



the place
to live

AGENDA OF THE ORDINARY COUNCIL MEETING

To be held on Monday 28 August 2023 at 6.00pm

**This Council Meeting will be held at Preston Town Hall,
284 Gower Street, Preston.**

**This meeting will be a scheduled hybrid meeting, at which
both councillors and members of the public may
participate either in person or virtually.**

**This meeting will also be livestreamed and may be
accessed from Councils website www.darebin.vic.gov.au.**

Persons wishing to submit a 'Public Question' may do so
online by 12.00 noon on the day of the meeting via the
Question and Submissions form.



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

These are the Minutes for the Council Meeting. For assistance with any of the items in the minutes, please telephone 8470 8888.

Arabic

هذه هي محاضر اجتماع المجلس. للحصول على المساعدة في أي من البنود في المحاضر، يرجى الاتصال بالهاتف 8470 8888.

Chinese

这些是市议会会议纪要。如需协助了解任何纪要项目，请致电8470 8888。

Greek

Αυτά είναι τα Πρακτικά της συνεδρίασης του Δημοτικού Συμβουλίου. Για βοήθεια με οποιαδήποτε θέματα στα πρακτικά, παρακαλείστε να καλέσετε το 8470 8888.

Hindi

ये काउंसिल की बैठक का सारांश है। सारांश के किसी भी आइटम में सहायता के लिए, कृपया 8470 8888 पर टेलीफोन करें।

Italian

Questo è il verbale della riunione del Comune. Per assistenza con qualsiasi punto del verbale, si prega di chiamare il numero 8470 8888.

Macedonian

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

Nepali

यी परिषद्को बैठकका माइन्युटहरू हुन्। माइन्युटका कुनै पनि वस्तुसम्बन्धी सहायताका लागि कृपया 8470 8888 मा कल गर्नुहोस्।

Punjabi

ਇਹ ਕੌਂਸਲ ਦੀ ਮੀਟਿੰਗ ਵਾਸਤੇ ਸੰਖੇਪ ਸਾਰਾਂਸ਼ ਹੈ। ਸੰਖੇਪ ਸਾਰਾਂਸ਼ ਵਿਚਲੀਆਂ ਕਿਸੇ ਵੀ ਆਈਟਮਾਂ ਸੰਬੰਧੀ ਸਹਾਇਤਾ ਵਾਸਤੇ, ਕਿਰਪਾ ਕਰਕੇ 8470 8888 ਨੂੰ ਟੈਲੀਫੋਨ ਕਰੋ।

Somali

Kuwaani waa qodobadii lagaga wada hadlay Fadhiga Golaha. Caawimada mid kasta oo ka mid ah qodobada laga wada hadlay, fadlan la xiriiir 8470 8888.

Spanish

Estas son las Actas de la Reunión del Concejo. Para recibir ayuda acerca de algún tema de las actas, 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 những Biên bản Họp Hội đồng Thành phố. Muốn có người trợ giúp mình về bất kỳ mục nào trong biên bản họp, xin quý vị gọi điện thoại số 8470 8888.

Table of Contents

Item Number	Page Number
1. OPENING OF MEETING AND MEMBERSHIP	1
2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....	1
3. APOLOGIES.....	1
4. DISCLOSURES OF CONFLICTS OF INTEREST	1
5. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS	1
6. COUNCIL’S OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITIES	1
7. QUESTION AND SUBMISSION TIME	2
8. PETITIONS	3
9. CONSIDERATION OF REPORTS	4
9.1 COMMUNITY COMPLAINTS ABOUT A COUNCILLOR POLICY.....	4
9.2 2022-23 Q4 PERFORMANCE REPORT (NON-FINANCIAL) ENDING 30 JUNE 2023.....	40
9.3 DRAFT BORROWING POLICY	146
9.4 DECLARATION OF A SPECIAL CHARGE: SOLAR SAVER ROUND 4.2 (BATCH 2)	156
9.5 PROPERTY MATTERS - SALE OF MINOR ASSETS.....	174
9.6 GOVERNANCE REPORT - AUGUST 2023	185
10. ITEMS TO BE TABLED	210
11. NOTICES OF MOTION	211
11.1 E-SCOOTER.....	211
11.2 PLANT BASED TREATY	213
12. URGENT BUSINESS.....	215
13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL	215
14. CLOSE OF MEETING.....	215

