that some outcomes would have been achieved over the 16 months since their implementation, if the mechanisms were effective.

The proposed submission includes responses to the MAC's terms of reference and draws on Council's experience in securing affordable housing outcomes. It calls for mandatory controls to deliver affordable housing and acknowledges the need for significant state and federal government investment to complement this.

The report recommends Council endorse the submission (**Appendix A**) and write to the Minister for Planning to request the introduction of mandatory affordable housing controls. If Council endorsed the submission, officers would seek to work with other councils in Melbourne to most effectively advocate Council's position.

<b>Recommendation</b>
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**That Council:**

- (1) Endorses the submission attached in **Appendix A** and authorise the General Manager City Sustainability and Strategy to make a submission to the MAC on Council's behalf.
- (2) Writes to the Minister for Planning and Housing to request:
  - a. Introduction of mandatory controls for affordable housing in the planning scheme; and
  - b. Meaningful engagement with councils in determining and implementing the planning mechanisms for affordable housing.

## BACKGROUND / KEY INFORMATION

### What is affordable housing?

Affordable housing is term used for many different purposes. Most commonly, it is understood to mean housing that is less than 30 per cent of a household's income, for those in the bottom 40 per cent of income earners.

On 1 June 2018, affordable housing was given specific definition under the *Planning and Environment Act 1987*. Under this definition, affordable housing is:

*"...housing, including social housing, that is appropriate for the housing needs of any of the following— (a) very low -income households; (b) low income households; (c) moderate income households."*

The breakdown between very low, low and moderate income households is defined by a supporting instrument (a Government in Council Order).

- **Public housing:** housing that is owned and managed by the State government. Eligibility is income based and priority is given based on need (those escaping family violence, those with a disability or health requirements, those escaping homelessness).
- **Community housing:** housing that is owned and/or managed by not-for-profit housing providers regulated by the Housing Registrar. Eligibility is the same as for public housing.
- **Social housing:** an umbrella term incorporating both community housing and public housing

### What changes took place on 1 June 2018?

The State Government, through its housing policy *Homes for Victorians*, has established objectives and strategies to respond to housing need in Victoria. Part of this includes changes to the planning system to increase the supply of affordable housing. On 1 June 2018, the following changes were introduced:

- The facilitation of affordable housing was made an objective of planning under the *Planning and Environment Act 1987*.
- Affordable housing was given a definition under the Act (as noted above).
- Affirmation of the use of Section 173 agreements to secure affordable housing contributions.

Key issues to note in relation to these changes are:

- Affordable housing contributions are voluntary and cannot be required.
- The agreements must be negotiated between councils and applicants.
- The value and quantum of affordable housing contributions are open for debate. Councils (or responsible authorities) cannot 'hold applicants to ransom' for affordable housing by refusing to determine permit applications or rezonings due to a lack of / low value of contributions.
- The guidelines use a 'value creation' model, whereby the affordable housing contribution is relative to the 'value' that is created through the planning process (for example, value can be created through consolidation of land, or through increased height allowances, or decreased setbacks, or the granting of a permit). This means that affordable housing contributions can be "traded" for other planning outcomes.

### What is Inclusionary Zoning?

“Inclusionary zoning” is a term used to describe mandatory contributions to affordable housing. It refers to approaches where a portion of dwellings within a development (for example, 20 per cent) are required to be affordable. Such approaches have been implemented successfully in other jurisdictions, most notably the United Kingdom. A key part of this success is that the requirements are applied consistently across all development. This provides a ‘level playing field’ and ensures that affordable housing is considered by all developers in determining site feasibility.

While the term includes the word “zoning”, for the purpose of this report it is used to refer to any tool that could be used to implement mandatory controls (i.e. overlays, particular provisions, other tool).

### Previous Council positions and activities regarding planning mechanisms for affordable housing

For many years, Council has advocated for mandatory planning mechanisms for affordable housing, predominantly in the form of inclusionary zoning. This advocacy has occurred via MAV State Council meetings and via policy and advocacy documents. The *Darebin Housing Strategy 2013* encourages contributions to affordable housing as part of large developments and rezonings.

From January to June 2019, Council implemented an *Affordable Housing Advisory Pilot Program*, in collaboration with Moreland City Council. This program involved the appointment of a part time advisor, who provided advice regarding permit applications and rezonings, and delivered training workshops for staff.

In the absence of mandatory controls, Council has made attempts to secure voluntary contributions to affordable housing on multiple occasions but have not been successful.

### Previous Council Resolution

At its meeting held on 2 September 2019, Council resolved:

*“That Council:*

*(1) Submit the motion attached at Appendix B (as amended) to the October 2019 Municipal Association of Victoria State Council meeting”*

Appendix B was amended to read as follows:

Motion: Social and Public Housing

‘That the MAV acknowledges the need for 3,000 new social and public housing units to be built every year for ten years in Victoria as identified by the Victorian Homelessness Council and commits as a sector to:

- Lobby the state government to invest in these number of units
- Commits to working as a sector to identify suitable sites on public land to assist in reaching this goal.’

On 18 March 2019, Council resolved:

*“That Council resolves to:*

*(1) Submit the motions titled:*

- a) Advocacy to Relieve Infrastructure Stress for Local Government*
- b) Awareness Campaign*
- c) Climate Emergency*
- d) Compulsory Inclusionary Zoning in Planning Schemes for Affordable Housing*
- e) Improving Energy Performance Standards for all Australian Homes*
- f) National Advisory Body on Population, Migration and Interculturalism/Diversity*
- g) National Grey-Spot program and Road User Pricing, subject to the inclusion of the following point in the submission made to ALGA:*
  - Support funding for other infrastructure to ensure safe walking routes for older pedestrians such as:*
    - Rest areas and seats*
    - Mobile battery charge stations*
    - Crossing refuges*
    - Water fountain*
- h) Nursing Service*
- i) Waste Recycling*

*to the 2019 Australian Local Government Association National Assembly.*

*(2) Submit the motions titled:*

- a) Awareness Campaign*
- b) Rate Capping, subject to the inclusion of the following point in the submission made to MAV:*
  - Rate cap exemptions tied to specified and means tested social justice projects to address the needs of disadvantage residents and postcodes.*
- c) Compulsory Inclusionary Zoning in Planning Schemes for Affordable Housing, subject to the title being amended to ‘Compulsory Inclusionary Zoning in Planning Schemes for Public, Social and Affordable Housing’, and subject to the inclusion of the following information in the submission made to MAV:*
  - public housing numbers*
  - homeless and temp housing measures.*
- d) Less Car Dependant Society and Cycling Infrastructure*
- e) Nursing and Medication Management Subsidy for Home Care Packages*
- f) Tree Protection*
- g) Waste Recycling*
- h) Advocacy for Homeless Women Aged 50+*

*to the May 2019 Municipal Association of Victoria State Council meeting.*

The Compulsory Inclusionary Zoning in Planning Schemes (referred to in item 2c) read as follows:

1. *Advocate for a coordinated, national response to housing issues, incorporating all levels of government.*
2. *Advocate for mandatory controls in planning schemes, in the form of inclusionary zoning, to require affordable housing contributions as part of private development.*
3. *Ensure MAV is appropriately resourced to support Councils to implement state government housing policy.”*

This motion was carried, with minor changes, at the MAV State Council meeting on 17 May 2019.

## **COMMUNICATIONS AND ENGAGEMENT**

### **Consultation**

Consultation has taken place with the following internal stakeholders:

- Manager City Futures
- Coordinator Strategic Planning

The findings of community consultation from previous projects has informed this submission.

## **ANALYSIS**

### **Alignment to Council Plan / Council policy**

Goal 3 - A liveable city

Within Goal 3 is the action to collaborate with the Victorian Government to plan high quality public housing and examine opportunities for social housing to be provided on Council-owned land.

### **Environmental Sustainability Considerations**

The submission supports environmental sustainability by targeting affordable housing in larger developments, which are typically in activity centres and well-served by public transport. The submission states that environmental sustainability should not be compromised if mandatory affordable housing contributions are required as part of development.

#### **Climate Emergency**

The submission does not directly address the climate emergency or emissions reduction. It is focused on the inclusion of affordable housing in larger developments. The submission notes that the inclusion of such controls should not be at the expense of other critical matters, including environmentally sustainable development.

### **Equity, Inclusion and Wellbeing Considerations**

Access to safe, secure housing is a significant consideration in equity and inclusion. Currently, only 1.9 per cent of rental housing is affordable to those on Centrelink payments. There is significant demand for affordable housing in Darebin, and almost 29 per cent of new housing supply needs to be affordable in order to meet this demand.



### **Cultural Considerations**

The submission does not directly address matters relating to culture.

### **Economic Development Considerations**

The submission itself does not pose any issues for economic development in the municipality.

If mandatory planning mechanisms (e.g. inclusionary zoning) were to be introduced, this may impact upon development feasibility in the short term. Expert analyses undertaken for Council with regard to other planning interventions (specifically the open space levy) demonstrates that the market adjusts to such interventions and that there is limited impact upon development feasibility in the long term.

### **Financial and Resource Implications**

There are no budgetary implications in preparing or lodging the submission to the MAC.

Advocacy activities discussed in this report are provided for within Council's operating budget.

### **Legal and Risk Implications**

The MAC will deliver recommendations to the Minister for Planning, which could result in changes to legislation in the future. Council would be informed of any legislative changes arising from this process.

The submission to the MAC is considered to be a low-risk activity.

## **DISCUSSION**

### **Submission Summary**

The submission has been drafted in response to the MAC's terms of reference, specifically in response to the following tasks of the MAC:

***4a** Advise on the efficacy of Victoria's current planning policy settings and mechanisms for affordable housing contributions via the planning system, taking into account:*

- *the scale and distribution of affordable housing need, and*
- *the supply of affordable housing likely to be realised through the planning system under current policy settings*

*This will include consideration of the outcomes to date of the introduction of the voluntary framework which came into operation on 1 June 2018 and its potential to meet the demand for affordable housing.*

***4b** Consider the benefits and costs, opportunities and constraints of any alternative models and options to enable planning mechanisms to contribute to affordable housing. This will include consideration of mandatory requirements, any other options, any associated regulatory legislative impacts and the impact on key stakeholders (developers, local government, housing providers, community)*

*4c Consider how such models (whether current or alternative) could be implemented taking into account the housing market cycle and impact on housing prices in different sub-markets and areas and appropriate risk management strategies."*

The full submission is attached in **Appendix A**. In summary, the submission states:

- The current planning policy settings are inadequate in responding to the demand for affordable housing.
- The quantum of affordable housing that can be expected to be delivered via the current controls is extremely limited, as it relies upon developer willingness and applies to only a portion of development (i.e. developments above a particular number of dwellings).
- Mandatory controls would deliver substantial benefits, foremost the delivery of safe and secure housing for those in need.
- The cost of delivering affordable housing must not be the sole responsibility of the private sector. The contribution of the private sector must be complemented by government funding.
- A staged implementation of mandatory controls should be undertaken to enable the market to prepare and adjust.

### **The need for affordable housing in Darebin**

Analysis undertaken in 2018 indicates that there is significant unmet need for affordable housing in Darebin. Similarly, current state and federal government policy and housing programs are not expected to address this need into the future. Without change in policy and programs, this need will therefore remain unmet.

### **Calling for inclusionary zoning with other councils**

For the past year, officers have participated in an *Inter-Council Affordable Housing Forum*, convened by Melbourne City Council. This network has enabled sharing of information, projects and knowledge across many different councils.

Melbourne City Council, who leads and facilitates this forum, has recently formed a position with regard to the MAC. This decision provides an opportunity for Council to stand alongside Melbourne City Council in forming a public position with regard to this submission. Further joint advocacy opportunities may arise through officers' participation in the Forum.

### **The planning system alone cannot meet demand for affordable housing**

Contributions from developers to affordable housing, even if mandatory, will not deliver enough affordable housing to meet demand. The scale of need is too great for such contributions, in isolation, to address. These contributions must be funded by investment by state and federal governments in affordable housing.

## **OPTIONS FOR CONSIDERATION**

### **Endorse submission (recommended)**

This report recommends that Council endorse the submission in **Appendix A** and write to the Minister for Planning requesting that mandatory controls be introduced, and that further engagement with councils be undertaken. It also recommends that Council participate in future advocacy opportunities that are in alignment with its position, in conjunction with other councils across Melbourne.

**Amend submission**

Council could choose to make amendments to the submission and submit the amended document to the MAC.

**Do nothing**

Council could choose not to endorse the submission.

**IMPLEMENTATION STRATEGY****Details**

- Write to MAC secretariat of Council's endorsement of the submission in Appendix A (early December 2019)
- Write to the Minister for Planning to seek the following (early December 2019):
  - Implementation of mandatory controls for affordable housing
  - Direct engagement with councils regarding these mechanisms and their implementation
  - Increased State Government funding of public and community housing, to complement these controls.
- Continue to participate in the Inter-Council Affordable Housing Forum and advocacy activities arising from this, in alignment with this decision and Council's established policy (ongoing).

**Communication**

A letter will be sent to the MAC secretariate and Minister for Planning.

**Timeline**

Timelines are referenced under 'Details' above.

**RELATED DOCUMENTS**

- Darebin Housing Strategy 2013-2033

**Attachments**

- Submission to MAV- Planning Mechanisms for Affordable Housing (**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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## Submission to Ministerial Advisory Committee on Planning Mechanisms for Affordable Housing

November 2019

Note: this submission has not been endorsed by Council. It will be considered by Council on 2<sup>nd</sup> December 2019.

## **Darebin City Council submission Planning mechanisms for affordable housing**

### ***Introduction***

Darebin City Council welcomes the opportunity to provide input to the Ministerial Advisory Committee on Planning Mechanisms for Affordable Housing (the MAC) with an officer-level submission.

Council is deeply committed to increasing the supply of affordable housing in Darebin. Recent analysis undertaken by Council indicates that 28 per cent of all new housing must be social housing to meet demand. Land prices in Darebin are increasing, pricing out growing numbers of households from the local housing market.

Over many years, Council has consistently advocated for mandatory provisions for affordable housing in the planning scheme. Council welcomes the steps taken by the Victorian Government to strengthen the role of the planning system in facilitating affordable housing, including introducing an affordable housing definition into the Planning and Environment Act 1987. Similarly, Council welcomes the establishment of the MAC.

However, as detailed further in this submission, Council is of the view that the existing mechanisms are inadequate, having delivered very few outcomes and having limited capacity to respond to demand. The voluntary system cannot be relied upon to meet the challenges of responding to affordable housing demand.

In addition to utilising the planning system, Council is of the view that there is critical need for substantial, ongoing investment in affordable housing. There is no reliable source of funding for housing associations or government agencies to supply social housing. In the absence of such funding, the planning system can only ever be expected to deliver a minor amount.

Council's experience regarding this matter is detailed in the attached document, in accordance with the MAC's terms of reference. Council would welcome the opportunity to participate in further consultations regarding this matter.

Council officers support MAV's request that the MAC speak to individual councils regarding these matters. Councils are best placed to advise the MAC on these matters and hold a wealth of knowledge and experience in both policy and implementation.

### ***Background***

Council notes that the changes to the *Planning and Environment Act 1987* came into effect on 1 June 2018, and as such, there has been a relatively short period of time to understand their efficacy.

Notwithstanding this, Council has not secured any affordable housing contributions through the current framework. This likely reflects on the framework's lack of efficiency and limited potential, as further detailed below.

Council has made attempts to utilise the framework, and engaged an Affordable Housing Advisor, in collaboration with Moreland City Council, to build capacity and advise on affordable housing negotiations. Despite this, the framework has not delivered any affordable housing dwellings, nor any commitments to deliver such dwellings.

Like other contributions frameworks, affordable housing contributions must be complemented by other sources of funding. The planning system can, and should, only ever contribute to a larger supply of affordable housing funded by state and federal government.

Council would like to refer the MAC to the large volume of research and evidence that has been produced in relation to this issue, including for the Victorian context.

**Darebin City Council submission**  
**Planning mechanisms for affordable housing**

**Response to MAC terms of reference – 4a**

*4a Advise on the efficacy of Victoria's current planning policy settings and mechanisms for affordable housing contributions via the planning system, taking into account:*

- *the scale and distribution of affordable housing need, and*
- *the supply of affordable housing likely to be realised through the planning system under current policy settings*

*This will include consideration of the outcomes to date of the introduction of the voluntary framework which came into operation on 1 June 2018 and its potential to meet the demand for affordable housing.*

Based on its experience and knowledge of housing policy Council considers that the current planning policy settings and voluntary mechanisms are not effective and have limited potential to meet the need for affordable housing in Victoria.

*Scale of need*

The scale of need for affordable housing in Darebin, and across Melbourne, is significant. Council has recently undertaken analysis of this demand, as detailed below:

- In 2016, an estimated 6,275 very low- and low-income households in Darebin were in need of social housing. This represented 10.74 per cent of all households.
- In this same year, 2,486 dwellings were available as social housing, representing 3.92 per cent of all dwellings.
- The social housing supply gap was 3,789 dwellings in 2016.
- By 2036, estimated social housing need will be 9,321 dwellings, representing 10.33 per cent of total dwellings.
- To meet current and future demand, an additional **380 social housing dwellings per year are needed**. This represents **28.71 per cent of all new housing supply**.

As demonstrated by the figures above, the demand for social housing is significant. Nearly 1 in 3 new dwellings needs to be social housing in order to meet demand.

While the current framework can, in theory, be applied to developments of any size and nature, in practice, such negotiations usually arise in high density, large-scale developments. Currently, only 6.2 per cent of Darebin's housing stock is high density. While supply of high-density housing stock is likely to increase, the quantum of affordable housing that can be delivered through this is unable to meet demand. The volume of developments to which the current framework is applicable is therefore limited.

*Reliance on goodwill and concessions*

In addition, the existing framework relies upon the willingness of developers to enter voluntary negotiations. While there are developers who are willing to do this, the reliance upon such willingness results in uncertain outcomes and a lack of predictability. Council has encountered the following when seeking to enter voluntary negotiations:

- A perception that the delivery of affordable housing (especially social housing) is the responsibility of state and federal government.
- Concern that accommodating social housing tenants will impact negatively on private dwelling sales.
- Concerns around owners' corporation management of social housing.

### **Darebin City Council submission**

#### **Planning mechanisms for affordable housing**

- Expectation that registered housing associations will be able to purchase (either at market price or with a minimal discount) dwellings that are made available.

Council acknowledges that some of the concerns held by developers are legitimate and warrant further investigation by the MAC. Council is firmly of the view that the delivery of affordable housing is not a primary responsibility of the private sector, but a role of state and federal government. This does not mean that there is no role for the private sector, but rather that its role complements state and federal government initiatives.

The voluntary negotiations that take place also have the potential to undermine other planning objectives. For example, Council may consider concessions for car parking, additional open space provision, or amenity (i.e. increased height, decreased setbacks). These concessions mean that other objectives (i.e. off-site amenity) could be compromised.

The current framework also means that any affordable housing contributions are separated from merits-based reviews of planning controls (i.e. VCAT or planning panel). Because councils are advised to secure Section 173 Agreements prior to decisions being made, there is no opportunity for the contribution to be considered on its merits. However, the concessions made to incentivise the affordable housing (e.g. reduced car parking, increased height) can be considered and may ultimately not be supported.

#### *Lack of transparency*

In addition, under the current framework, these negotiations are made between officers and the proponent, and can result in a lack transparency. The trade-offs are not, as a matter of course, consulted upon or made clear to the broader community. This raises issues of how decisions are made, and who decides what is or is not an appropriate concession or incentive.

This also raises the issue of how affordable housing contributions are protected into the future, when such concessions have been made. For example, should affordable housing contributions be provided in perpetuity, or for a limited period? If the affordable housing is no longer provided, how are the concessions that have been made treated? They are often non-reversible. The exchange of affordable housing for other items raises challenges in the ongoing management of both.

#### *Challenges and lack of clarity in planning controls*

Council has sought, through numerous amendments, to implement planning controls that reflect affordable housing agreements. This has not been supported by DELWP, even where there is developer consent for a specific contribution. Officers have been directed to use a Section 173 Agreement to formalise agreements.

The separation of affordable housing from other planning controls, via a Section 173 agreement, results in disjointed decision making and planning controls. Council has been advised that a Section 173 agreement is to be signed prior to any decision being made (in the case of rezoning, prior to exhibition, in the case of permit, prior to decision). However, this has not proven workable. Proponents cite the cost of developing such agreements and the risk that the future decision may not be in their favour. They are also often unwilling to sign until decisions are made and Panel or appeals processes are exhausted (to quantify value in uplift).

In contrast, there may be cases where concessions are granted but affordable housing is not provided or required. This could occur where a decision is taken by VCAT or a planning panel, where the affordable housing decision is separated from the broader planning decision.

#### *Rationale for voluntary contributions unclear*

**Darebin City Council submission**  
**Planning mechanisms for affordable housing**

The rationale for deciding to make the current framework voluntary is unclear. There are other contributions within the planning system that are mandatory: open space, developer contributions. It is not clear why affordable housing is treated differently to these other types of contributions. Feedback to this effect has consistently been provided to DELWP prior to and after the implementation of this framework.

Council is of the view that the private sector will only ever, even with mandatory provisions, be able to provide a relatively minor contribution to the supply of affordable housing. For the supply of affordable housing to meet demand, there will need to be substantial, ongoing direct investment in the delivery of affordable housing by state and federal governments.

**Response to MAC terms of reference – 4b**

*4b Consider the benefits and costs, opportunities and constraints of any alternative models and options to enable planning mechanisms to contribute to affordable housing. This will include consideration of mandatory requirements, any other options, any associated regulatory legislative impacts and the impact on key stakeholders (developers, local government, housing providers, community)*

The clear alternative to the current voluntary contributions framework is a mandatory contributions framework. Such a framework could operate in multiple ways, including Inclusionary Zoning, through a particular provision, or via an overlay. The benefits, costs and impact of such a framework are detailed below.

*Benefits*

There would be multiple benefits to such a mechanism, foremost the delivery of housing for those in need. This is something that is not guaranteed under the current framework, given its voluntary nature. As noted above, the scale of the problem is significant and growing, and there is a desperate need for the planning system to play its part in responding to this.

Another benefit is that such a system would provide certainty to both developers and Council. It would remove the need for sometimes protracted negotiations over affordable housing outcomes and would also mean that other objectives are not compromised in the pursuit of affordable housing (as noted above).

The endorsement of an arbitrary contribution, without any further justification than 'this is what the developer agreed to' is difficult to defend and justify, particularly in the face of public scrutiny. If there were a standardised, mandated contribution for developments, both developer and councils would have certainty as to the expected outcome. There would be an established system for appealing decisions and considering the merits.

If supported by recurrent funding that enables housing providers to purchase dwellings (at a discounted rate), mandatory contributions can provide developers with guaranteed pre-sales and provide the remaining private development greater certainty. Affordable housing requirements can also stimulate economic activity. In Australia, the last major injection of funding was part of the National Economic Stimulus Package, which successfully prevented Australia entering into a recession. The economic benefits of mandatory contributions are likely significant and should be given serious consideration and analysis by the MAC.



## Darebin City Council submission Planning mechanisms for affordable housing

### The case for mandatory controls

In March 2016, Council received a planning scheme amendment request on behalf of two landowners to rezone approximately 1.5 ha of underutilised industrially zoned land. Council supported the rezoning request and officers negotiated community benefits in the form of affordable housing (for one site), public open space and other community infrastructure (for the second site). These agreements were drafted in the requirements of the DPO and agreed to in principle by the proponents. On 15 May 2017 Council resolved to seek authorisation from the Minister for the draft amendment but added a resolution that the DPO require more affordable housing (higher percentage) across both sites than what was previously agreed to by the proponents. This highlights the arbitrary nature of the voluntary contributions and the challenges in implementing such approaches through Council decision making processes.

DELWP did not support writing the affordable housing requirements in the DPO and Council was advised to negotiate a s173 agreement with the proponents outside of the planning provisions. In the absence of any state wide mandatory affordable housing requirements, Council attempted to negotiate with the proponents over a period of 2 years, engaging two affordable housing experts as well as legal representation. The quantum of affordable housing Council expects on the site has been difficult to reach an agreement with both land owners. Further, the length of time that has elapsed since the original planning scheme amendment request was submitted has meant that the affordable housing outcomes sought for the sites have become more untenable for the developers.

The request for authorisation was refused by DELWP in August 2019 and the development did not proceed.

If a mandatory scheme had existed to guide this rezoning, both Council and the developers would have been certain of the expectations and outcome, and the development could have proceeded in a timely manner.

### Costs

The cost for delivering affordable housing through a mandatory scheme will need to be absorbed at some stage of development, either by the developer or another party. Different parties have different capacities to absorb this cost, and this should be considered by the MAC.

With enough lead time, a mandatory requirement would be factored into development planning and financing and would have limited ongoing effects to development feasibility.

There is evidence to suggest that, over time, the housing market will adjust to these costs and the residual land value (i.e. the amount that a developer is willing to pay for a parcel of land) will decrease by the amount required to fund the affordable dwellings<sup>1</sup>. This would only occur if the requirement was consistent across all development. In this instance, the party bearing the cost is the landowner.

Housing associations may also bear the cost of affordable housing contributions, if they are required to purchase dwellings under a mandatory scheme. Housing associations have

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<sup>1</sup> Refer Spiller, M, Mackevicius, L and Spencer, A "[Development Contributions for affordable housing: theory and implementation](#)"

**Darebin City Council submission**  
**Planning mechanisms for affordable housing**

extremely limited capacity to purchase dwellings, given the scarcity of state and federal government funding. A mandatory scheme will not function effectively if housing associations are expected to bear the cost of purchasing dwellings without government funding.

Developers may also bear the cost of affordable housing contributions by taking a reduced development profit. This is likely to occur particularly in the first stage of implementation of a mandatory scheme, after which time the market is likely to adjust, as noted above.

Council considers that private landowners and developers have the greatest ability to absorb the cost of affordable housing contributions. Housing associations, in the absence of significant funding, will be unable to bear this cost.

In the same way that open space and developer contributions are a part of a larger pool of funding for open space and infrastructure, so too must affordable housing contributions be complemented by ongoing funding from other sources.

*4c Consider how such models (whether current or alternative) could be implemented taking into account the housing market cycle and impact on housing prices in different sub-markets and areas and appropriate risk management strategies.*

Council would recommend that a staged implementation approach be taken to enable developers and other stakeholders sufficient time to prepare for any impacts that may arise.

Mandatory provisions may only be applicable in metropolitan contexts, where residual land values are able to absorb the cost of contributions. As noted above, the economic impacts of mandatory contributions can be positive, and this should be considered in determining the appropriate time for implementation. It is also critical that the introduction of such measures does not result in other matters being compromised, specifically environmentally sustainable development and high-quality design.

Ultimately, addressing the affordable housing crisis requires political leadership and conviction that must come from our elected leaders. There is a need for all levels of government to commit to and fund affordable housing delivery. The provision of affordable housing has become a politicised issue, and it will not be resolved without political action.

**8.11 GRAFFITI MANAGEMENT STRATEGY 2019-2023****Author:** Graffiti Management Officer**Reviewed By:** Chief Executive Officer

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**EXECUTIVE SUMMARY**

This report is to endorse the Graffiti Management Strategy 2019-2023.

The new strategy significantly strengthens the previous work of Council by adopting a new whole-of-community response to graffiti management that includes Council, residents, businesses, artists, community organisations and graffitists.

The strategy acknowledges that graffiti is a highly complex social activity that remains a consistent issue for inner city Councils across Melbourne. Graffiti is a highly contentious and subjective issue that draws a mixture of views from the community. Therefore, it cannot be effectively managed by one approach.

The new Graffiti Management Strategy 2019-2023 seeks to present a balanced graffiti management approach, incorporating an understanding of the graffiti culture; the prevention of; and the expectations of the Darebin community and evidence-based knowledge about how graffiti can be effectively reduced. It also draws a clear distinction between 'graffiti' applied without permission and 'street art' that is created on property with permission.

<b>Recommendation</b>
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**That** Council endorses the new Graffiti Management Strategy 2019-2023

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**BACKGROUND / KEY INFORMATION**

The new Graffiti Management Strategy 2019-2023 (**Appendix A**) aims to provide a clear framework to guide Council's response to graffiti across the spectrum of prevention to response. The strategy responds to a number of issues and opportunities identified as part of the consultation.

Extensive consultation occurred which informed the preparation of the strategy. The community were asked about their attitudes towards graffiti and the level of satisfaction with Council's efforts to manage graffiti and this feedback has informed the development of the Graffiti Management Strategy 2019-2023.

The strategy is structured around six themes which have specific objectives and actions grouped as follows:

- Reporting – establishment of a database which tracks the reporting of graffiti including location, type, size, asset and tag identification
- Removal – how and when graffiti will be removed from Council assets, private property and assets managed by other authorities
- Partnerships – how Council will work with other organisations to assist in graffiti management

- Prevention – how Council will use Crime Prevention Through Environmental Design (CPTED) principles in the development and management of its public spaces
- Advocacy – how graffiti on assets owned by other authorities which Council does not control is managed
- Internal Governance – how Council will oversee the implementation of the Strategy

The strategy also considers the approach to graffiti on Council property, as well as how Council may influence the removal of graffiti from assets managed by other public authorities. Council will work together with internal stakeholders, external agencies and the community to deliver the actions outlined in the strategy.

An Action Plan (**Appendix B**) has been developed with a mix of continuing current actions and new initiatives.

### **Previous Council Resolution**

On 2 September 2019 Council resolved to:

*“Endorse(s) the draft Graffiti Management Strategy 2019-2023 and releases it for community consultation.”*

## **COMMUNICATIONS AND ENGAGEMENT**

### **Consultation**

A detailed consultation plan was prepared including various activities designed to encourage consultation from the whole community including with CALD communities regarding the Graffiti Management Strategy. The community consultation process included:

- Information on Council’s “Have your Say” page
- Various social media activities (including translations for CALD communities)
- Access to a conversation on the strategy in a variety of languages (community members had the opportunity to phone Council and request either a copy of a translated Graffiti Management Strategy or ask for an interpreter to translate), if required
- Use of art projects to specifically engage young people
- Traditional media notices
- Pop-up events staffed with multi-lingual staff

## **ANALYSIS**

### **Alignment to Council Plan / Council policy**

Goal 3 - A liveable city

We will ensure our planning facilitates high-quality and sustainable development that extracts social, environmental and economic benefits for our community. We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

## Environmental Sustainability Considerations

In addition to the financial and social costs, graffiti management costs the community significantly in terms of environmental damage due to aerosol spray can litter as well as the potential for paint and chemicals to enter drains during graffiti removal process, thereby polluting stormwater systems. Council is committed to ensuring that all graffiti removal activities are undertaken in accordance with environmental standards as specified in tender documentation (the current practice is to use water-based chemicals that are bio-degradable).

### Climate Emergency

Nil

## Equity, Inclusion and Wellbeing Considerations

The application of Equity, Inclusion and Wellbeing Planning and Audit Tool (EIWPAT) to Council's role in graffiti management identified two key areas for consideration in the development of strategies and actions, these are:

### 1. People most at risk of engaging in graffiti

It is well established that young people under 25 are the most likely segment of the community to engage in graffiti. Further to this, evidence and local data suggests that within this cohort, young people who experience being disadvantaged and/or are disengaged from school and community life are overrepresented. Council's approach to graffiti prevention and engagement with young people will recognise and consider these factors in the planning and delivery of programs and initiatives.

### 2. People and neighbourhoods most impacted by graffiti

While Council's approach seeks to support all residents to access subsidised graffiti removal, it is recognised that some individuals or families may not have the financial resources or capacity to remove graffiti and may require additional support. As a result, the graffiti removal subsidy program will apply an equity lens in the provision of support.

Further to this, in neighbourhoods which experience socioeconomic disadvantage, the prevalence of graffiti may further compound already low perceptions of safety and community pride. Contacts to Council from areas of socioeconomic disadvantage for graffiti removal are also lower than other areas, despite in some cases a high prevalence of graffiti. In response to this Council's strategy will continue to provide proactive graffiti clean-ups in neighbourhoods which experience socioeconomic disadvantage as part of ongoing community development work in these areas.

## Cultural Considerations

Building on the success of Council's street art subsidy program, another option to prevent graffiti in commercial areas is by using art to promote Council's cultural and community events and other social / educational campaigns on walls with heavy graffiti. Referred to as *Street Advertising Spaces*, this model has been used locally and internationally by the private sector and now growing number of public organisations are commissioning street art on walls with heavy graffiti with the consent of the property owner to promote cultural events, social campaigns, products and brands.

## Economic Development Considerations

The Graffiti Management Strategy strongly supports the strengthening of the unique characteristics of Darebin Activity Centres in the strategy by working in collaboration to undertake programs that assist to improve the amenity and safety of shopping centres as a key action. To also undertake strategic review of infrastructure, access, maintenance and service provision for each of the activity centres.

## Financial and Resource Implications

Costs associated with the adoption of this strategy will be met through existing budget parameters.

## Legal and Risk Implications

All risks have been identified through assessment and compliance with Council's risk management framework.

## DISCUSSION

Graffiti occurs in varying volumes across the entire municipality and residents of all backgrounds, age groups, gender and socioeconomic status contact Council for assistance with removing graffiti from the property.

While Council will continue to encourage and support residents to remove graffiti from their property, it is been identified that residents have varying capacity to remove graffiti from their property and may face barriers related to cost, age and disability. The initiatives are aimed to ensure that residents have equitable access to resources which will support them to remove graffiti and maintain the amenity of their property.

In relation to the consultation, a total of 50 responses were received via the survey that was conducted as part of the community engagement activities that were held for the draft Darebin Graffiti Management Strategy 2019-2023.

The community was consulted on the following themes and asked how important the theme was to them:

	Yes		No		Not Sure		Responses
	Count	%	Count	%	Count	%	Count
Reporting – creating a database which tracks the reporting of graffiti including location, type, size, asset and tag identification	21	42.0%	19	38.0%	10	20.0%	50
Removal – removing graffiti from Council assets, private property and assets managed by other authorities	23	46.0%	15	30.0%	12	24.0%	50
Partnerships – working with other organisations to assist in graffiti management	36	73.5%	6	12.2%	7	14.3%	49
Prevention – using Crime prevention Through Environmental design (CPTED)	27	55.1%	10	20.4%	12	24.5%	49
Advocacy – lobbying for							

	Yes		No		Not Sure		Responses
graffiti management on assets owned by other authorities which Council does not control	18	36.0%	19	38.0%	13	26.0%	50
Internal Governance – creating a structure to oversee the implementation of the strategy	29	58.0%	11	22.0%	10	20.0%	50

The community was also consulted on actions proposed as part of the action plan of the draft Graffiti Management Strategy 2091-2023.