Agenda

1. OPENING OF MEETING AND MEMBERSHIP

Cr. Julie Williams (Mayor) (Chairperson)

Cr. Susanne Newton (Deputy Mayor)

Cr. Emily Dimitriadis

Cr. Gaetano Greco

Cr. Tom Hannan

Cr. Tim Laurence

Cr. Trent McCarthy

Cr. Lina Messina

Cr. Susan Rennie

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

3. APOLOGIES

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS

Recommendation

That the Minutes of the Ordinary Meeting of Council held on 24 July 2023 be confirmed as a correct record of business transacted.

6. COUNCIL'S OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITIES

7. 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 three (3) questions at an Ordinary Council meeting. Members of the public wishing to ask a question must register their question using the Questions and Submission Time Form before 12 noon on the day of the meeting.

Questions that are not lodged by 12 noon on the day of the Council Meeting will not be accepted, and **no questions will be taken from people *in attendance on the night of the Council Meeting***.

In accordance with the Council Governance Rules 2020, the Chairperson may disallow a question if it:

- a) relates to a matter outside the duties, functions or powers of Council;
- b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- c) may lead to a breach of Council's statutory obligations;
- d) relates to a Notice of Motion, Petition or item of urgent business;
- e) deals with a subject matter already answered;
- f) is aimed at embarrassing a Councillor or an Officer; or
- g) deals with a matter that should be, or has been, considered as a confidential matter or relates to any matter in respect of which Council may close the Meeting to the public under section 66 of the *Local Government Act 2020*.

No questions directed at an individual Councillor or Officer will be allowed

SUBMISSIONS

Members of the public wishing to make a 2 minute submission on a report listed on the Agenda (unless not permitted pursuant to the Councils Governance Rules) must register online before 12 noon on the day of the Ordinary Council Meeting or Hearing of Submissions Meeting and be in attendance on the day of the Meeting to make their submission.

If the person wishing to make a submission or their representative is not in attendance (including virtual attendance for a scheduled hybrid meeting) when the Agenda item is to be considered, their submission will not be read out.

The person making the submission must clearly state their name and their suburb. The name of the submitter will be recorded in the Minutes, as an official record.

No member of the public can make a submission to a Notice of Motion, Petition (unless originator of petition, Governance Rule 16.3(6)) or item of Urgent Business presented at a Council meeting.

HOW TO SUBMIT YOUR QUESTION OR MAKE A COMMENT OR SUBMISSION

Members of the public who wish to ask a question, or make a submission to an agenda item, at an Ordinary Council Meeting may register their question or intent to make a submission before 12.00 noon on the day of the meeting in one of the following ways:

- (a) online at darebin.vic.gov.au; or
- (b) by mail to PO Box 91, Preston 3072.

Council meetings can be viewed at the 'Watch Council and Planning Committee' meetings page via Council's website.

Agenda's will be available for viewing on Council's website at the 'Meeting Agendas and Minutes' page up to 6 days prior to the date of the meeting.

8. PETITIONS

9. CONSIDERATION OF REPORTS

9.1 COMMUNITY COMPLAINTS ABOUT A COUNCILLOR POLICY

Author: Coordinator Governance Services

Reviewed By: Acting Manager Governance & Engagement

EXECUTIVE SUMMARY

To seek Council endorsement of the draft Community Complaints about a Councillor Policy (Policy) following online community consultation and targeted discussions with the Italian Seniors Citizen's Club of Preston and Vietnamese Seniors' Club during the month of June 2023 and further community feedback received at the Council meeting on 24 July 2023.

Officer Recommendation

That Council:

- (1) Adopt the Community Complaints about a Councillor Policy at **Appendix A**.
 - (2) Endorse that complaints can be received and considered under the policy about Councillor behaviour that has occurred no later than 3 months **preceding the date** the policy is adopted by Council or **12 months** for serious misconduct, in alignment with the Councillor Code of Conduct.
-

BACKGROUND / KEY INFORMATION

The *Local Government Act 2020* (Vic) ('the Act') requires Councils to develop and maintain a policy for dealing with complaints made to the Council.