	Agree		Don't agree		Not sure		Responses
	Count	%	Count	%	Count	%	Count
Promote the use of an app for the reporting of graffiti by community members	38	80.9%	2	4.3%	7	14.9%	47
Review Council's Local law to determine what further methods could be included to assist with the removal of graffiti from property not owned by Council	36	75.0%	7	14.6%	5	10.4%	48
Work with Darebin Council's Youth Services team to identify locations for young people to create legitimate street art	26	56.5%	10	21.7%	10	21.7%	46
Identify legal arts options for young people, supporting legal mural projects and alternatives to illegal graffiti	32	69.6%	9	19.6%	5	10.9%	46

The following languages were listed by the respondents who indicated that they spoke a language other than English at home.

Language	Count
Italian	2
Somalian	3
Amharic	1
Hindi	2
Kurdish	1
Portuguese	1
Swahili	1
Total	11

**OPTIONS FOR CONSIDERATION**

1. Adoption of the Graffiti Management Strategy 2019-2023

**IMPLEMENTATION STRATEGY****Next Step:**

- Continue to deliver priorities listed in the Action Plan 2019 – 2023.

**RELATED DOCUMENTS**

Nil

**Attachments**

- Graffiti Management Strategy 2019-2023 (**Appendix A**)
- Action Plan 2019-2023 (**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.



APPENDIX A



the place  
to live

**DAREBIN GRAFFITI  
MANAGEMENT  
STRATEGY  
2019-2023**

### Acknowledgement of Darebin's Aboriginal and Torres Strait Islander Community

Darebin City Council acknowledges the Wurundjeri people and the Kulin Nations as the traditional landowners and the historical and contemporary custodians of the land on which the City of Darebin and surrounding municipalities are located.

Council recognises, and pays tribute to, the diversity of Darebin's Aboriginal and Torres Strait Islander community, valuing the unique and important role Aboriginal and Torres Strait Islander community members and organisations play in progressing reconciliation, respect and the building of mutual understanding across the City, amongst its people, and in the achievement of shared aspirations.

Council also recognises and pays tribute to, and celebrates, Darebin's long standing Aboriginal and Torres Strait Islander culture and heritage.



(Artist – Hayden Dewar)

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*(Artist – Simon Dransfield)*

## 1. Introduction

While it is not possible to completely eliminate graffiti, the 2019-2023 Darebin Graffiti Management Strategy aims to build on the existing work and enhance Council's capacity to reduce the prevalence of graffiti in the City of Darebin and the negative impact it has on our community.

The City of Darebin acknowledges that graffiti is a highly complex social activity that remains a consistent issue for inner city councils across Melbourne. Graffiti is a highly contentious and subjective issue that draws a mixture of views from the community. Therefore it cannot be effectively managed by one approach. The City of Darebin Graffiti Management Strategy 2019-2023 seeks to present a balanced graffiti management approach, incorporating an understanding of the graffiti culture; the prevention of; and the expectations of the Darebin community and evidence based knowledge about how graffiti can be effectively reduced.

The strategy promotes a whole-of-community response to graffiti management that includes Council, residents, businesses, artists, community organisations and graffitiists. It also draws a clear distinction between 'graffiti' applied without permission and 'street art' that is created on property with permission.

The strategy will be implemented, monitored and reviewed between 2019 and 2023 against a set of outcome based results. In addition to the outcomes listed against each action the overall strategy will be measured against four Key Performance Indicators that reflect the Strategy goal.

Measure	2014	2018	Target 2023
1. Prevalence of graffiti incidents within the municipality.	2,467	2,931	20% less over 4 years or 2,345
2. % of respondents who feel that graffiti is a problem in the City of Darebin.	53.6%	59.4%	<40%
3. % of respondents is satisfied with Council's efforts in managing graffiti.	61.4%	81.6%	>70%
4. Number of street art projects completed annually.	3	16	>3 per year

### 1.1 Purpose

The purpose of Darebin's Graffiti Management Strategy is to set out a collaborative, coordinated and a mix of proactive and reactive approaches to graffiti management.

The strategy is structured around six themes which have specific objectives and actions grouped as follows:

- Reporting – development of a database which tracks the reporting of graffiti including location, type, size, asset and tag identification
- Removal – how graffiti will be removed from Council assets, private property and assets managed by other authorities

- Partnerships – how Council will work with other organisations to assist in graffiti management
- Prevention – how Council will use Crime Prevention through Environmental Design (CPTED) principles in the development and management of its public spaces. This will also occur for private developments through the Planning processes
- Advocacy – how graffiti on assets owned by other authorities which Council does not control is managed
- Internal Governance – how Council will oversee the implementation of the strategy
- Enforcement – how Council will manage graffiti as a crime in partnership with Victoria Police and Local laws
- Place Activation / Management – how Council will manage connecting people to our public spaces to create places that are welcoming, safe and fun

An action plan has been developed with a mix of continuing current actions and new initiatives. The strategy also considers the approach to graffiti on Council property, as well as how Council may influence the removal of graffiti on assets managed by other public authorities.

Council will work together with internal stakeholders, external agencies and the community to deliver the actions outlined in the strategy.

### **1.2 Graffiti and perceptions of safety**

The presence of graffiti does not strongly correlate to increased crime rates or lower perceptions of safety. However, graffiti in conjunction with other environmental and social factors can reduce perceptions of safety by creating a perceived sense of disorder and lack of ownership. Low perceptions of safety can deter residents from participating fully within their community and accessing local services and facilities, that in turn has detrimental effects on their health and wellbeing. Graffiti can create a perception that an area is neglected and that little community pride exists. Graffiti also negatively impacts perceptions of safety where it occurs in commercial areas, and this can result in certain negative economic repercussions for business owners. Further to this, graffiti that is not removed can attract further issues such as vandalism and antisocial behaviour.

### **1.3 Why is Graffiti a problem?**

Graffiti is a crime that on its own may seem innocuous however often leads to more serious crimes. Graffiti is a social issue with wide spread impact on public and private infrastructure. Unlawful graffiti is one of the most visible of all crime and disorder issues that may occur in the community. Graffiti as vandalism may impact negatively on perceptions of safety and wellbeing. Graffiti may also be perceived as being indicative of a general decline in the quality of public spaces.

Community concerns about the presence of graffiti include:

Consequence	Impact to Community
Damage to property	Graffiti is a problem for property owners because it damages their property, can cost a significant amount of money to remove and may have a negative impact on the value of the property.
Costs to community	The financial costs of graffiti are significant with the impact felt in a variety of ways. The removal process can be costly and can create additional costs through damage to the original surface of the asset which may lead to premature replacement.
Unattractive and unsightly	The presence of graffiti can have a negative impact on the presentation of the area.
Community perception of disorder and criminal behaviour	Graffiti contributes to community perceptions of “disorder”, fear of criminal activity and feelings of general “lawlessness” in the municipality. Unchecked graffiti in a neighbourhood can send a signal that the authorities (such as police and Council) are not managing the environment properly. Many people, particularly the elderly, feel that an area with graffiti is unsafe. Property which has deteriorated and appears uncared for is therefore seen as an easy target for vandalism, which leads to further deterioration of the property.
Graffiti may involve young people in cross offending behaviour	Young people who are involved with graffiti may be involved with other offences. It may also encourage vulnerable youth to engage in more serious crime.



(Artist – Lucy Lucy)

## 2. Policy Context

### 2.1 State Government

The Darebin City Council endorsed its first graffiti management strategy in 2008 in response to the introduction by the State Government's *Graffiti Prevention Act 2007*. Darebin's Graffiti Management Strategy 2014–2018 provided an up to date response based on Darebin's graffiti culture and community expectations of how graffiti should be effectively managed across the municipality within the framework articulated by the Graffiti Prevention Act 2007.

The Graffiti Prevention Act 2007 is a key aspect of the state government's graffiti management approach. The Act identifies illegal graffiti as an offence that can attract penalties including heavy fines or imprisonment; empowers police authorities with the right to search for and seize prescribed graffiti implements in certain circumstances, and provides local governments with increased powers and responsibilities regarding the removal of graffiti that is written on private property and visible from a public place.

The Act makes a number of provisions that must be observed by Council when undertaking graffiti removal on private property. Part 4 of the Act states that a Council may, in accordance with this section, take any action necessary to remove or obliterate graffiti on private property if the graffiti is visible from a public place. In relation to a Council, the following actions must be undertaken prior to removal of graffiti on private property:

- Serve a notice on owner or occupier giving 28 days' notice, if required to enter a property, and then only if owner approves removal and entry of property.
- Serve a notice on owner or occupier giving 10 days' notice, if not required to enter property, and only if owner approves removal or does not object to the removal works.

Council cannot proceed unless the owner gives written consent to the removal of the graffiti or does not object, in accordance with the processes outlined in the Graffiti Prevention Act 2007. This process also applies to removal of offensive graffiti from private property.

The Act does not impose a duty on a Council to remove or obliterate graffiti from private property.

Further to the Act, Council's role in graffiti management is also supported at a state government level through the Department of Justice Graffiti Removal program and the annual graffiti prevention and removal grants.

## 2.2 Amenity Local Law

Council is proposing a review of the current Local Law to determine what further measures could be included to assist with the removal of graffiti from property not owned by Council.

The proposed wording is, 'property owner responsible to prevent a property from becoming dilapidated', without limiting the owner or the occupier of land on which is located any building or other structure which is unoccupied, unfit for occupation or normal use or not occupied most of the time:

- Must not permit any structure to become dilapidated or further dilapidated;
- Must take all reasonable steps to secure the building and the land on which it is built from unauthorized access;
- Must maintain any building in a state of good repair and appearance, including undertaking temporary repairs as required to ensure on-site safety and security and to avoid the appearance of neglect out of character with other premises in the vicinity;
- Must not allow any graffiti to remain on any building, wall, fence, post or other structure or object erected on the land; and
- Will commit a new offence under the Local Law for every month any breach of the sub-clause continues unless effective works have been undertaken to remedy the breach

## 2.3 North West Metropolitan Region

The Department of Justice Northern West Metropolitan Region Community Safety Strategy identifies graffiti as a concern for the North West Metropolitan region. This is highlighted under *Priority Issue Two: Reduce crime and improve safety in and around public transport and public spaces* that recommends Council's "Continue to promote graffiti removal programs as a key input to improved perceptions of safety at the local level."

## 2.4 Darebin's local context

### 2017 – 2021 Darebin Council Plan

**Mission:** To preserve and improve the physical, social, environmental, cultural and economic health of all our neighbourhoods and ensure quality of life for current and future generations.

### Relationship to the Council Plan 2017-2021

**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.



### **Darebin Health and Wellbeing Plan 2017-2021**

Graffiti management strongly supports Council's efforts to improve community safety and directly supports **Objective 1.2 of the 2017-2021 Health and Wellbeing Plan**, *Create and maintain a neighbourhood that supports safe and accessible open spaces*. Graffiti negatively impacts on perceptions of safety and can distort understandings regarding actual levels of safety and crime. When individuals feel unsafe in their environment this can decrease their participation in the community and negatively impact on their sense of wellbeing. Further to this those who engage in graffiti are at risk of involvement in other crimes.

### **Darebin Arts Strategy 2014 - 2020**

Graffiti management aligns with the 2014-2020 Darebin Arts Strategy, which aims to create the ideal environmental conditions for creativity to thrive and be sustainable in our City: for creativity to touch every part of our lives. In particular this Strategy strongly aligns to and supports *Key Focus Area 4.3. Regenerative – Develop Creative Spaces and Places* which identifies that permanent and temporary public art, street art and welcoming, creative public spaces are key to creating the kind of neighbourhood we like to live in and feel proud to show off to visitors.

### **Darebin Tourism Strategy 2017 – 2021**

**Darebin's Tourism Strategy highlights the need to** enhance the visitor experience. Council's ability to attract more visitors, more often, staying longer and spending more will depend on our ability to deliver memorable experiences that exceed what we promise in our marketing. The ability to leave a lasting impression on visitors will also be enhanced by strengthening our sense of place, character and amenity.

Aesthetic improvements will be important; however, we must also continue to activate our City places so that they are vibrant, safe and accessible for residents and visitors. By creating a strong sense of place and improving visual amenity, we will continue to build pride and create the very best advocates for our City – our residents. Goal 2 focuses on initiatives that help to leave a lasting impression on our visitors and enhance their overall experience. The City is more vibrant, active and accessible and our residents feel a stronger sense of pride about their City.

### **The Graffiti Management Strategy strongly supports Goal 2, and in particular:**

2.12 Continue to implement Council's streetscape, public realm improvement, place making and public art activation programs, with a view to strengthening the sense of place.

### **Equity and Inclusion Policy**

Darebin's Equity and Inclusion Policy (2012–2015) identifies key population groups who can be at risk of exclusion due to discrimination, poverty, homelessness, family violence, isolation and other barriers to accessing opportunities and resources available in Darebin and our broader society. In addition to having the Darebin Equity and Inclusion Policy, Darebin Council has also developed an Equity and Inclusion Planning and Audit Tool

(EIPAT) which was applied during the planning, development and evaluation of services and programs of this Strategy to ensure due consideration of the relevant groups identified in this Policy. The application of the policy focused on two key areas: people at risk of experiencing graffiti on their property and people most at risk of engaging in graffiti.

Graffiti occurs at varying volumes across the entire Darebin municipality and residents of all backgrounds, age groups, gender and socioeconomic status contact Council for assistance with removing graffiti from their property. While Council will continue to encourage and support residents to remove graffiti from their property, this Strategy identifies that residents have varying capacity to remove graffiti from their property and may face barriers related to cost, age and disability. The initiatives will aim to ensure that residents have equal access to resources which will support them to remove graffiti and maintain the amenity of their property.

Involvement in graffiti occurs amongst people from different age groups, genders and cultural backgrounds. Although not exclusively, involvement in graffiti is often more prevalent amongst young people and more specifically young people from disadvantaged backgrounds. As a result, the initiatives aimed at preventing and diverting involvement in graffiti will focus on young people, with further focus on young people from disadvantaged backgrounds

### **Cultural Considerations**

Building on the success of Council's street art subsidy program, another option to prevent graffiti in commercial areas is by using street art to promote Council's cultural and community events and other social / educational campaigns on heavily graffitied walls. Referred to as *Street Advertising Spaces*, this model has been used locally and internationally by private and now a growing number of public organisations, commissioning street art on heavily graffitied walls with the consent of the property owner to promote cultural events, social campaigns, products and brands.

Street Advertising Spaces provides the building owner with free, high quality street art to brighten the streetscape and prevent graffiti, while the organisation / company gets access to a unique and highly visible space to advertise their event / campaign or product. The street art is semi-permanent and designed to last the lifespan of the campaign or event and is refreshed with a new art as required. As a result the financial investment in the art needs to be relative to the lifespan, the existing level of graffiti and the amount of resources currently being spent on graffiti removal at the site.

The model has potential application to a number of large Council events, such as the Darebin Music Feast, The Kite Festival, Children and Family Expo and could also be used to promote social and environmental messages in line with Council endorsed policies and strategies. It also provides another avenue to support artists in the Darebin Community and engage them in the promotional aspects of our events and campaigns.

### **Environmental and Natural Resources**

In addition to the financial and social costs, Graffiti management could cost the community significantly in terms of environmental damage specifically due to aerosol spray paint can litter, and paint and chemicals being washed down drains during the graffiti removal process, thereby polluting storm water systems.

### 3. Graffiti in the City of Darebin

#### 3.1 Prevalence and patterns

Darebin Council received over 1,059 requests for graffiti removal via Council's complaint system for the 2017-2018 financial year. Of these requests, 36.7% are for properties located in Northcote followed by Preston with 29.1%, Reservoir with 6.1%, Thornbury with 13.3%, Fairfield with 5.95% and Alphington 3.5%.

This data illustrates the expectation from the community for Council not only to remove graffiti from its own assets, but also to provide assistance to residents in the removal of graffiti from private property and privately owned public utilities.

Further to this the analysis of audit data and reports to Council illustrates that graffiti is not a persistent issue across the entire municipality, with the prevalence and consistency varying between suburbs and precincts. While there is a perception that graffiti occurs at greater volumes in lower socioeconomic areas, in Darebin the prevalence of graffiti is more closely linked to factors such as the proximity to public transport and rail corridors, the prevalence of vacant shops and the surrounding amenity, and the visibility of the area, such as activity centers.

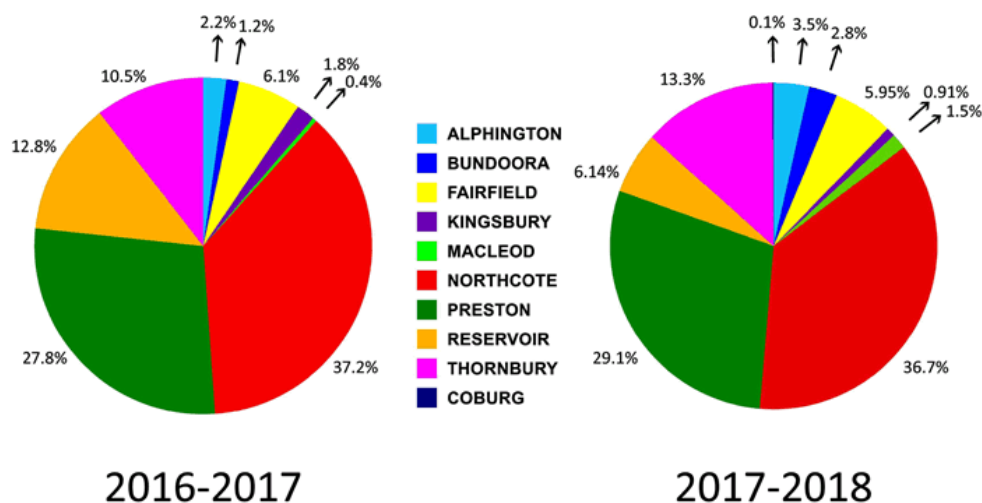
Graffiti also frequently occurs on Council assets, transport and state utilities infrastructure, such as tram shelters and traffic signal boxes and along the rail corridor.

The pie chart below outlines areas in Darebin with a high concentration of graffiti on public and private assets. These sites have been deemed graffiti hotspots and will form the focus of Council's removal activity and initiatives outlined in this strategy.



(Artist – Damien Arena)

## Reported Incidents of Graffiti (by Suburb)



### 3.2 Graffiti Management approaches at Darebin

Managing graffiti is part of developing safer public spaces across the municipality. The strategy builds on the effective work, which Council has undertaken over the past four years. The strategy was strongly in line with best practice and drew upon graffiti prevention, removal, and enforcement approaches across five strategic aims, implementing a variety of initiatives to manage graffiti on private and public assets including:

- Graffiti removal subsidy program for private property owners through the provision of free graffiti removal kits and vouchers for contractors and paint. Operating since 2008, the demand for this program continues to grow each year.
- Department of Justice Graffiti Removal Program to remove graffiti from Council assets and private property abutting public land.
- Street art projects have been implemented across the city on assets prone to tagging.
- Education and diversion programs with young people to promote legitimate street art and not vandalism.
- Council's Active Spaces program which aims to re-activate vacant retail space has previously included street art to prevent graffiti.

The following table illustrates the graffiti removed from Council assets, private property and private utilities over the life of the strategy.

Year	Council Assets	Private Property	Utilities	Total – M2
2014-2015	17,520	3,442		20,962
2015-2016	14,279	5,538	308	20,125
2016-2017	10,465	8,900	204	19,569
2017-2018	6,782	18,316	566	25,664
2018-2019	13,881	18,120	659	32,660

### 3.3 The Darebin communities' view on graffiti management

Two surveys as part of the Community survey have been carried out in the 2018-2019 financial year to assess the community's attitude towards graffiti, the level of satisfaction with Council's efforts to manage graffiti, the impact of graffiti on the community's perception of safety and the communities support for legitimate street art initiatives. The survey also sought to understand the community's expectation of Council's role in removing graffiti from private property and ideas to manage and prevent graffiti.

Within Council's household survey the statement 'that graffiti is a problem in Darebin' approximately 43.2% disagreed with the statement; 49.2% of respondents felt that graffiti was a problem in the City of Darebin with the remainder being neutral. When it comes to satisfaction with Council's efforts in managing the issue of graffiti 77.0% of respondents were satisfied.

Whilst on average respondents to the survey agreed with both statements about graffiti in Darebin, it is important to bear in mind that respondents were on average significantly more likely to be satisfied with Council's management of the issue of graffiti than they were to consider graffiti to be a problem in Darebin.

When it comes to whether Council should be doing more to address the issue of graffiti the response was on average relatively neutral in relation to the statement with 53.1% agreeing and a little more the one-third 35.1% disagreed.

While Council is not required to remove graffiti from private property under the current legislation, there is an expectation that Council will provide assistance to do so as part of its commitment to provide a clean and safe city. This strategy will work to ensure that the community has a clear understanding of Council's role and responsibilities in graffiti management.

In terms of what respondents felt when they saw graffiti, there were various comments received which were either negatively or positively oriented, depending on their perceptions of the type of graffiti seen. This highlights the fact that the community holds a diversity of views when it comes to the issues around graffiti.

The graffiti survey found that the majority (92.6%) of respondents supported the use of street art as a form of graffiti prevention and a medium to enhance the amenity of an area. Respondents were, on average, firmly in agreement with the view that Council should encourage spaces for legal street art, and that street art improves the appearance of

public areas.

In terms of what else Council could do to prevent graffiti, respondents provided a wide variety of ideas across the removal, enforcement and preventative perspectives. Many of these ideas have been considered and shaped in the context of best practise to inform actions included in this strategy.

### **Benchmarking**

Through research and consultation, the approaches adopted in several other municipalities in Victoria, Australia and internationally were investigated. The list of other organisations whose approaches were reviewed is included below.

<b>Councils</b>	<b>International Experience</b>
Greater Geelong	City of Ottawa, Canada
Boroondara	London, UK
Yarra	Hamilton City Ward, NZ
Casey	
Melbourne	
Banyule	
Port Phillip	
Greater Dandenong	
City of Brisbane	

Generally, the most successful local government responses to graffiti comprise multi-faceted approaches involving prevention (including education and awareness campaigns), deterrent measures through urban design, timely removal programs and the use of comprehensive records management databases.

Darebin applies most of the approaches that are considered best practice, including reporting of graffiti on public buildings, rapid removal including the provision of removal kits and paint subsidies for private property owners and partnerships with community groups such as local trader organisations.

#### **4. Best practice in graffiti management and guiding principles**

The purpose of Darebin's Graffiti Management Strategy is to set out a proactive, coordinated and collaborative approach to graffiti management based on the following principles that are widely recognised to underpin effective graffiti management.

##### **Eradication**

Rapidly removing and cleaning up existing graffiti within a timely manner has been identified as a key component of graffiti management and reduction. Rapid removal of graffiti improves the sense of ownership of a space and improves perceptions of public safety. Council must foremost show leadership by ensuring that the amenity of our own assets are maintained. In addition Council must provide information and resources for the community to take ownership in graffiti removal to enable the rapid removal of graffiti from private property.

## Engagement

A better informed community is more likely to adopt prevention measures and change from being passive victims to becoming active participants combating illegal graffiti within their community. To achieve a positive and tangible impact on behaviour, the public must be aware of the extent to which the graffiti problem exists. They also must be armed with knowledge and skills to prevent unlawful graffiti as well as having the confidence to report incidences of graffiti. Council will also engage with writers to redirect their talents towards piece murals and is committed to assisting the aspirations of artists in Darebin, including street artists, who engage in practices that do not involve illegal graffiti.

The management of graffiti is based on a partnership approach. Council cannot be the sole body responsible for the prevention and removal of graffiti. Activities that aim to build resilience and civic pride to graffiti removal will complement the efforts of Council and its service providers. The most effective strategies for preventing graffiti in the municipality have been those which focus on environmental design (Crime Prevention through Environmental Design, known as CPTED).

The CPTED principles include the following measures to reduce incidents of graffiti.

## Lighting

Lighting can be an effective prevention technique. Dark areas are often targets for graffiti due to low visibility for residents or pedestrians. Graffiti is often conducted under the cover of darkness, to lessen the risk of getting caught or reported. A well-lit area can therefore discourage graffiti.

## Addressing blank spaces

The design of walls can influence the mindset of an individual considering an act of graffiti. Textured surfaces can impact adversely on graffiti and as such walls can often seem less inviting to those individuals.

A further recommended preventative technique for blank walls is painting them certain colours such as grey or dark green. Whilst not effective against all colours, painting walls or fences a dark colour may provide a poor base for colours often used by taggers. This can result in the graffiti standing out less which detracts from one of the individual's main goals of recognition.

## Landscaping

Planting tree and shrubs along walls and fence lines is a successful graffiti prevention strategy which is designed to limit access to walls and blank canvasses. Landscaping can be used as a barrier due to its density, height and texture. Graffiti is often created to gain recognition amongst peers.

Selection of vegetation is important, and care needs to be taken to ensure that landscaping does not produce an unwanted consequence and create a hiding space for potential offenders.

There are a number of plants which are considered appropriate for screening purposes. It is recommended that advice is sought from local nurseries about what type of plant is required.

Some recommended native varieties of screening plants include:

- **Climbing Plants** – (these may need a surface to assist coverage): Clematis, travellers Joy or Kangaroo Vine.
- **Screening Plants** – (choose a plant suitable to the height of the fence and available space surrounding the affected area): Grevillea, Banksia, Bottlebrush, Casuarina or She-oak.
- **Spiky Plants** – (choose a plant suitable to your circumstance): Acacia, Banksia, Bursaria, Grevillea, Hakea, Lomandra, Melaleuca or Solanum.

The following table provides an overview of what is practiced now and what can be improved to reduce the visual impact of graffiti whilst enabling increased opportunity for the provision of visible works of art on the exterior walls of buildings.

What we do now	What we can do better	Challenges
<p><b>Design &amp; Materials</b> – Active frontages required.</p> <ul style="list-style-type: none"> <li>• Blank walls discouraged.</li> <li>• Graffiti resistant paint required</li> <li>• Deterrent materials (rough, shiny, grills, gaps &amp; glazing)</li> <li>• Passive surveillance required</li> </ul>	<ul style="list-style-type: none"> <li>• Add into standard Request for Information letter requirements to minimise graffiti to ensure this is consistent and embedded practice.</li> <li>• Amend standard conditions to clearly address graffiti issues (where materials are part of the solution).</li> </ul>	<ul style="list-style-type: none"> <li>• Difficult to address problem on rail corridors</li> </ul>
<p><b>Public Art</b> – is encouraged but reactive.</p>	<ul style="list-style-type: none"> <li>• Provide connections during pre-app/early application stage</li> <li>• A curated approach where agreement is achieved with the relevant developer.</li> </ul>	<ul style="list-style-type: none"> <li>• Access to mid-block walls over private land (agreements may not be actionable).</li> <li>• Maintenance costs and upkeep of public art.</li> </ul>
<p><b>Landscaping</b> – is used outside activity centres as edges to discourage graffiti.</p>	<ul style="list-style-type: none"> <li>• Site visits to ensure that landscaping is established and maintained in accordance with endorsed Landscape Plans.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff resourcing within the Planning area.</li> </ul>



### **Education**

Alongside rapid removal, primary prevention is vital to effective graffiti management. Council will seek to coordinate a number of graffiti education and partnership initiatives involving young people that focus on discouraging young peoples' involvement in graffiti culture, and if they are engaging in illegal activity, divert this behaviour into legitimate opportunities to create legal street art. Council will also work with the broader community to build their capacity to prevent graffiti.

### **Enforcement**

Graffiti is a recognised crime with recognised social and economic impacts. Enforcement of the law is a vital part of any holistic approach to graffiti management and Council will support enforcement through partnerships with Victoria Police, the enforcement of Graffiti Prevention Act 2007 regarding the provision of spray paint, the enforcement of Local Laws pertaining to the dilapidation of properties and where relevant assisting with the development on diversionary models.

Difficulties arise to enforce criminal conviction because evidence must be provided 'beyond a reasonable doubt'. Civil convictions can be processed with evidence 'on the balance of probability'. Further discussions are required to progress the process flow to identify the best method of policing and regulation.

### **Planning**

The current approach places a preference for graffiti deterrent design and materials over anti-graffiti coating, given that graffiti resistant paint still requires cleaning and therefore relies on good property management practices by owners and/body corporates to be effective. Additionally, the use of graffiti deterrent design and materials is more likely to increase visual interest of a building when compared to graffiti resistant paint.

#### Provision of Street Art through the Planning Process

Statutory Planning are exploring a process through the provision of Street Art through the Planning process whereby suitable development proposals are identified at an early stage (i.e. pre-application or Request for Information) and the developer is provided with a contact in Creative Cultures who can act as a broker between local artists and the developer.

This will assist the developer by providing them with a direct contact, ensure that the artist's intellectual property rights are protected, promote local art in Darebin and result in a visually interesting building(s) that improves the public realm.

## 5. Strategy themes and objectives

In order to continue to tackle the incidence of graffiti, the following themes and objectives have been developed as key focus areas based on the application of best practice principles and community expectations.

Theme	Objectives
<p><b>1. Reporting</b> – development of a database which tracks the reporting of graffiti including location, type, size, asset and tag identification</p>	<ul style="list-style-type: none"> <li>• Provide multiple ways for community members and contractors to report graffiti</li> <li>• Instances of graffiti will be reported promptly to Victoria Police</li> <li>• Graffiti identified on assets belonging to other public authorities will be reported to those entities</li> </ul>
<p><b>2. Removal</b> – how graffiti will be removed from Council assets, private property and assets managed by other authorities</p>	<ul style="list-style-type: none"> <li>• Graffiti on Council assets will be removed within specified timeframes</li> <li>• Assistance will be provided to owners of private properties</li> <li>• Ensure Local Law provisions appropriately support removal of graffiti from private property.</li> <li>• Enter into Memorandum of Understandings with utility owners to allow Council contractors to remove priority 1 offensive graffiti from utility assets.</li> </ul>
<p><b>3. Partnerships</b> – how Council will work with other organisations to assist in graffiti management</p>	<ul style="list-style-type: none"> <li>• Support traders to reduce and remove graffiti in shopping centres</li> <li>• Engage with residents and community groups to assist in graffiti reduction</li> <li>• Develop effective partnerships with other public authorities to reduce graffiti on non-Council assets</li> </ul>
<p><b>4. Prevention</b> – Council will use Crime Prevention Through Environmental Design (CPTED) principles in the development and management of its public spaces</p>	<ul style="list-style-type: none"> <li>• Provide relevant and appropriate information on graffiti to community members</li> <li>• Consider the application of Crime Prevention Through Environmental Design (CPTED) principles</li> <li>• Support community art projects which act as an effective graffiti deterrent in appropriate locations</li> </ul>
<p><b>5. Advocacy</b> – how graffiti on assets owned by other authorities which Council does not control is managed</p>	<ul style="list-style-type: none"> <li>• Council will advocate strongly for a consistent and timely approach to graffiti removal by other authorities</li> </ul>
<p><b>6. Internal governance</b> – the structure to oversee the implementation of the strategy</p>	<ul style="list-style-type: none"> <li>• Implement an appropriate structure to ensure an integrated approach to graffiti management and strategy implementation</li> </ul>

### Prioritisation of Graffiti Removal

Graffiti is not a persistent issue across the entire municipality, with the prevalence and consistency varying between suburbs and precincts. Further to this, the impact on amenity and the perception from community also varies between suburbs.

As a result, three categories have been established that prioritise Council's response for graffiti removal from Council and private assets based on the prevalence of graffiti, the relative impact of the graffiti on community amenity and perceptions of safety and the existing resources available to respond to graffiti removal.



(Artist – Tom Civil)

### Darebin Graffiti Removal Priority Table

Priority Location	Response
<b>Priority 1</b> Offensive graffiti on Council assets or private property based on reported incidents of graffiti	Request actioned in 2 working days.
<b>Priority 2</b> Graffiti Hotspots Locations, based on reported incidents of graffiti and operational knowledge	Request actioned in 3 working days.
<b>Priority 3</b> All other areas, based on reported incidents of graffiti in the Local Government Area.	Request actioned in 7 working days

**Priority One** - includes any graffiti deemed as offensive regardless of location or asset. Council will endeavour to action this removal within 2 working days, recognising that our responsibilities under the Act may impede the immediate removal from private property.

**Priority Two** - includes Activity Centres and other areas of Darebin that have a high concentration of graffiti that has a significant, negative impact on the amenity of the area. These areas are defined as Graffiti Hotspots and are mapped in section four of the Strategy. Graffiti removal on Council and private assets in these hotspots will be actioned within 3 working days.

**Priority Three** - includes all other areas in the Local Government outside of the hotspots that require graffiti removal. Graffiti removal on Council and private assets in these areas will be actioned within 7 working days.

The graffiti hotspot locations identified for Priority 2 removal will be monitored and revised throughout the term of the Strategy based on data from graffiti reports received, operational knowledge and the relative impact of graffiti on community amenity.

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## 6. Street Art Programs

Street art programs, such as murals and legal walls are an important way to engage young people and foster cultural and creative development in a safe and legal environment.

Respect for the artistic and creative thought that has gone into the mural may act as a deterrent to graffiti tags. Murals should be considered in high graffiti areas and consulting youth for designs of these walls will promote an element of ownership. Murals are a proactive strategy in minimising graffiti while also brightening up a dull area or wall.

It is important that a cohesive cross-council approach to future street art is developed to deliver this section of the Strategy. Any potential street art projects will fall in line with the Darebin Public Art Framework 2018. This Framework will ensure that the terms of new street art projects are clearly defined and contracts with street artists meet best practice standards. It will also ensure a diversity of quality professional artists are being supported across the municipality, representing a broad range of viewpoints, artistic styles and perspectives within the community.

### Street Art Festival

With a vision and belief Council could bring street artists from around the world to paint murals on bare walls over a weekend. The event could be funded by canvassing local residents and businesses. For example, Council could commission Juddy Roller Studios to bring together a collective of home grown and international street artists to transform our city. Locals and neighbouring suburbs could tour the various murals to watch the artwork appear in front of their eyes.

### Youth Art Mentorship

Council will create a responsive arts project model that focuses on cultural trends and the interests of young community members while fostering relationships with the community. This model will look at increasing young participant's learnings whereby they will be guided and mentored by professional artists towards creating new street art. This initiative will promote employment through the arts in Darebin and help combat vandalism.

Art redirection projects will provide a disincentive to tag and afford local talented young people the opportunity to showcase 'pieces' as an art form in its own right in a process led by trained professional artists.