The Community Complaints about a Councillor Policy (Policy) only applies to external complaints about Councillors. Disputes between Councillors and between Councillors and staff are dealt through the dispute resolution procedures within the Councillor Code of Conduct.

During the community consultation period there were 184 views of the policy and 21 contributors both online and through targeted discussions. There was a further submission to the Policy when it was presented to Council on 24 July 2023, and the Policy was withdrawn to enable further consideration of this.

The Policy (**Appendix A**) incorporates three updates as a result of community feedback:

- Definition of a Complaint was expanded to include the standards of conduct set out in Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.
- Who can make a complaint was extended to community groups / advisory groups rather than just individual members of the public. As such the definition of 'complainant' was also updated to reflect the chairperson or president of the community or advisory group is the one who can lodge the complaint on their behalf.

- The inclusion of a requirement for the Mayor and Deputy Mayor to submit a complaint to the Principal Councillor Conduct Registrar, where the nature of the complaint is assessed as demonstrating a breach of the standards of conduct.

Very minor administrative updates were also made to the policy.

Previous Council Resolutions

At its meeting held on 27 March 2023, Council resolved:

'That Council:

- (1) *Endorses the draft 'Community Complaints about a Councillor Policy' to proceed to community consultation.*
- (2) *Notes the 'Community Complaints about a Councillor Draft Policy' will be reported to Council at a later meeting in 2023 for adoption, with consideration given to feedback received through community consultation.*

At its meeting held on 24 July 2023, Council resolved:

'That Council defer Item 9.3 Community Complaints about a Councillor Policy to the next Council Meeting, 28 August 2023.'

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

DISCUSSION

Council receives complaints lodged by the community in relation to Councillors. While the Mayor is responsible for dealing with such complaints, previously there were no clear mechanisms to guide the end-to-end process.

The establishment of this policy provides individuals, community and advisory groups a process to make a complaint about a councillor(s) behaviour which does not align with the standards of conduct set out in Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.

The Policy also provides a streamlined and consistent internal mechanism for dealing with any complaint, should one be lodged.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Subject to the number and nature of complaints received by members of the community, the mechanisms in this policy have the potential to increase costs associated with the handling of complaints referred to the Principal Councillor Conduct Registrar which are accepted and require an Arbiter to be appointed.

Community Engagement

The consultation activities between 6-23 June 2023 included a survey on Your Say page that attracted 184 views and 11 contributors (**Appendix B** and **C**). In addition, targeted discussions were held with the Italian Senior Citizen's Club of Preston Inc (21 June) and Vietnamese Seniors' club (23 June) with a total of 10 participants.

The Your Say survey covered questions such as:

- Does the draft Policy provide enough information for you to know how to make a complaint about a Councillor?
- What other information or support do you think you would need?
- Does the draft Policy provide enough information for you to understand how a complaint about a councillor will be processed?
- What other information should this policy provide for you to understand how a complaint about a Councillor will be processed?
- Do you think that we should also provide an online form for making complaints about Councillors?
- Do you think we need to provide any other ways of making a complaint?

Similar questions were asked at the targeted discussion sessions. At these sessions we also provided a hard copy of the draft Policy and a 2 page hand out summarising the Policy (**Appendix D**).

Overall, the feedback received was positive, and two minor updates made to the Policy resulting from the feedback.

Other Principles for consideration

Good governance and integrity underpin local government democracy, accountability, and conduct. Adherence to these principles enables our community to hold the Council to account for its performance and reflects the obligations of the *Local Government Act 2020* (Vic).

Overarching Governance Principles and Supporting Principles

- (i) the transparency of Council decisions, actions and information is to be ensured.

Public Transparency Principles

- (c) Council information must be understandable and accessible to members of the municipal community;

Service Performance Principles

- (e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

There are no environmental sustainability considerations required for this Policy.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The development of the Policy, survey and targeted discussion sessions were undertaken with an equity and inclusion lens applied. The Policy and associated engagement documents were reviewed by Council's Diverse Communications and Engagement team to ensure they were written in plain English.

Economic Development and Cultural Considerations

Not applicable

Operational Impacts

There will be minimal operation impacts with the implementation of this Policy

Legal and Risk Implications

There are no legal or risk implications with the proposed Policy.





IMPLEMENTATION ACTIONS

The Policy will be made available on Council's web site in an accessible format.