During the course of this strategy a maintenance and regeneration program will be created to refurbish and/or create new murals over existing ones. Creators of the existing temporary mural, if known will be contacted to advise of the intention to either refurbish or overlay a new mural or to paint it out in a dark colour. This plan will implement the following maintenance program to refurbish:

- Murals in low profile areas - assess condition annually and if still relevant, in a process outlined in the Darebin Public Art Framework, either: refurbish and repaint as required; or paint over in a dark colour; or commission a new work to be overlaid.
- Murals in high profile areas – assess condition twice yearly; and if still relevant, in a process outlined in the Darebin Public Art Framework, either: refurbish and repaint as required; paint over in a dark colour; or commission a new work to be overlaid.

Darebin supports and encourages the creation of murals and street art, to be led by professional artists. Where community engagement is identified as a useful tool for the overall outcome, local residents and business owners may be engaged in the creation of a new street artwork under the leadership of an appointed professional artist. The process of selecting a professional artist to either create and/or lead a new mural (temporary artwork) is outlined in the Darebin Public Art Framework.

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## 7. Coordination and evaluation

The Darebin Graffiti Management Strategy 2019-2023 is relevant to all work areas across Council including:

- Infrastructure Maintenance
- Community Wellbeing
- Youth Services
- Creative Culture & Events
- Business Development
- City Development
- Civic Compliance
- Facilities Maintenance
- Darebin Parks
- Public Realm
- Level Crossing Rail Authority

Infrastructure Maintenance will lead all removal activities across the organisation for Council and private assets and work in partnership with other relevant departments to deliver education and prevention initiatives.

The strategy also relates to Council's partnership with external stakeholders including Victoria Police; Community Correctional Service, Metro Trains, Yarra Trams, Powercor and VicRoads.

### Evaluation

Graffiti is a dynamic and changing issue. To reflect this, an annual action plan will be developed and reviewed each year to ensure it accurately reflects and responds to the issue of graffiti in the Darebin Community. The Actions will be implemented, monitored and reviewed against a set of outcome based results outlined in the action plan. The review process will inform the development of future actions under the five strategic objectives.

The information will be captured through Council's customer service data and household surveys and reviewed after the completion of the strategy in June 2018. Council will record and analyse data regarding frequency of graffiti, location, reported details and cost of removal. This information will be utilised to inform Council's ongoing approach to the management of graffiti. The plan will be monitored and reviewed with reports to Council annually. A full evaluation and review in 2023.

## 8. Appendices

### Definitions

**Bombing:** To 'bomb' or 'hit' is to apply graffiti on many surfaces in a single area. Graffitiist commonly use throw ups and tags to bomb areas as these types of graffiti can be executed quickly and easily.

**Commercial graffiti:** This type of vandalism refers to graffiti that contains company logos or exhibits advertising images or messages.

**Crew tag:** Crew tags are scrawls, symbols or designs identifying a group of graffiti writers.

**Etch:** This method of vandalism refers to scratching a tag or image onto glass with a sharp instrument. Etching may also involve the use of acid solutions for creating frosted glass, such as 'Etch Bath' to write on windows.

**Graffiti:** The deliberate act of defacing property without the permission of the property owner. The Graffiti Prevention Act 2007 defines graffiti as to 'write, mark, scratch or otherwise deface property by any means so that the defacement is not readily removable by wiping with a dry cloth'

**Offensive graffiti:** Offensive graffiti has the potential to insult members or groups of the community and commonly includes defamatory or degrading remarks about race, religion, sex or personal privacy. Offensive graffiti frequently contains abusive, crude, vulgar or obscene words, phrases or graphics and negatively impacts perceptions of public safety.

**Piece:** Short for the word 'masterpiece', refers to large-scale multi-coloured graffiti murals containing a combination of images, patterns, symbols, and letters. Piece graffiti commonly occurs along rail corridors and other highly visible locations. Piece graffiti can take several hours to complete and is most commonly undertaken collaboratively by a group of graffitiists.

**Political graffiti:** Commonly occurs in highly visible locations and displays slogans or social commentary to signal concern for public issues.

**Prescribed graffiti implement:** This terminology derives from the *Graffiti Prevention Act 2007* and refers to aerosol spray paint cans; or any implement that is capable of being used to mark graffiti.

**Scribe:** Also called 'scatchitti', a scribe creates hard to remove graffiti by scratching a tag into a hard surface other than glass generally using a key, knife, stone, ceramic drill bit, or diamond tipped Dremel bit.



**Stencils:** Stenciling is a popular form of graffiti which involves creating an image, often by using a computer program such as Adobe Photoshop, and transferring the image onto a flat cardboard or plastic surface that can be cut into the shape of a design. When this sheet is placed flat against a wall or other surface, and spray paint is applied to the sheet it reproduces a pattern on the underlying surface.

**Street Art:** Aerosol art or other mediums that is undertaken legally and applied with the consent of the relevant property owner.

**Tagging:** Tag graffiti consists of illegible scrawls, symbols or initials that are used to identify the name or alias of the writer. They can also be representative of a group of graffitiists, as in the case of 'crew tagging'. Tags are commonly drawn quickly, displaying misspellings or social commentary directed at other graffitiists or known individuals, and are written with implements including pens, spray cans and sharp instruments such as keys.

**Throw Ups:** Throw ups or 'throwies' refer to tags written in fat, bubble-style writing. They are usually drawn quickly with spray paint and commonly feature two colours. One colour is used to outline the tag and the other is used to fill.



(Artist – Brodie Colbourne)

DRAFT Darebin Graffiti Management Strategy 2019 -2023

## Graffiti Management Action Plan 2019 -2023

**Theme 1: Reporting** – development of a database which tracks the reporting of graffiti including location, type, size, asset and tag identification.

Action	Lead department and partners	Resources	Timelines
1.1 Promote the use of an app for the reporting of graffiti by residents and contractors which includes GIS mapping data.	<b>Infrastructure Maintenance MAV</b>	Within existing budget.	October 2019
1.2 Report identified graffiti to Victoria Police with photographic evidence and specific location details.	<b>Infrastructure Maintenance MAV – graffiti tag register</b>	Within existing budget.	December 2019
1.3 Report identified graffiti on public authority assets to those authorities on a daily basis.	<b>Infrastructure Maintenance Other public authorities MAV - app</b>	Within existing budget.	September 2019
1.4 Establish and maintain a register of graffiti reported on public authority assets to enable regular follow up of reported items.	<b>Infrastructure Maintenance Other public authorities</b>	Within existing budget.	September 2019

## APPENDIX B

**Theme 2: Removal** – how graffiti will be removed from Council assets, private property and assets managed by other authorities.

Action	Lead department and partners	Resources	Timelines
2.1 Ensure graffiti on Priority 3 Council assets including public art is removed within 7 working days of notification.	<b>Infrastructure Maintenance</b>	Within existing budget.	September 2019
2.2 Ensure graffiti on Priority 2 hotspot locations is removed within 3 working days of notification.	<b>Infrastructure Maintenance</b>	Within existing budget.	September 2019
2.3 Ensure graffiti on Priority 1 offensive graffiti on Council assets or private property is removed within 2 working days of notification.	<b>Infrastructure Maintenance</b>	Within existing budget.	September 2019
2.4 Continue to provide a subsidy of up to \$500 to support the removal of Priority 1 offensive graffiti from private property.	<b>Infrastructure Maintenance</b>	Within existing budget.	September 2019
2.5 The development of a proactive removal program to facilitate regular, rapid removal from activity centres identified as Priority 2 locations.	<b>Infrastructure Maintenance</b> Business Development	Within existing budget.	September 2019
2.6 Continue to implement the Active Spaces program to activate unused retail space and identify opportunities for the inclusion of street art to prevent graffiti.	<b>Business Development</b> Infrastructure Maintenance	Within existing budget.	September 2019
2.7 Review Council's Local Law to determine what further methods it could be included to assist with the removal of graffiti from property not owned by Council.	<b>City Safety and Compliance</b> Infrastructure Maintenance	Within existing budget.	February 2020
2.8 Continue to support the Department of Justice Graffiti Removal Program to remove graffiti from Council assets and private property abutting public land.	<b>Infrastructure Maintenance</b>	Within existing budget	September 2019
2.9 Establish MOU's with the owners of utility assets for a consistent and timely approach to graffiti removal by other authorities.	<b>Infrastructure Maintenance</b> <b>Other Authorities</b>	Within existing budget	February 2020

## APPENDIX B

**Theme 3: Partnerships – how Council will work with other organisations to assist in graffiti management.**

Action	Lead department and partners	Resources	Timelines
3.1 Continue to implement the street art program for private property owners to access street art on heavily tagged walls.	<b>Infrastructure Maintenance</b> Community Wellbeing Business Development Creative Culture & Events	Within existing budget.	September 2019
3.2 Identify heavily graffitied Council assets for street art projects.	<b>Infrastructure Maintenance</b> Community Wellbeing Creative Culture & Events	Within existing budget.	September 2019
3.3 Work with Council's Yute Crew Program to identify locations for young people to create legitimate street art.	<b>Youth Services</b> Infrastructure Maintenance Creative Culture & Events	Within existing budget.	December 2019
3.4 Continue to implement a program for emerging street artists to participate in Council's street art initiatives.	<b>Infrastructure Maintenance</b> Community Wellbeing Creative Culture & Events	Within existing budget.	December 2019
3.5 Create a database of diverse, local artists accessible to businesses, residents and property developers for the legitimate creation of street art in Darebin.	<b>Creative Culture &amp; Events</b> Community Wellbeing Infrastructure Maintenance	Within existing budget.	November 2019
3.6 Incorporate street art on public and private assets into Council's Public Art Register.	<b>Creative Culture</b> Community Wellbeing Infrastructure Maintenance	Within existing budget.	March 2020
3.7 Proactively pursue grants and funding opportunities to assist with graffiti removal and prevention programs.	<b>Infrastructure Maintenance</b> Community Wellbeing	Within existing budget.	Annually
3.8 Investigate the possibility of holding a Street Art festival within Darebin.	<b>Creative Culture &amp; Events</b> Infrastructure Maintenance	Within existing budget.	April 2020
3.9 Investigate graffiti removal partnerships for state assets in Darebin such as rail corridors.	Infrastructure Maintenance Community Wellbeing Community Corrections MAV Other Authorities	Ongoing project may require additional resources.	Within the life of the strategy.

## APPENDIX B

**Theme 4: Prevention** – Council will use Crime Prevention through Environmental Design (CPTED) principles in the development and management of its public spaces.

Action	Lead department and partners	Resources	Timelines
4.1 Program to educate the community on graffiti management initiatives and the requirements of the Graffiti Prevention Act 2007.	<b>Infrastructure Maintenance</b> Community Wellbeing Business Development	Within existing staff resources and budget.	December 2019
4.2 Facilitate graffiti education programs with young people in various settings to deter their involvement in graffiti, including primary and high school-based programs.	<b>Youth Services</b> Infrastructure Maintenance Community Wellbeing	Within existing budget.	March 2020
4.3 Develop a graffiti prevention information sheet for property owners to consider when designing and altering their properties based on Crime Prevention Through Environmental Design (CPTED) principles	<b>Infrastructure Maintenance</b> Community Wellbeing City Development	Within existing budget.	October 2019
4.4 Review and update Council's website information on how to report and request graffiti removal from private property, on Council assets and privately-owned utilities and public transport providers	<b>Infrastructure Maintenance</b>	Within existing staff resources.	October 2019
4.5 Seek to incorporate young people's community artwork into Council's publications and other high-profile documents and showcase work at Council venues.	<b>Youth Services</b> Infrastructure Maintenance Community Wellbeing	Within existing staff resources.	March 2020
4.6 Identify opportunities to engage young people involved in graffiti in diversionary programs that promote legitimate street art and not vandalism.	<b>Youth Services</b> Community Wellbeing Infrastructure Maintenance Victoria Police	Within existing staff resources.	March 2020
4.7 Continue to implement Crime Prevention through Environmental Design Principles Safer Design Guidelines into the design of the public realm, Council projects and planning schemes.	<b>Public Places &amp; Design</b> <b>City Development</b> Infrastructure Maintenance Creative Culture & Events	Within existing staff resources.	Within the life of the strategy.

## APPENDIX B

**Theme 5: Advocacy** –how graffiti on assets owned by other authorities which Council does not control is managed.

Action	Lead department and partners	Resources	Timelines
5.1 Implement a coordinated advocacy approach to the issue of timely removal of graffiti on assets owned by other public authorities.	<b>Infrastructure Maintenance</b> <b>Communications</b> Community Wellbeing Other public authorities MAV Other Authorities Internal Reference Group	Within existing staff resources.	April 2020

**Theme 6: Internal Governance** – the structure to oversee the implementation of the strategy.

Action	Lead department and partners	Resources	Timelines
6.1 Establish a graffiti reference group with cross Council representation to meet as required to exchange information regarding graffiti and oversee implementation of the strategy including identification and delivery of public art proposals.	<b>Various Council Departments</b>	Within existing budget.	February 2020

APPENDIX B

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**9. CONSIDERATION OF RESPONSES TO PETITIONS, NOTICES OF MOTION AND GENERAL BUSINESS**

Nil

**10. NOTICES OF MOTION**

Nil

## 11. REPORTS OF STANDING COMMITTEES

### 11.1 AUDIT COMMITTEE REPORT

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The Audit Committee is an Advisory Committee appointed, pursuant to section 139 of the *Local Government Act 1989* (the Act), to assist Council in fulfilling its responsibilities relating to internal control mechanisms and external reporting requirements.

Meetings of the Audit Committee were held on 25 March, 17 June and 26 August 2019. Summary minutes of these meetings are attached to this report as **Appendix A**.

<b>Recommendation</b>
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**That** Council notes the report of the Audit Committee meetings held on 25 March, 17 June and 26 August 2019.

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#### RELATED DOCUMENTS

Nil

#### Attachments

- Summary Minutes for the March, June and August 2019 Audit Committee Meetings (**Appendix A**)



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# SUMMARY MINUTES OF THE AUDIT COMMITTEE MEETING

Held on Monday 25 March 2019

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## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

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**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE OF THE  
DAREBIN CITY COUNCIL HELD AT DAREBIN CIVIC CENTRE  
350 HIGH STREET PRESTON ON MONDAY 25 MARCH 2019**

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THE MEETING OPENED AT 2.32pm

**1. PRESENT****Members**

Ms Lisa Tripodi (Chairperson)  
Dr Marco Bini (Deputy Chairperson)  
Mr Terry Richards (Independent External Member)  
Cr. Kim Le Cerf (Committee Member)  
Cr. Lina Messina (Committee Member)  
Cr. Susan Rennie (Mayor)

**External Auditor**

Mr Jonathan Kyvelidis – Sector Director, Local Government and Planning Victorian Auditor-General's Office  
Mr Anh Ha – Senior Manager, Financial Audits

**Officers**

Ms Sue Wilkinson - Chief Executive Officer  
Ms Ingrid Bishop – General Manager Governance & Engagement  
Mr Allan Cochrane – Manager Finance  
Mr Michael O'Riordan – Financial Accountant  
Ms Melinda Viksne – Manager Governance & Performance  
Ms Mira Josevska – Risk & Insurance Advisor

**Minutes**

Mira Josevska – Risk & Insurance Advisor

**2. APOLOGIES****3. DISCLOSURES OF CONFLICTS OF INTEREST**

Nil

**4. REGISTER OF INTERESTS**

Audit Committee members are asked to declare any conflicts of interest. The following record of members' disclosures will remain until amended by the member concerned.

Mr Terry Richards

- Latrobe City Council

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**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

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Ms Lisa Tripodi

- City of Greater Geelong
- City of Moonee Valley
- Knox City Council
- Mornington Peninsula Shire Council

**5. CONFIRMATION OF THE PREVIOUS AUDIT COMMITTEE MEETING**

<b>Committee Decision</b>
---------------------------

**MOVED:** Ms Lisa Tripodi

**SECONDED:** Mr Terry Richards

**That** the Minutes of the Audit Committee Meeting held on 3 December 2018 be confirmed as a correct record of business transacted.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

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**6. STANDING REPORTS****6.1 ELECTION OF THE CHAIR****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

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**Summary**

- Ms Wilkinson outlined the process for the election of the Chair of the Audit Committee, in accordance with the Audit Committee Charter and the Governance Local Law
- Ms Lisa Tripodi was nominated for the role of Chair of the Audit Committee
- Ms Tripodi accepted the nomination
- No other nominations were received
- Ms Wilkinson declared Ms Tripodi to be duly elected as the Chair of the Audit Committee for a period of 12 months, or until the first meeting of the committee in 2020
- Ms Tripodi assumed the chair



**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

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**6.2 ELECTION OF THE DEPUTY CHAIR****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

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**Summary**

- Ms Wilkinson outlined the process for the election of the Deputy Chair of the Audit Committee, in accordance with the Audit Committee Charter and the Governance Local Law
- Dr Marco Bini was nominated for the role of Deputy Chair of the Audit Committee
- Dr Bini accepted the nomination
- No other nominations were received
- Ms Wilkinson declared Dr Bini to be duly elected as the Deputy Chair of the Audit Committee for a period of 12 months, or until the first meeting of the committee in 2020

**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

---

**6.3 AUDIT COMMITTEE ACTION ITEMS REPORT****Author:** Governance and Audit Advisor**Reviewed By:** Manager Governance and Performance

---

**Summary**

A table of outstanding action items arising from previous Audit Committee meetings is presented below for the committee's reference.

This report will be a standing agenda item for future meetings.