RELATED DOCUMENTS

- *Local Government Act 2020* (Vic)
- *Local Government (Governance and Integrity) Regulations 2020*
- Victorian Ombudsman, Councils and complaints – A good practice guide (2nd ed. July 2021)

Attachments

- Community Complaints about a Councillor Policy (**Appendix A**) [↓](#) 
- Community Consultation Summary Results Report (**Appendix B**) [↓](#) 
- Summary - Question Results (**Appendix C**) [↓](#) 
- Summary Points of the Policy (**Appendix D**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of 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.



Community Complaints About a Councillor Policy

Purpose	<p>The purpose of this Policy is to:</p> <ul style="list-style-type: none"> • provide a framework for the open, fair, objective and transparent handling of complaints about a Councillor • maintain high standards of good governance and transparency • ensure alignment with the Local Government Act 2020 ('the Act').
Scope	<p>This Policy applies to all external complaints about Councillors.</p> <p>Disputes between Councillors and between Councillors and Darebin staff are dealt with through the dispute resolution procedures within the Councillor Code of Conduct.</p>
Definitions and Abbreviations	<p>In this Policy:</p> <p>Act means the <i>Local Government Act 2020</i> (Vic).</p> <p>Chief Executive Officer (CEO) means the person appointed by Council to be its Chief Executive Officer, or any person acting in that position.</p> <p>City means the Darebin City Council, being a body corporate constituted as a municipal Council under the <i>Local Government Act 2020</i> (Vic).</p> <p>Complaint means an expression of dissatisfaction with the quality of behaviour of a Councillor or group of Councillors that is contrary to the standards of conduct set out in Schedule 1 of <i>Local Government (Governance and Integrity) Regulations 2020</i>.</p> <p>Complainant means a person or entity affected by the behaviour of a Councillor who brings this to the notice of the Council.</p> <p>Complaint handling process means the way individual complaints are dealt with by the Council, including policy, procedure, technology, reporting, evaluation and improvement.</p> <p>Council means the Darebin City Council being all the Councillors collectively.</p> <p>Councillor means a person holding the office of member of Darebin City Council.</p> <p>Delegated Committee means delegated committees defined under section 63 of the <i>Local Government Act 2020</i> (Vic).</p> <p>Delegated Committee member means a person appointed to a Delegated Committee.</p> <p>Frivolous means a complaint that is of little or no weight, worth, or importance; not worthy of serious notice.</p>

August 2023



	<p>Mayor means the Councillor elected to the Office of Mayor of the City or any person appointed by Council to be acting as Mayor.</p> <p>Member of Council staff means a natural person appointed by the CEO (other than an independent contractor under a contract for services or a volunteer) to enable the functions of the City to be carried out. The Chief Executive Officer is also a member of Council staff.</p> <p>Misconduct has the meaning as defined by the Act and replicated in Attachment One.</p> <p>Municipality means the Darebin City Council municipality.</p> <p>Role of a Councillor means the role as defined by section 28 of the <i>Local Government Act 2020</i> (Vic) and replicated in the responsibilities section of this Policy.</p> <p>Serious Misconduct has the meaning as defined by the <i>Local Government Act 2020</i> (Vic) and replicated in Attachment One.</p> <p>Vexatious means a complaint instituted without sufficient grounds and serving only to cause annoyance.</p>
<p>Policy Statement(s)</p>	<p>Darebin City Council recognises that members of the public have the right to complain about the behaviour of its elected representatives and is committed to a Councillor complaint handling system that reflects the needs, expectations and rights of members of the community and accords all parties natural justice.</p> <p>In doing this, the Council will recognise, promote and protect the rights of residents to comment and complain; and to have access to a system for resolving Councillor complaints which is fair, easily accessible and efficient.</p>
<p>Responsibilities</p>	<p>In performing their role as a member of Council staff, officers must:</p> <ul style="list-style-type: none"> • record and escalate all complaints about a Councillor. • report any concerns relating to Councillor misconduct to their General Manager or the CEO. <p>The General Manager or the CEO must:</p> <ul style="list-style-type: none"> • provide the complaint to the Head of Governance and Risk once advised of the Complaint. <p>The Head of Governance and Risk must:</p> <ul style="list-style-type: none"> • ensure an assessment by the Councillor Conduct Officer. If the complaint is about the Mayor or the Mayor is conflicted or on approved leave of absence the matter will be referred to the Deputy Mayor. • send the complaint immediately to the IBAC if it constitutes a Public Interest Disclosure. • ensure that if the complaint alleges a crime has been committed by the Councillor, the Head of Governance and Risk and/or the CEO must support the complainant to take the complaint to the Police for investigation.

August 2023



	<p>The appointed Councillor Conduct Officer must:</p> <ul style="list-style-type: none"> provide support to assess the nature of the complaint and information provided to determine if the complaint aligns to a breach of the standards of conduct outlined in the <i>Local Government Act 2020</i> to warrant immediate submission to the Principal Councillor Conduct Registrar by the Mayor and Deputy Mayor. <p>The Chief Executive Officer (or delegate) must:</p> <ul style="list-style-type: none"> Assist the Mayor (or Deputy Mayor) to undertake the Initial Assessment of Complaints. Offer advice to the subject of a complaint on record keeping, the complaint handling process and their rights and responsibilities. Support the internal investigation process, as requested. <p>The Mayor (or Deputy Mayor) must:</p> <ul style="list-style-type: none"> Manage the complaint resolution impartially, transparently, fairly, and with confidentiality. Liaise with the Chief Executive Officer (or delegate) and Head of Governance and Risk as required. <p>The Mayor and Deputy Mayor must:</p> <ul style="list-style-type: none"> Submit the complaint to the Principal Councillor Conduct Registrar, where the preliminary assessment of the appointed Councillor Conduct Officer is that the nature of the complaint constitutes ‘misconduct’ or ‘serious misconduct’ by a Councillor or Councillors and direction is provided to do so. <p>The previous Mayor must:</p> <ul style="list-style-type: none"> Fulfill the role of the Mayor in this process if both the Mayor and Deputy Mayor are subject to the complaint. 								
<p>How to make a complaint</p>	<p>A person can make a complaint (written or verbal) in several ways either by telephone, email or face-to-face interaction.</p> <table border="0"> <tr> <td style="vertical-align: top;">Mail</td> <td>Darebin City Council PO Box 91 Preston Vic 3072</td> </tr> <tr> <td style="vertical-align: top;">Telephone</td> <td>03 8470 888</td> </tr> <tr> <td style="vertical-align: top;">Multilingual phone line</td> <td>03 8470 8470 Residents can call the Multilingual Telephone Line and mention their preferred language and be connected to a Language Aide or an interpreter</td> </tr> <tr> <td style="vertical-align: top;">In Person</td> <td>Main office Municipal Offices 274 Gower Street, Preston 8.30am – 5pm</td> </tr> </table>	Mail	Darebin City Council PO Box 91 Preston Vic 3072	Telephone	03 8470 888	Multilingual phone line	03 8470 8470 Residents can call the Multilingual Telephone Line and mention their preferred language and be connected to a Language Aide or an interpreter	In Person	Main office Municipal Offices 274 Gower Street, Preston 8.30am – 5pm
Mail	Darebin City Council PO Box 91 Preston Vic 3072								
Telephone	03 8470 888								
Multilingual phone line	03 8470 8470 Residents can call the Multilingual Telephone Line and mention their preferred language and be connected to a Language Aide or an interpreter								
In Person	Main office Municipal Offices 274 Gower Street, Preston 8.30am – 5pm								