**Consultation**

- Executive Management Team
- Senior Management
- Council Officers with assigned action Items

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr Marco Bini**SECONDED:** Mr Terry Richards

**That** the Audit Committee notes the status of the action items as presented and approves the format of the action items table.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

---

**6.4 CEO QUARTERLY REPORT****Author:** Chief Executive Officer**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

The purpose of this report is to provide the Audit Committee with an update on current and emerging risks and audit issues as deemed necessary by the Chief Executive Officer (CEO).

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr Marco Bini**SECONDED:** Cr Kim Le Cerf**That** the Audit Committee

- (1) Notes the matters outlined in the report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

---

**7. FINANCIAL REPORTS****7.1 2018/19 MID-YEAR BUDGET REVIEW****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement

---

**PURPOSE**

In compliance with the *Local Government Act 1989*, the attached report (**Appendix A**) compares for the six 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

**EXECUTIVE SUMMARY**

The mid-year financial review assessed the financial performance of Council year-to-date to 31 December 2018.

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 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 \$17.54 million and capital works expenditure of \$50.05 million. The forecast underlying result for the year ending 30 June 2019 is a surplus of \$7.47 million.

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr Lina Messina**SECONDED:** Dr Marco Bini**That** the Audit Committee:

- (1) Receives the contents of the 'Financial report six months ended 31 December 2018' included as **Appendix B** to this report and notes the year to date financial results against budget;
- (2) Notes the 2018–19 Quarter 2 Report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**7.2 COUNCIL INVESTMENT PERFORMANCE REPORT - 6 MONTHS ENDED 31 DECEMBER 2018****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement**PURPOSE**

This report provides detail of Council's investment portfolio and performance for the six months ended 31 December 2018. As at 31 December 2018, Council's investment portfolio was valued at \$83.29 million.

**EXECUTIVE SUMMARY**

A comprehensive review of Council's investment portfolio has been undertaken for the six months ended 31 December 2018. The Council's investment portfolio has earned \$0.94 million in interest on investments with term deposits and cash investments earning an annualised rate of 2.35% (June 2018: 2.35%). As at 31 December 2018, the Council's investment portfolio was valued at \$83.29 million (June 2018: \$84.85 million).

**Committee Decision****MOVED:** Dr Marco Bini**SECONDED:** Cr Lina Messina

**That** the Audit Committee receive the contents of this report.

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

---

**7.3 VAGO EXTERNAL AUDIT STRATEGY 2018-2019****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

The Audit Strategy Memorandum for the year ending 30 June 2019 has been prepared by the Victorian Auditor-General's Office (VAGO), and sets out their approach to the audit of the Darebin City Council financial report, standard statements and performance statement for 2018-2019.

**Consultation**

- General Manager Governance & Engagement
- Manager Finance
- Financial Accountant

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr Terry Richards**SECONDED:** Cr Kim Le Cerf

**That** the Audit Committee notes the attached Audit Strategy Memorandum – Darebin City Council for the financial year ending 30 June 2019 prepared by the Victorian Auditor-General's Office.

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

---

**8. RISK MANAGEMENT****8.1 RISK MANAGEMENT REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**PURPOSE**

The purpose of this report is to provide the Audit Committee with an update on risk management projects and activities.

**EXECUTIVE SUMMARY**

This report provides an update on the following projects and activities:

- Risk Management Policy and Framework
- Business continuity training
- Tender for insurance services.

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr Kim Le Cerf**SECONDED:** Cr Lina Messina

**That** the Audit Committee notes the Risk Management Report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**9. INTERNAL AUDIT****9.1 INTERNAL AUDIT TENDER OUTCOME****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

At its meeting of 25 February 2019, Council awarded the contract for internal audit services to HLB Mann Judd (Vic) Pty Ltd for a period of three years, with options for two one-year extensions.

Council is currently finalising the contract with HLB Mann Judd and this is expected to be in place by late March. The transition plan will include meetings with the CEO, Executive Management Team, Audit Committee and Mayor, as well as a review of Council's strategic risk profile and the development of a three-year internal audit plan.

Further investigation of the proposed audits into Review of Agreements (including grant and partner agreements, memoranda of understanding and letters of agreement) and Temporary and Contract Staff (focusing on procurement and management arrangements) revealed that the scoping for these audits required more detailed consideration and input from the new internal auditors. These audits are therefore being proposed for inclusion in the new internal audit plan.

**Consultation**

- People and Development
- Procurement

**Committee Decision**

**MOVED:** Mr Terry Richards  
**SECONDED:** Cr Kim Le Cerf

**That** the Audit Committee notes the outcome of the internal audit tender.

**CARRIED**



## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**9.2 OUTSTANDING AUDIT ACTION PLAN****Author:** Corporate Risk Strategic Advisor**Reviewed By:** General Manager Governance and Engagement**Summary**

This report provides an update on progress made towards addressing outstanding internal Audit recommendations.

The attached report shows the number of closed, due and overdue internal audit recommendations and associated responsible officers (**Appendix A**). The report also includes the most up-to-date comments for each audit recommendation.

The following is a summary of the status of audit action items:

Number of Recommendations Completed Since December 2018	Number of Recommendations Overdue for Completion	Number of Recommendations Due for Completion
16	90	21

**Consultation**

- Executive Management Team
- Senior Officers
- Risk and Insurance Advisor
- Council Officers with assigned internal audit recommendations

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr Terry Richards**SECONDED:** Dr Marco Bini

**That** the Audit Committee notes the Outstanding Audit Action Plan dated 28 February 2019.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

---

**10. PROCUREMENT**

Nil

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr Terry Richards  
**SECONDED:** Cr Kim Le Cerf

**That** the Audit Committee receive a probity report as a standing item.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**11. GOVERNANCE****11.1 AUDIT COMMITTEE MEMBERSHIP****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

At the 3 December meeting, the Audit Committee noted the proposed extension of Mr Terry Richards' appointment to December 2019.

At the Council meeting of 25 February 2019, Mr Terry Richards was appointed as a member of the Audit Committee to 31 December 2019. This appointment will allow for continuity on the committee and consistency of approach for the current governance matters under consideration.

The current appointment of Ms Lisa Tripodi expires in July 2019 and there is an option to exercise a one-year extension. Ms Tripodi has expressed an interest in continuing on the committee and officers will be seeking approval from Council for this extension.

**Consultation**

N/A

**Committee Decision****MOVED:** Dr Marco Bini**SECONDED:** Cr Lina Messina**That** the Audit Committee notes the report on Audit Committee membership.**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**11.2 AUDIT COMMITTEE CHARTER****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

A review of the Audit Committee Charter has been undertaken, which incorporates feedback from Audit Committee members and Council officers. The revised charter is attached at **Appendix A**. **Appendix B** shows the tracked changes from the wording in the current charter, and the current charter is included at **Appendix C**, for reference.

The proposed revisions aim to provide an improved structure and clearer wording for the document. There are no substantial changes to the duties or responsibilities of the committee.

The draft changes include:

- Authority – in line with the Audit Committee's status as an advisory committee, the elements under this heading in the current charter have been incorporated under the relevant headings in the revised charter (Internal Audit, External Audit, Support)
- Responsibilities – business continuity has been incorporated under risk, along with the inclusion of reporting on the insurance program
- Composition – the definition of a quorum has been brought into line with the wording in the *Local Government Act 1989* and Council's Governance Local Law
- Meetings – distribution of the agenda has been amended to at least five days in advance of the meeting, in line with current practice

Subject to endorsement by the Audit Committee, the revised charter will be presented to Council for approval and adoption.

**Consultation**

Audit Committee members  
Council officers

**Committee Discussion**

**MOVED:** Mr Terry Richards

**SECONDED:** Dr Marco Bini

**That** the Audit Committee endorses the revised Audit Committee Charter at **Appendix A**.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

**11.3 AUDIT COMMITTEE SELF-ASSESSMENT RESULTS****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

In accordance with good governance practice, the Audit Committee undertakes a regular self-assessment to examine its performance and to identify possible areas of improvement. In December 2018, Audit Committee members were invited to complete a self-assessment questionnaire, with four completed questionnaires received.

Most questions returned an average score of 3.8 or above (on a five-point scale). The lowest scores received were for the internal audit function; however, respondents noted that internal audit services were being re-tendered.

**Consultation**

Audit Committee members

**Committee Decision****MOVED:** Cr Lina Messina**SECONDED:** Dr Marco Bini

**That** the Audit Committee notes the self-assessment results at **Appendix A**.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

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**11.4**                      **2019 AUDIT COMMITTEE MEETING PLAN****Author:**                      Corporate Risk Strategic Advisor**Reviewed By:**              General Manager Governance and Engagement

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**Summary**

The attached meeting plan outlines reports that will be presented to the 2019 Audit Committee meetings, in line with the areas of responsibility identified in the Audit Committee Charter.

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr Marco Bini**SECONDED:** Cr Lina Messina

**That** the Audit Committee receives and notes the 2019 meeting plan.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

25 MARCH 2019

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**11.5 FACILITY MANAGEMENT IMPROVEMENT PLAN****Author:** General Manager Operations and Capital**Reviewed By:** Chief Executive Officer

---

**Summary**

The purpose of this report is to detail the outcomes of a review of Council's Facility Management service and planned improvement actions.

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr Marco Bini**SECONDED:** Cr Kim Le Cerf

That the Audit Committee notes this report and receives further progress reports every 6 months.

**CARRIED**

**AUDIT COMMITTEE SUMMARY MINUTES**25 MARCH 2019

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**12. CONFIDENTIAL**

Nil

**13. OTHER BUSINESS****14. NEXT MEETING**

The next meeting of the Audit Committee will be held at 2.30pm on Monday 17 June 2019 in the Darebin Civic Centre, 350 High Street Preston.

**15. COMMITTEE MEMBERS CONFERENCE**

In accordance with the Audit Committee Charter, Item 6, Part 5(f) and Part 6(b), an opportunity is provided for the Audit Committee to meet with the internal auditor and/or external auditor to discuss any matters that the Audit Committee or the internal auditor and/or external auditor believe should be discussed privately. Management will be required to leave the meeting during discussion of this item.

**16. CLOSE OF MEETING**

The meeting closed at 4.51pm.





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# SUMMARY MINUTES OF THE AUDIT COMMITTEE MEETING

Held on Monday 17 June 2019

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## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

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**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE OF THE  
DAREBIN CITY COUNCIL HELD AT DAREBIN CIVIC CENTRE  
350 HIGH STREET PRESTON ON MONDAY 17 JUNE 2019**

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**THE MEETING OPENED AT 2:36 PM****1. PRESENT*****Members***

Ms Lisa Tripodi (Chairperson)  
Dr Marco Bini (Deputy Chairperson)  
Mr Terry Richards (Independent External Member)  
Cr. Kim Le Cerf (Committee Member)

***Internal Auditor***

Mark Holloway – Partner, Audit and Assurance, HLB Mann Judd  
Kapil Kukreja – Senior Manager, Risk, Assurance and Advisory, HLB Mann Judd

***External Auditor***

Mr Jonathan Kyvelidis – Sector Director, Local Government and Planning, VAGO  
Mr Anh Ha – Senior Manager, Financial Audits, VAGO  
Mr James Bennett – Assistant Director, Performance Audit, VAGO

***Officers***

Ms Sue Wilkinson – Chief Executive Officer  
Ms Ingrid Bishop – General Manager Governance & Engagement  
Vito Albicini – General Manager Operations & Capital  
Mr Allan Cochrane – Manager Finance  
Mr Michael O’Riordan – Financial Accountant  
Ms Melinda Viksne – Manager Governance & Performance  
Mr Patrick D’Alessandri – Senior Occupational Health & Safety Advisor

***Minutes***

Ms Sharika Agarwal – Risk & Insurance Advisor

The Chair welcomed the representatives from HLB Mann Judd and congratulated them on their appointment.

**2. APOLOGIES**

Ms Sue Wilkinson – Chief Executive Officer  
Cr. Lina Messina (Committee Member)

**3. DISCLOSURES OF CONFLICTS OF INTEREST**

Nil

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**4. REGISTER OF INTERESTS**

Audit Committee members are asked to declare any conflicts of interest. The following record of members' disclosures will remain until amended by the member concerned.

Mr Terry Richards

- Latrobe City Council
- Hobsons Bay City Council

Ms Lisa Tripodi

- City of Greater Geelong
- City of Moonee Valley
- Knox City Council
- Mornington Peninsula Shire Council
- Hobsons Bay City Council

**5. CONFIRMATION OF THE PREVIOUS AUDIT COMMITTEE MEETING****Committee Decision**

**MOVED:** Mr T Richards  
**SECONDED:** Cr. K Le Cerf

**That** the Minutes of the Audit Committee Meeting held on 25 March 2019 be confirmed as a correct record of business transacted, with the addition of Mornington Peninsula Shire Council to the register of interests for Ms Lisa Tripodi.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

---

**6. STANDING REPORTS****6.1 2019 MEETING PLAN****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

The meeting plan for 2019 is attached at **Appendix A**, for the Committee's reference.

**Consultation**

N/A

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini  
**SECONDED:** Mr T Richards

**That** the Audit Committee notes the 2019 Meeting Plan.

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**17 JUNE 2019

---

**6.2 AUDIT COMMITTEE ACTION ITEMS REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

A table of outstanding action items arising from previous Audit Committee meetings is presented below for the committee's reference.

**Consultation**

- Executive Management Team
- Senior Management
- Council Officers with assigned action items

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr. K Le Cerf**SECONDED:** Mr T Richards

**That** the Audit Committee notes the status of action items from previous meetings.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

---

**7. FINANCIAL REPORTS****7.1 FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2019****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement

---

**EXECUTIVE SUMMARY**

The Quarter 3 financial review assessed the financial performance of Council for the nine months ended 31 March 2019.

The outcome of the review indicates that Council has achieved a year-to-date operating surplus of \$50.57 million, which is \$9.16 million ahead of budget. The year-to-date capital works expenditure was \$20.48 million, which is \$10.05 million behind the budget.

The forecast result for the year ending 30 June 2019 is an operating surplus of \$17.54 million and capital works expenditure of \$50.05 million. The forecast underlying result for the year ending 30 June 2019 is a surplus of \$7.47 million.

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini  
**SECONDED:** Cr. K Le Cerf

**That** the Audit Committee:

- (1) Notes the Council Plan Action Plan Progress Report 2018-19 Quarter 3;
- (2) Notes the year-to-date financial results against budget as detailed in the Financial Report 9 months ended 31 March 2019 (commencing at page 63 in **Appendix A**).

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**7.2 FINANCIAL REPORTING DEVELOPMENTS 2019****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement**EXECUTIVE SUMMARY**

The Audit Committee requested an issues paper covering contemporary financial reporting developments be presented to the Committee each year in the lead up to the financial year-end. This report covers key financial reporting developments that are expected to impact on Council for the year ending 30 June 2019 and into the future.

There are four accounting standard changes/new standards that will be applicable to Darebin.

A preliminary assessment of the impact of these standards is outlined below, with further detail provided in the body of this briefing note:

STANDARD	YEAR APPLICABLE	PRELIMINARY ASSESSMENT
AASB 9 - Financial Instruments	2018-19	No material impact
AASB 15 - Revenue from Contracts with Customers	2019-20	No material impact
AASB 1058 - Income of Not-For-Profit Entities	2019-20	No material impact
AASB 16 - Leases	2019-20	Recognition of a \$292,000 right of use asset (and associated liability).

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards  
**SECONDED:** Dr M Bini

**That** the Audit Committee receives and notes this report on financial reporting developments.

**CARRIED**



## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

---

**7.3 ANNUAL FINANCIAL REPORT****Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

This report provides the draft shell Annual Financial Report for the year ended 30 June 2019 to be presented to Council and the Audit Committee at year-end.

Statutory Requirements

The *Local Government Act 1989* (the Act) and the *Local Government (Planning and Reporting) Regulations 2014* (the regulations) require Council to prepare an annual report in respect of each financial year. The annual report is to contain audited financial statements.

The regulations require that Council's audited financial statements are prepared in accordance with the Local Government Model Financial Report.

Regulations 19 and 20 in part four of the regulations state that:

- The financial statements must be prepared in accordance with the Local Government Model Financial Report
- The financial statements must contain a statement of capital works
- The financial statements must include specified other information as notes.

The review of the Local Government Model Financial Report Manual 2019 has identified other minor reporting / disclosure changes from the previous year. These changes include:

- A separate note showing disaggregated disclosures by function in accordance with *AASB 1052 Disaggregated Disclosures* reinstated as Note 2.
- Additional disclosure added to reflect the need to estimate the impact of the implementation of *AASB 16 Leases*.
- Corrected various spelling, typographical, formatting and other minor issues with the model.

**Consultation**

- Manager Finance
- Victorian Auditor-General's Office

**Committee Decision**

**MOVED:** Cr. K Le Cerf**SECONDED:** Mr T Richards

**That** the Audit Committee notes and receives this report on the draft shell Annual Financial Report for the year ended 30 June 2019.

**CARRIED**

---

**Page 7**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**7.4 VAGO INTERIM MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2019****Author:** Finance Manager**Reviewed By:** General Manager Governance and Engagement**Summary**

The Victorian Auditor-General's Office has completed the interim phase of the audit of Darebin City Council for the year ending 30 June 2019.

The interim management letter details their findings from that phase of the audit that fall into the following categories:

- Internal control findings
- Financial reporting and performance statement report findings
- Business improvement opportunities and other findings.