August 2023



	<p>Northcote Customer Service Centre 32-38 Separation Street, Northcote 10am – 5pm</p> <p>Reservoir Community & Learning Centre 23 Edwardes Street, Reservoir 10am – 5pm</p> <p>Email mayor@darebin.vic.gov.au or If the complaint relates to the Mayor ceoffice@darebin.vic.gov.au or pidcoordinator@darebin.vic.gov.au</p>
<p>Who can make a complaint</p>	<ul style="list-style-type: none"> Any member of the public, community groups or advisory groups who has been affected by the behaviour of a Councillor or group of Councillors can make a Complaint. For the purpose of this policy, members of Advisory Committees are considered to be members of the public and not employees, even if they are remunerated for their role. City of Darebin employees cannot make a complaint under this policy. They must raise their complaint with their General Manager or Council's Public Interest Disclosure Coordinator. Complaints will be received in the format that is most appropriate and comfortable for the complainant. Complaints can be made through multiple channels, and outside business hours. Anonymous complaints will not be accepted. Complainants who wish to have their identity protected are entitled to lodge a Complaint through Council's Public Interest Disclosure Coordinator via pidcoordinator@darebin.vic.gov.au. If required, an interpreter will be provided to facilitate lodging a complaint. A complainant may use an advocate or authorised personal representative to progress their complaint provided the authorisation is in writing.
<p>Complaint handling procedure</p>	<p>Darebin takes a four-tiered approach to complaint handling, as follows:</p> <ol style="list-style-type: none"> Receive and clarify the complaint Initial assessment and actions Investigation <ol style="list-style-type: none"> Internal investigation Internal arbitration Councillor Conduct Panel

August 2023



	<p>4. Review</p> <ol style="list-style-type: none"> a. Internal review b. VCAT <p>The Template File Note, at Attachment Two, provides a convenient resource to record the complaint, the assessment and the internal investigation, as well as a checklist for required actions at each step.</p>
<p>Receiving a complaint</p>	<p>The Mayor or CEO or Head of Governance and Risk may be the first point of contact in receiving a complaint about a Councillor from a community member.</p> <p>All complaints about a councillor must be referred immediately to the Head of Governance and Risk.</p> <p>The Head of Governance and Risk will receive, clarify, and record a complaint and capture:</p> <ul style="list-style-type: none"> • The complainant’s details including contact details (if provided) • How the complaint was received • A description of the complaint (i.e. date, location) • The complainants desired outcome (if known) <p>All information gathered must be uploaded in Objective with appropriate security levels.</p> <p>Complainants must receive an acknowledgement of the complaint details, in writing, within ten (10) working days. Where a complaint has been received via email to the Mayor or CEO email, the EA to the Mayor and Councillors or the EA to the CEO must acknowledge the complaint, in writing, within ten (10) working days, and then immediately refer it to the Head of Governance and Risk.</p> <p>All complaints about Councillors lodged within the Customer Request Pathway system must be allocated to the Head of Governance and Risk.</p>
<p>Initial assessment and actions</p>	<p>The Head of Governance and Risk must undertake a preliminary check to determine:</p> <ol style="list-style-type: none"> 1. The complaint meets the definition of a complaint (as opposed to a service request etc.) 2. If the complaint is directly related to acceptable speech/debate by a Councillor in the Chamber (informed by relevant Arbiter determinations and statement of reasons) 3. If there is sufficient information provided to proceed. If there is insufficient information, the Complainant will be contacted to provide additional information. 4. If the matter should be referred or reported to an external body i.e. Local Government Inspectorate, Ombudsman, IBAC or Victoria Police 5. If the Complaint should be dealt with as a Public Interest Disclosure <p>Should the complaint not fall within points 4 or 5 above, the Head of Governance and Risk will then forward the complaint and outcome of the preliminary assessment for assessment to the appointed Councillor Conduct Officer (CCO) to assess if the complaint is of the nature that it constitutes ‘misconduct’ or ‘serious misconduct’ by a Councillor or Councillors and should be submitted to the Principal Councillor Conduct Registrar (PCCR).</p>

August 2023



	<p>The complaint will then be forwarded for assessment, accompanied by recommendation (or direction if the CCO determines it should be submitted to the PCCR):</p> <ol style="list-style-type: none"> 1. The Mayor, in consultation with the Chief Executive Officer; or 2. The Deputy Mayor, in consultation with the Chief Executive Officer, if the complaint is about the Mayor. 3. Where a complaint is assessed as constituting Misconduct or Serious Misconduct by the Councillor Conduct Officer, the complaint will be provided to both the Mayor and Deputy Mayor (unless the complaint is about the Mayor or Deputy Mayor.). In the event that the complaint is about both the Mayor and Deputy Mayor, the complaint will be referred to the most recent previous Mayor. <p>The initial assessment must determine and document:</p> <ol style="list-style-type: none"> 1. If the complaint is deemed frivolous, vexatious, misconceived or lacking in substance; 2. If the complaint should be referred by the complainant for external investigation (refer Attachment 3); 3. If the complaint may be dealt with formally; 4. If the complaint should proceed to internal investigation; 5. If, in the opinion of the Mayor and Chief Executive Officer, there is sufficient information provided that may amount to a breach of Councillor Code of Conduct and the Act of: <ol style="list-style-type: none"> a. Misconduct – the investigation may be escalated directly to the Internal Arbitration Process as per section 141 of the Act. b. Serious misconduct – the investigation may be escalated directly to the Councillor Conduct Panel as per section 154 of the Act. <p>In addition to the initial assessment the:</p> <ol style="list-style-type: none"> 1. Mayor must notify the subject of the complaint that a complaint has been made against them without going into detail or releasing the name of the complainant. 2. The Chief Executive Officer and/or Head of Governance and Risk must offer the subject of complaint advice in relation to record keeping, the complaint handling process and their rights and responsibilities
<p>Investigation</p>	<p>Internal Investigation</p> <ul style="list-style-type: none"> • The current Mayor and Deputy Mayor* with the support of the Chief Executive Officer, or if required an external party appointed by the Chief Executive Officer, will investigate the complaint. • The outcome of the internal investigation will be provided in writing to the complainant, including advice on how to escalate the complaint for further review. • Complainants must receive notice of the outcome, in writing, within twenty (20) working days. • The Councillor(s) who is the subject of the complaint will be afforded the opportunity to respond prior to the Mayor and Deputy Mayor providing the outcome of their internal review to relevant parties.

August 2023



	<p>*Where the complaint relates to the current Mayor or Deputy Mayor the immediate former Mayor or Deputy Mayor will replace the Mayor or Deputy Mayor for that particular investigation.</p> <p>Internal Arbitration – alleged misconduct</p> <ul style="list-style-type: none"> At any stage in the complaint handling process the complaint may be elevated to the Internal Arbitration Process by the Council following a resolution of the Council or by a Councillor or group of Councillors within three (3) months of the alleged misconduct occurring, and in accordance with the application process outlined in section 143 of the Act. Where there is a prima facie case of alleged misconduct Council delegates the Mayor to make an automatic referral to an Arbitrator (in the case of alleged misconduct). <p>Councillor Conduct Panel – alleged serious misconduct</p> <ul style="list-style-type: none"> At any stage in the complaint handling process the Complaint may be elevated to the Councillor Conduct Panel by the Council following a resolution of the Council or by a Councillor or group of Councillors within twelve (12) months of the alleged misconduct occurring, and in accordance with the application process outlined in section 154 of the Act. Where there is a prima facie case of alleged misconduct Council delegates the Mayor to make an automatic referral to an Arbitrator (in the case of alleged misconduct) or a Conduct Panel (in the case of alleged serious misconduct).
<p>Review</p>	<p>Internal Review of Investigation Outcome</p> <ul style="list-style-type: none"> An internal review of the Internal Investigation may be requested by a person who is affected by the decision. The internal review will be undertaken by the Head of Governance and Risk in consultation with the General Manager Governance and Engagement. The internal review must be completed, and all affected parties notified within a further twenty 20 working days. <p>Internal Review of Investigation Timelines</p> <ul style="list-style-type: none"> If the complaint is not resolved in twenty (20) working days, it will be subject to a review. The internal review will be undertaken by the Councillor Conduct Officer. The internal review must be completed, and all affected parties notified within a further five (5) working days advising in writing: <ul style="list-style-type: none"> How and when the internal investigation will be completed Why the internal investigation was not completed within the twenty (20) working days. <p>Councillor Conduct Panel Review</p> <ul style="list-style-type: none"> Under s170 of the Act a person who is affected by the decision made by a Councillor Conduct Panel may apply to VCAT for a review of the decision.