Of the 11 issues listed in the summary of audit findings, three have been resolved, with the remaining eight issues being incorporated into business unit work plans for completion.

**Committee Decision**

**MOVED:** Dr M Bini  
**SECONDED:** Cr. K Le Cerf

**That** the Audit Committee notes the Darebin City Council – Interim Management Letter for the Year Ended 30 June 2019, attached at **Appendix A**.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

## 7.5 PROPOSED ANNUAL BUDGET 2019–20

Author: Finance Manager

Reviewed By: General Manager Governance and Engagement

---

**EXECUTIVE SUMMARY**

The annual budget is an essential planning and resource tool produced each year. The development of a considered budget is vital to the ongoing operational and financial viability of Council. The budget sets out the expected income and expenditure of both operational, strategic and capital activities for the coming year and also incorporates Council's rating strategies.

The annual budget is a transparent account of Council's operations in line with good governance. The budget documentation forms part of a comprehensive public accountability process and reporting that includes:

- The Council Plan
- The Strategic Resource Plan
- The Annual Budget
- Internal and external audit
- The Annual Report.

The proposed budget contains the information specified in the *Local Government Act 1989* ('the Act') and all details required by the Local Government (Planning and Reporting) Regulations 2014 ('the Regulations'). It has also been prepared in accordance with the model budget template.

**Committee Decision**

**MOVED:** Cr. K Le Cerf**SECONDED:** Dr M Bini

**That** Audit Committee receives and notes this report and the proposed Annual Budget 2019–20 (**Appendix A**) and the proposed Strategic Resource Plan 2019–23 (**Appendix B**).

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**17 JUNE 2019

---

**8. RISK MANAGEMENT****8.1 RISK MANAGEMENT REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**EXECUTIVE SUMMARY**

This report provides an update on the following projects and activities:

- strategic risk profile
- risk appetite review
- 2019–20 insurance renewal.

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards**SECONDED:** Dr M Bini

**That** the Audit Committee notes the Risk Management Report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**8.2 RISK, SAFETY AND CLAIMS REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

The purpose of this report is to provide high-level information, data, analysis and recommendations on risk, safety and claims in order to:

- reduce risk to the business
- inform future initiatives, training, learning and development to support Council to achieve safety outcomes
- implement continuous improvement KPIs that will support Council to improve performance.

This is the first iteration of the risk, safety and claims report, and officers would be pleased to receive feedback from the Audit Committee on its effectiveness.

**Consultation**

Health and Safety team  
Risk and Insurance team

**Committee Decision**

**MOVED:** Dr M Bini  
**SECONDED:** Cr. K Le Cerf

That the Audit Committee notes the Q3 Risk, Safety and Claims Report at **Appendix A**.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**9. INTERNAL AUDIT****9.1 INTERNAL AUDIT PLAN 2019–22****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement**Summary**

Council's internal auditors have developed a three-year internal audit plan (**Appendix A**), which outlines a program of audits to be implemented from 1 July 2019. The plan will be reviewed annually to ensure currency and to incorporate any changes in Council's risk profile.

To develop the plan, the internal auditors reviewed Council's strategic objectives and previous internal audit plans, and facilitated a strategic risk discussion with the Executive Management Team. One-on-one interviews were also held with the Mayor, the Chair of the Audit Committee, the Chief Executive Officer and the General Manager Governance and Engagement.

A draft scope has been developed for the first audit proposed for the 2019–20 year: Review of Contracted and Temporary Staff. This scope is attached at **Appendix B** for Audit Committee feedback.

As a complementary piece to the development of the internal audit plan, the internal auditors are undertaking a review of the outstanding audit actions report to assess the relevance of these actions. A report on this review will be presented to the August Audit Committee meeting.

**Consultation**

Mayor  
Chair, Audit Committee  
Chief Executive Officer  
Executive Management Team  
General Manager Governance and Engagement

**Committee Decision**

**MOVED:** Dr M Bini  
**SECONDED:** Cr. K Le Cerf

**That** the Audit Committee:

- 1) Endorses the 2019–22 Internal Audit Plan attached at **Appendix A**.
- 2) Provides feedback on the draft scope for the Review of Contracted and Temporary Staff audit at **Appendix B**.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

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## 9.2 VAGO ASSET MANAGEMENT AUDIT

**Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**EXECUTIVE SUMMARY**

VAGO has released the report for their performance audit Local Government Assets: Asset Management and Compliance, which outlines seven recommendations that apply to all councils.

Darebin has responded to the proposed report accepting the recommendations and providing an action plan to address them. Darebin's response was published with the report when it was tabled in Parliament on 23 May 2019.

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr. K Le Cerf**SECONDED:** Mr T Richards

That the Audit Committee notes the VAGO Asset Management Audit Report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

**10. PROCUREMENT****10.1 PROCUREMENT POLICY UPDATE****Author:** Finance Manager**Reviewed By:** General Manager Governance and Engagement**Summary**

Each financial year, Council is required to review its procurement policy and submit to Council for approval. The current Procurement Policy was endorsed at the Council Meeting held on 21 August 2017.

Council has a commitment to developing leading practice, not just to review the policy. The policy review has been ongoing over some months and the new policy is currently being written. A project update is provided at **Appendix A** and a draft of the policy is provided for the committee's information at **Appendix B**.

A briefing to Council will be provided prior to 30 June 2019 with an anticipation that the policy will be put to Council for endorsement in July 2019.

The new internal auditor has been engaged in the process to ensure policy compliance. The new policy will be presented at the next Audit Committee meeting in August 2019.

**Consultation**

Chief Executive Officer

General Manager Governance &amp; Engagement

Acting Coordinator Procurement and Contracting

Senior Procurement Officers

Social and Sustainable Procurement Taskforce members:

- Manager City Futures
- Manager City Works
- Manager Equity and Wellbeing
- Business Engagement Skills and Employment Officer
- Environmental Education and Promotions Officer

Local Government Victoria

**Committee Decision****MOVED:** Dr M Bini**SECONDED:** Mr T Richards**That** the Audit Committee:

- (1) Notes the significant work currently being undertaken to develop the new procurement policy, which will be presented at the August 2019 Audit Committee meeting.
- (2) Notes that Council will be in breach for the 2018–19 financial year of its requirement under section 186A to review at least once in each financial year the current procurement policy.

**CARRIED**

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## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

---

**11. GOVERNANCE****11.1 2018–19 MID-YEAR COUNCILLOR EXPENSES REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

Section 75B of the *Local Government Act 1989* requires a Council to adopt and maintain a policy in relation to the reimbursement of expenses for Councillors and members of Council Committees.

The Councillor Support and Expenses Policy 2017 provides that a report on Councillor expenses by category will be prepared and submitted to Council's Audit Committee.

The quarterly Councillor Expense reports for the period 1 July 2018 to 31 December 2018 includes expenses and reimbursements related to travel, training, conferences and telephone and internet services.

Requests for reimbursement are accompanied by tax invoices. Where possible, attendance at training and conferences are paid directly by Council through electronic funds transfer or use of the corporate credit card. Payments are made in line with purchasing policy and guidelines.

Information about telephone and internet expenses is made available to Councillors monthly in the form of the itemised account. Councillors are reminded to identify and reimburse Council for personal use, if applicable.

To meet reporting and transparency requirements, Councillor expenses are included in the annual report and on Council's website.

**Consultation**

Council Business  
Finance

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards**SECONDED:** Dr M Bini

**That** the Audit Committee notes the 2018–19 Mid-Year Councillor Expenses report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

17 JUNE 2019

---

**12. CONFIDENTIAL****12.1 CEO QUARTERLY REPORT****Author:** Manager Governance and Performance**Reviewed By:** General Manager Governance and Engagement

---

**Summary**

The purpose of this report is to provide the Audit Committee with an update on current and emerging risks and audit issues as identified by the Chief Executive Officer.

**Consultation**

N/A

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr. K Le Cerf**SECONDED:** Mr T Richards

That the Audit Committee notes the CEO Quarterly Report.

**CARRIED**

**AUDIT COMMITTEE SUMMARY MINUTES**17 JUNE 2019

---

**13. OTHER BUSINESS**

The Committee discussed the draft Parking Strategy and noted that it had been withdrawn for further consideration.

**14. NEXT MEETING**

The next meeting of the Audit Committee will be held at 2.30pm on Monday 26 August 2019 in the Darebin Civic Centre, 350 High Street Preston.

**15. COMMITTEE MEMBERS CONFERENCE**

The Committee held an in-camera discussion with the external and internal auditors.

**16. CLOSE OF MEETING**

The meeting closed at 4:00 pm



the place  
to live

# SUMMARY MINUTES OF THE AUDIT COMMITTEE MEETING

Held on Monday 26 August 2019

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## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

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**MINUTES OF THE MEETING OF THE AUDIT COMMITTEE OF THE DAREBIN CITY COUNCIL HELD AT DAREBIN CIVIC CENTRE 350 HIGH STREET PRESTON ON MONDAY 26 AUGUST 2019**

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THE MEETING OPENED AT 3.32 PM

**1. PRESENT*****Members***

Ms Lisa Tripodi (Chairperson)  
Dr Marco Bini (Deputy Chairperson)  
Mr Terry Richards (Independent External Member)  
Cr Kim Le Cerf (Committee Member)

***Internal Auditor***

Mr Kapil Kukreja – Senior Manager, Risk, Assurance and Advisory, HLB Mann Judd

***External Auditor***

Mr Jonathan Kyvelidis – Sector Director, Local Government and Planning, VAGO  
Mr Anh Ha – Senior Manager, Financial Audits, VAGO

***Officers***

Ms Sue Wilkinson – Chief Executive Officer  
Mr Steven Sagona – Acting General Manager Governance & Engagement  
Mr Allan Cochrane – Manager Finance  
Mr Michael O’Riordan – Financial Accountant  
Ms Jennifer Patterson – Acting Manager Governance & Performance  
Mr Michael Almonte – Municipal Building Surveyor

***Minutes***

Ms Sharika Agarwal – Risk & Insurance Advisor

**2. APOLOGIES**

Cr Lina Messina (Committee Member)  
Mr Mark Holloway – Partner, Audit and Assurance, HLB Mann Judd

**3. DISCLOSURES OF CONFLICTS OF INTEREST**

Nil

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

**4. REGISTER OF INTERESTS**

Audit Committee members were asked to declare any conflicts of interest. The following record of members' disclosures will remain until amended by the member concerned.

Ms Lisa Tripodi added Moreland City Council to the list.

Mr Terry Richards

- Latrobe City Council
- Hobsons Bay City Council

Ms Lisa Tripodi

- City of Greater Geelong
- City of Moonee Valley
- Knox City Council
- Mornington Peninsula Shire Council
- Hobsons Bay City Council
- Moreland City Council

**5. CONFIRMATION OF THE PREVIOUS AUDIT COMMITTEE MEETING****Committee Decision**

**MOVED:** Mr T Richards  
**SECONDED:** Cr K Le Cerf

That the Minutes of the Audit Committee Meeting held on 17 June 2019 be confirmed as a correct record of business transacted.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**6. STANDING REPORTS****6.1 2019 MEETING PLAN****Author:** Manager Governance and Performance**Reviewed By:** Chief Executive Officer

---

**Summary**

The meeting plan for 2019 is attached at **Appendix A**, for the Committee's reference.

**Consultation**

N/A

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards**SECONDED:** Cr K Le Cerf

That the Audit Committee notes the 2019 Meeting Plan.

**CARRIED**



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**AUDIT COMMITTEE SUMMARY MINUTES**26 AUGUST 2019

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**6.2 AUDIT COMMITTEE ACTION ITEMS REPORT****Author:** Manager Governance and Performance**Reviewed By:** Chief Executive Officer

---

**Summary**

A table of outstanding action items arising from previous Audit Committee meetings was presented for the committee's reference.

**Consultation**

- Executive Management Team
- Senior Management
- Council Officers with assigned action items

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards**SECONDED:** Dr M Bini

That the Audit Committee notes the status of action items from previous meetings.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**7. FINANCIAL REPORTS****7.1 DRAFT 2018-19 FINANCIAL STATEMENTS AND PERFORMANCE REPORT****Author:** Financial Accountant**Reviewed By:** Chief Executive Officer

---

**EXECUTIVE SUMMARY**

This report presents the draft Financial Statements and Performance Statement for the year ended 30 June 2019 for Audit Committee review. Key elements in relation to the Statements are discussed together with commentary on the major variances from the previous year and budget in the Financial and Budget Comparison (note 1).

**Consultation**

- Chief Executive Officer
- Executive Management Team
- Manager Finance
- Victorian Auditor-General's Office

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini**SECONDED:** Cr K Le Cerf

**That** the Audit Committee recommends to Council that it:

- (1) Approves in principle the Financial Statements and Performance Statement for the year ended 30 June 2019 subject to a management representation letter, minor amendments to the Statements and the Auditor-General's review; and
- (2) Authorises two Councillors to sign the Financial Statements in their final form after any changes recommended or agreed to, by the Auditor have been made.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

**7.2 EXTERNAL AUDITORS CLOSING REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2019****Author:** Financial Accountant**Reviewed By:** Finance Manager**Summary**

The Audit Act 1994 requires the Auditor-General to form an opinion on Council's Financial Statements and Performance Statement. The audit was conducted to gather sufficient and appropriate evidence to form that opinion.

The audit approach focused on key financial report audit risks. This involved gaining an understanding of significant financial reporting processes and a combination of internal control testing and substantive audit procedures to assess the residual risk of material misstatement of the financial report. The issues of waste, probity and lack of financial prudence in the use of public resources were also considered.

The External Auditors advise that subject to satisfactory resolution of outstanding items outlined in Appendix A, they will be recommending to the Auditor-General to issue a clear audit opinion on the Financial Statements and Performance Statement of the Darebin City Council for the 2018/19 year.

**Consultation**

- Executive Management Team
- Managers

**Committee Decision**

**MOVED:** Cr K Le Cerf  
**SECONDED:** Mr T Richards

That Audit Committee receives and notes the Darebin City Council Closing report to the Audit Committee for the financial year ended 30 June 2019 as provided by the Victorian Auditor-General's Office.

**CARRIED****8. RISK MANAGEMENT**

Nil

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

**9. INTERNAL AUDIT****9.1 2019–22 INTERNAL AUDIT PLAN****Author:** Manager Governance and Performance**Reviewed By:** Chief Executive Officer

---

**Summary**

At its June meeting, the Audit Committee provided feedback on the draft internal audit plan and requested that the schedule of audits for 2019–20 be provided.

The final version of the plan, which incorporates the feedback, is attached, along with the schedule for 2019–20.

Please note that some further fieldwork is being undertaken for the Review of Contracted and Temporary Staff audit, at the request of Council. The final report was therefore not ready for the August Audit Committee meeting but will be available for circulation to committee members after the meeting, subject to the committee's agreement to review the report and provide feedback out-of-session.

Further the review of outstanding actions report is currently with the Executive Management Team and relevant stakeholders for review and comments. The final report was therefore not ready for the for the August Audit Committee meeting but will be available for circulation to committee members after the meeting, subject to the committee's agreement to review the report and provide feedback out-of-session.

**Consultation**

- Internal Auditors
- Relevant internal departments

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini  
**SECONDED:** Cr K Le Cerf

**That** the Audit Committee notes the final 2019–22 Internal Audit Plan and 2019–20 schedule.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**9.2 SCOPE OF INTERNAL AUDIT ON REVIEW OF AGREEMENTS****Author:** Risk and Insurance Advisor**Reviewed By:** Chief Executive Officer

---

**Summary**

The Internal Auditors, HLB Mann Judd have submitted a draft scope of the internal audit on review of agreements (Partnerships, MOUs and Leases). The review will assess whether the Council has robust systems, processes and internal controls in place when making agreements with third parties and management of those agreements.

**Consultation**

- Executive Management Team

<b>Committee Decision</b>
---------------------------

**MOVED:** Cr K Le Cerf  
**SECONDED:** Mr T Richards

**That** the Audit Committee approve the Scope of Internal Audit on Review of Agreements.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**9.3 SCOPE OF INTERNAL AUDIT ON REVIEW OF ORGANISATIONAL COMPLIANCE****Author:** Risk and Insurance Advisor**Reviewed By:** Chief Executive Officer

---

**Summary**

The Internal Auditors, HLB Mann Judd have submitted a draft scope of the internal audit on review of Organisational Compliance. The Council is required to comply with several acts and regulations as part of its statutory obligations. Failure to comply with its legislative and regulatory responsibilities may result in financial, reputational or political consequences. The review will assess whether the Council has a systematic and structured compliance management framework to ensure visibility over its regulatory obligations, and its continued compliance with relevant legislation and regulations.

**Consultation**

- Executive Management Team

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini**SECONDED:** Mr T Richards

**That** the Audit Committee approve the Scope of Internal Audit on Review of Organisational Compliance.

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**26 AUGUST 2019

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**9.4 INTERNAL AUDIT STATUS REPORT****Author:** Risk and Insurance Advisor**Reviewed By:** Chief Executive Officer

---

**Summary**

The internal auditors, HLB Mann Judd, have provided an update on internal audit activities in accordance with the 2019-20 Internal Audit Plan.

**Consultation**

- Executive Management Team

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini  
**SECONDED:** Mr T Richards

That the Audit Committee note the attached report provided by HLB Mann Judd, Internal Audit Status Report.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

**9.5 SCOPE OF INTERNAL AUDIT ON CYBER SECURITY PENETRATION TESTING****Author:** Risk and Insurance Advisor**Reviewed By:** Chief Executive Officer**Summary**

From a cyber security perspective, significant data breaches – security incidents in which sensitive, protected or confidential data is copied, transmitted, viewed, stolen or used by unauthorised attackers are becoming nearly an everyday occurrence. At the same time, the costs related to these breaches continue to rise steeply. City of Darebin (“the Council”) are responsible to ensure confidentiality, integrity and availability of both their proprietary and customer data.

Internal audit will conduct a Vulnerability Assessment and Penetration Testing (“VAPT”) of selected web applications to ensure that City of Darebin’s web applications are secure, and the network perimeter controls are effective to secure systems and information assets against external attackers.

**Consultation**

- Acting General Manager Governance & Engagement
- Manager Information Services

**Committee Decision**

**MOVED:** Mr T Richards  
**SECONDED:** Cr K Le Cerf

That the Scope of internal audit on Cyber Security Penetration Testing be revised to reflect Audit Committee discussion.

**CARRIED**



## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**10. PROCUREMENT****10.1 PROCUREMENT NON-CONFORMANCE REPORT JUNE 2019****Author:** Finance Manager**Reviewed By:** Acting General Manager Governance and Engagement

---

**Summary**

Section 186 of the *Local Government Act 1989* deals with restrictions on Council's power to enter into contracts.

This report seeks to inform the Audit Committee of goods and services or works that have not partially or fully complied with the requirements specified under the Local Government Act or Council's Procurement Policy.

**Consultation**

- Acting Coordinator Procurement and Contracts
- Senior Procurement Officers

<b>Committee Decision</b>
---------------------------

**MOVED:** Dr M Bini  
**SECONDED:** Mr T Richards

That the Audit Committee receives and notes the Procurement Non-conformance Report as at June 2019.

**CARRIED**

---

**AUDIT COMMITTEE SUMMARY MINUTES**26 AUGUST 2019

---

**10.2 PROBITY PRACTITIONERS REPORT****Author:** Finance Manager**Reviewed By:** Acting General Manager Governance and Engagement

---

**EXECUTIVE SUMMARY**

Council's current procurement policy has a requirement that a probity auditor/advisor is appointed for all tender activities greater than \$1,000,000.

At the Audit Committee meeting of 25 March 2019, the Audit Committee requested that a probity report be provided as a standing item at every meeting.

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards**SECONDED:** Dr M Bini

That the Audit Committee note the Probity Advisor Report and Appendix A.

**CARRIED**

## AUDIT COMMITTEE SUMMARY MINUTES

26 AUGUST 2019

---

**11. GOVERNANCE****11.1 GIFTS AND HOSPITALITY REPORT****Author:** Manager Governance and Performance**Reviewed By:** Chief Executive Officer

---

**Summary**

In accordance with the provisions of the *Local Government Act 1989*, Councillors and officers have an obligation to act impartially and with integrity, including avoiding conflicts of interest. This is particularly important in the context of receiving gifts or benefits from another person or organisation.

The Darebin City Council Gifts and Hospitality Policy was developed to provide direction to Councillors and officers regarding their obligations in receiving or declining gifts or benefits. Further, the Councillor Code of Conduct and the Excellence in Governance - Employee Code of Conduct also outline these obligations, including the requirement to complete a Councillor Gifts Registration Form or Staff Gifts Registration Form upon receipt of or declining of any gifts and/or hospitality.

Council maintains registers to record the acceptance or declining of gifts and or hospitality offered to Councillors and officers. Copies of the Councillor and Staff registers for 2018–19 are attached as Appendix A and Appendix B respectively to this report.

**Consultation**

N/A

<b>Committee Decision</b>
---------------------------

**MOVED:** Mr T Richards  
**SECONDED:** Cr K Le Cerf

**That** the Audit Committee:

- (1) Receives and notes the Councillor Gifts and Hospitality Register 2018–19, attached to this report as **Appendix A**.
- (2) Receives and notes the Staff Gifts and Hospitality Register 2018–19, attached to this report as **Appendix B**.

**CARRIED**

**AUDIT COMMITTEE SUMMARY MINUTES**26 AUGUST 2019

---

**12. CONFIDENTIAL**

The following audit committee attendees left the meeting room to enable discussion on the Confidential item report:

- Mr Allan Cochrane
- Ms Jennifer Patterson
- Mr Michael O'Riordan
- Ms Sharika Agarwal
- Mr Kapil Kukreja

**13. OTHER BUSINESS****14. NEXT MEETING**

The next meeting of the Audit Committee will be held at 2.30pm on Monday 11 November 2019 in the Darebin Civic Centre, 350 High Street Preston.

**15. COMMITTEE MEMBERS CONFERENCE**

In accordance with the Audit Committee Charter, Item 6, Part 5(f) and Part 6(b), an opportunity is provided for the Audit Committee to meet with the internal auditor and/or external auditor to discuss any matters that the Audit Committee or the internal auditor and/or external auditor believe should be discussed privately. Management will be required to leave the meeting during discussion of this item.

**166. CLOSE OF MEETING**

The meeting closed at 4.36 pm (pending discussion of Confidential matters under agenda item 12).



## 12. RECORDS OF ASSEMBLIES OF COUNCILLORS

### 12.1 ASSEMBLIES OF COUNCILLORS HELD

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An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

An Assembly of Councillors record was kept for:

- Darebin Nature Trust Meeting #11 – 24 September 2019
- Darebin Nature Trust Meeting #12 – 22 October 2019
- Councillor Briefing Session – 28 October 2019
- Darebin Aboriginal Advisory Committee – 30 October 2019
- Councillor Briefing Session – 11 November 2019
- Councillor Briefing Session – 18 November 2019

<b>Recommendation</b>
-----------------------

**That** the record of the Assembly of Councillors held on 24, 22, 28 & 30 October and 11 & 18 November 2019 attached as **Appendix A** to this report, be noted and incorporated in the minutes of this meeting.

---

### RELATED DOCUMENTS

Nil

### Attachments

- Assemblies of Councillors - 2 December 2019 (**Appendix A**)



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Darebin Nature Trust Meeting #11
	<b>Date:</b>	Tuesday 24 September 2019
	<b>Location:</b>	Council Chambers, Darebin Civic Centre, Preston
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Steph Amir, Cr. Susanne Newton,
	<b>Council Staff:</b>	Sally Moxham, Shanaka Perera, Michelle Van Gerrevink Libby Phillips
	<b>Other:</b>	Community Representatives of Darebin Nature Trust: Matthew Rose, Neal Masters, Ray Radford, David Taylor, Nadine Richings, Chris Williams
<b>APOLOGIES:</b>		Cr. Trent McCarthy, Cr. Susan Rennie (Mayor)

The Assembly commenced at 6:30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Budget Discussion on budget process, pathways for DNT to advise on biodiversity.	None
2	Terms of Reference proposal and discussion for DNT	None
3	Darebin Nature Trust sub-group update related to: <ul style="list-style-type: none"> <li>- Staff training &amp; presentation by DNT community reps (proposal)</li> <li>- Conference of conservation &amp; environment groups (proposal)</li> <li>- Business Case (proposal)</li> <li>- G4W (proposal)</li> <li>- Progressing December planning day key items</li> <li>- other items from subgroup meeting 13/8/19</li> </ul>	None

## ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4	Community Engagement materials overview	None
5	Forward Agenda Planning	None
6	Other business	None

The Assembly concluded at 8:45 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Libby Phillips
	<b>Officer Title:</b>	Planning Landscape Architect





## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Darebin Nature Trust Meeting #12
	<b>Date:</b>	Tuesday 22 October 2019
	<b>Location:</b>	Council Chambers, Darebin Civic Centre, Preston
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Steph Amir
	<b>Council Staff:</b>	Sally Moxham, Michelle Van Gerrevink, Libby Phillips, Steve Tierney
	<b>Other:</b>	Community Representatives of Darebin Nature Trust: Neal Masters, Ray Radford, David Taylor, Nadine Richings, Chris Williams, Anne Makhijani (Guest)
<b>APOLOGIES:</b>		Cr. Trent McCarthy, Cr. Susan Rennie (Mayor), Cr. Susanne Newton, Matt Rose, Heloise Gibb, Megan Ivey-Law, Rachel Ollivier

The Assembly commenced at 6:30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Guest Presentation – Gardens 4 Wildlife followed by discussion	None
2	Ruthven Drat master plan update followed by discussion	None
3	Darebin Nature Trust sub-group update related to: <ul style="list-style-type: none"> <li>- Staff training &amp; presentation by DNT community reps (proposal)</li> <li>- Conference of conservation &amp; environment groups (proposal)</li> <li>- Business Case (proposal)</li> <li>- G4W (proposal)</li> <li>- Progressing December planning day key items</li> <li>- other items from subgroup meeting 13/8/19</li> </ul>	None

**ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)**

<b>MATTERS CONSIDERED</b>		<b>DISCLOSURES AND COMMENTS</b>
<b>3</b>	Terms of Reference proposal and discussion	<b>None</b>
<b>5</b>	Forward Agenda Planning	<b>None</b>
<b>6</b>	Other business	<b>None</b>

**ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)**

The Assembly concluded at 8:45 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Libby Phillips
	<b>Officer Title:</b>	Planning Landscape Architect



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Councillor Briefing Session
	<b>Date:</b>	Monday 28 October 2019
	<b>Location:</b>	Council Chamber, Darebin Civic Centre
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Susan Rennie (Mayor), Cr. Susanne Newton (Deputy Mayor) arrived 5.34pm), Cr. Steph Amir (arrived 7.55pm), Cr. Gaetano Greco, Cr. Tim Laurence (arrived 5.41pm), Cr. Kim Le Cerf (arrived 5.39pm), Cr. Trent McCarthy, Cr. Lina Messina (arrived 5.54pm), Cr. Julie Williams
	<b>Council Staff:</b>	Sue Wilkinson, Rachel Ollivier, Ingrid Bishop, Sam Hewitt, Cathy Henderson, Darren Rudd, Enna Giampiccolo Stephen Mahon, Sally Moxham, Sophie Jordan, Matthew Cullen, Melinda Viksne, Deb Strutt, Felicity Leahy, Phillip O'Brien, Michele Burton, Stevie Myer
	<b>Other:</b>	Nil
<b>APOLOGIES:</b>		

The Assembly commenced at 5.30 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	DHHS & MAB Corporation - Proposed Redevelopment at Oakover Road and Stokes/Penola Streets Preston	No disclosures were made.
2	Performance of the 2018-19 Capital Works Program	No disclosures were made.
3	DCN and Community Survey Program Review	No disclosures were made
4	East Preston Community Centre Governance Proposed Governance Model	No disclosures were made
5	Reservoir Leisure Centre (including NOM's)	No disclosures were made

**ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)**

<b>MATTERS CONSIDERED</b>		<b>DISCLOSURES AND COMMENTS</b>
<b>6</b>	Social and Sustainable Procurement Policy	No disclosures were made
<b>7</b>	Climate Emergency Programs 2019 - 2020	No disclosures were made
<b>8</b>	Finalised NOM's for Council Meeting 6 November 2019	No disclosures were made

The Assembly concluded at 9.40 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Officer Name – Stephen Mahon
	<b>Officer Title:</b>	Officer Title – Coordinator Governance, Council Business and Civic Services

## ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Darebin Aboriginal Advisory Committee
	<b>Date:</b>	Wednesday 30 October 2019
	<b>Location:</b>	Council Chambers, 350 High Street, Preston
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Susan Rennie (Mayor), Cr. Susanne Newton (Deputy Mayor), Cr. Gaetano Greco
	<b>Council Staff:</b>	Jess Fraser, Mandy Bathgate, Stuart McFarlane,
	<b>Other:</b>	Members of the Darebin Aboriginal Advisory Committee
<b>APOLOGIES:</b>		Erica Higgins, Jenaya Kastamonitis, Alan Brown, Charles Pakana
		Cr. Kim Le Cerf, Maria Dugan, Elliejean Singh, Carol Harrison

The Assembly commenced at 4.00 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
<b>1</b>	Aboriginal and Torres Strait Islander Employment Strategy – Action Plan status Review October 2019. Review progress update.	No disclosures were made
	Updates from actions arising from previous minutes	No disclosures were made
	<ul style="list-style-type: none"> <li>• Setting the Scene - background meeting purpose and format</li> </ul>	No disclosures were made
	<ul style="list-style-type: none"> <li>• Presentations How have we fared to date? Analyse of outcomes against objectives/key information</li> </ul>	No disclosures were made
	<ul style="list-style-type: none"> <li>• DAAC Feedback and perspectives- facilitated discussion: what worked, what didn't, ideas and opportunities critical reflection and open feedback</li> </ul>	No disclosures were made
	<ul style="list-style-type: none"> <li>• Next Steps- Where to next</li> </ul>	No disclosures were made

**ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)**

<b>MATTERS CONSIDERED</b>		<b>DISCLOSURES AND COMMENTS</b>
<b>3</b>	Other Business <ul style="list-style-type: none"><li>• Batman Park Renaming Update</li></ul>	No disclosures were made
<b>4</b>	Meeting Close	No disclosures were made

**The Assembly concluded at 6.00 pm**

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b> Stuart McFarlane
	<b>Officer Title:</b> Aboriginal Contact Officer



## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Councillor Briefing
	<b>Date:</b>	Monday 11 November 2019
	<b>Location:</b>	Preston Civic Centre: Chamber
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Susan Rennie (Mayor) Cr. Gaetano Greco, Cr Tim Laurence, Cr. Trent McCarthy (5.46pm), Cr. Steph Amir (5.48pm), Cr Lina Messina (5.50pm), Cr. Susanne Newton (Deputy Mayor) (6.00pm),
	<b>Council Staff:</b>	Sue Wilkinson, Cathy Henderson, Rachel Ollivier, Melinda Viksne, Deborah Strutt, Sam Hewett, Stephen Mahon, Darren Rudd, Sunny Haynes, Sophie Jordan, Stevie Meyer, Wendy Dinning, Sally Moxham, Ai Ikemi, Michele Burton, Allan Middlemast, Che Sutherland, Jess Fraser, Teneille Summers
	<b>Other:</b>	N/A
<b>APOLOGIES:</b>		Cr. Julie Williams, Cr, Kim Le Cerf.

The Assembly commenced at 5.43 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Ten Year Capital Works Plan	No disclosures were made.
2	Review Items for Planning Committee Agenda 18 November 2019	No disclosures were made.
3	Strategic Projects Update	No disclosures were made
4	Economic Development programs and Place Based Activities	No disclosures were made
5	Proposal Changes to the Use of Single-Use Plastics within the Municipality	No disclosures were made
6	Streets for People-Preston Activity Link Options	No disclosures were made
7	Community Safety Framework	No disclosures were made

## ASSEMBLY OF COUNCILLORS – PUBLIC RECORD (CONT)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
8	Council Meeting Governance Rules/ Local Law	No disclosures were made
9	General Business	No disclosures were made

The Assembly concluded at 9.00 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Stephen Mahon
	<b>Officer Title:</b>	Coordinator Governance, Council Business and Civic Services





## ASSEMBLY OF COUNCILLORS PUBLIC RECORD

<b>ASSEMBLY DETAILS:</b>	<b>Title:</b>	Councillor Briefing Session
	<b>Date:</b>	Monday, 18 November 2019
	<b>Location:</b>	Council Chamber, Darebin Civic Centre
<b>PRESENT:</b>	<b>Councillors:</b>	Cr. Susan Rennie (Mayor), Cr. Susanne Newton (Deputy Mayor), Cr. Steph Amir, Cr. Gaetano Greco, Cr. Tim Laurence, Cr. Trent McCarthy, Cr. Lina Messina,
	<b>Council Staff:</b>	Sue Wilkinson, Ingrid Bishop, Rachel Ollivier, Darren Rudd, Melinda Viksne, Stephen Mahon
	<b>Other:</b>	N/A
<b>APOLOGIES:</b>		Cr. Julie Williams, C. Kim Le Cerf.

The Assembly commenced at 7.50 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Planning Committee Items – 9 December 2019	No disclosures were made.
2	Social and Sustainable Procurement Policy	No disclosures were made.
3	Establishment and Membership of Community Advisory Committees and Community Reference Groups	No disclosures were made
4	Appointment of Council Representatives to State-Wide, Metropolitan, Regional and Darebin-based organisations	No disclosures were made
5	General Business	No disclosures were made

The Assembly concluded at 9.00 pm

<b>RECORD COMPLETED BY:</b>	<b>Officer Name:</b>	Stephen Mahon
	<b>Officer Title:</b>	Coordinator Governance, Council Business and Civic Services

### 13. REPORTS BY MAYOR AND COUNCILLORS

<b>Recommendation</b>
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**That** Council note the Reports by Mayor and Councillors.

**14. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL**

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

**14.1 Compulsory Acquisition of the Right of Way at 16– 20 Dumbarton Street, Reservoir**

This item is designated confidential pursuant to Section 89(2) (d) (f) of the Act.

**14.2 Construction of Outdoor Netball Courts Update and Contract Variation CT201848**

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

**CLOSE OF MEETING**

<b>Recommendation</b>
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**That** in accordance with section 89(2) of the *Local Government Act 1989*, Council resolves to close the meeting to members of the public to consider the items designated confidential by the Chief Executive Officer.

**RE-OPENING OF MEETING**

<b>Recommendation</b>
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**That** the meeting be re-opened to the members of the public.

**15. CLOSE OF MEETING**

**CITY OF  
DAREBIN**

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