<p>Confidentiality & Fairness</p>	<p>Councillor(s) who are subject of a complaint:</p> <ol style="list-style-type: none"> 1. Will be notified by Mayor upon receipt of the Complaint. 2. Will be offered advice from the Chief Executive Officer and/or Head of Governance and Risk in relation to record keeping, the complaint handling process and their rights and responsibilities. 3. Will be afforded the opportunity to respond to the Complaint prior to the Mayor and Deputy Mayor providing the outcome of their internal review to relevant parties. 4. Will be advised of the outcome of the Complaint in writing. The letter will detail: <ol style="list-style-type: none"> a. If the complaint was upheld, partly upheld or not upheld b. What recommendations the internal review made for the Councillor(s) to act on c. If the Complaint has been escalated to an external review <p>All complaints received about Councillors will be kept confidential.</p>
<p>Transparency & Fairness</p>	<ul style="list-style-type: none"> • When gathering information to respond to a complaint, Darebin will only: • Use it to deal with the complaint or to address issues arising from the complaint • Disclose it in a de-identified format when disclosing data to the public • Share it with council staff on a need to know basis • Complainants will, within ten (10) working days of receipt of the complaint, receive an acknowledgement in writing confirming: <ul style="list-style-type: none"> • How the complaint was received • A description of the complaint (i.e. date, location)* • The complainants desired outcome (if known) • That Darebin will aim to resolve the complaint within twenty (20) working days • Who to contact in relation to their complaint • The review process that will occur if the complaint is not resolved within twenty (20) working days • *In the instance of a complaint not being assessed as a complaint against a Councillor how the Council will respond to the matter. • Once the internal investigation process has been completed the Complainant will receive an outcome letter in writing confirming: <ul style="list-style-type: none"> • If the complaint was upheld, partly upheld or not upheld • Any changes to services, policy and/or procedures as a result of the Complaint • If the Complaint has been escalated • What recommendations the internal investigation made that the Councillor(s) must act on

August 2023



	<ul style="list-style-type: none"> • How the Complainant can escalate their Complaint if they are unhappy with the outcome of their complaint. • If the complaint is not resolved within twenty (20) working days, it will be subject to a review in accordance with the Internal Review of Investigation Timeliness listed within the Review section above.
<p>Record Keeping</p>	<p>All complaints received about Councillors will be kept confidential.</p> <p>When gathering information to respond to a complaint, Darebin will only:</p> <ul style="list-style-type: none"> • Use it to deal with the complaint or to address issues arising from the complaint • Disclose it in a de-identified format when disclosing data to the public • Share it with council staff on a need-to-know basis <p>The complaint records must be captured in:</p> <ul style="list-style-type: none"> • The document management system Objective
<p>Reporting</p>	<p>The following performance indicators will be reported on the monitor and evaluate our complaint handling processes:</p> <ul style="list-style-type: none"> • Quantity of Complaints received • Proportion of Complaints: <ul style="list-style-type: none"> (a) At Preliminary Check <ul style="list-style-type: none"> i. Do not proceed due to insufficient information ii. Do not proceed due to reclassification iii. Proceed (b) At Initial Assessment: <ul style="list-style-type: none"> i. Do not proceed due to frivolous, vexatious, misconceived or lacking in substance determination ii. Are dealt with informally iii. Proceed to internal investigation iv. Proceed under Misconduct provisions of the Act v. Proceed under Serious Misconduct provisions of the Act (c) At Internal Investigation <ul style="list-style-type: none"> i. Are upheld, partially upheld, not upheld (d) At Internal Review <ul style="list-style-type: none"> i. Referred for outcome or lateness ii. Overturned or sustained <p>Average and individual response times for acknowledgement, investigation outcome and internal review</p> <p>Details of charges made to services, policy and or processes</p>

August 2023



Attachments	<ul style="list-style-type: none"> • Attachment 1 – Definition Misconduct and Serious Misconduct from the Act • Attachment 2 – Template File Note • Attachment 3 – External Investigation Organisations <p>Attachment 1 - Definitions from the Act</p> <p>Misconduct by a Councillor means any breach by a Councillor of the prescribed standards of conduct included in the Councillor Code of Conduct.</p> <p>Serious misconduct by a Councillor means any of the following:</p> <ol style="list-style-type: none"> a) the failure by a Councillor to comply with the Council's internal arbitration process; b) the failure by a Councillor to comply with a direction given to the Councillor by an arbiter under section 147; c) the failure of a Councillor to attend a Councillor Conduct Panel hearing in respect of that Councillor; d) the failure of a Councillor to comply with a direction of a Councillor Conduct Panel; e) continued or repeated misconduct by a Councillor after a finding of misconduct has already been made in respect of the Councillor by an arbiter or by a Councillor Conduct Panel under section 167(1)(b); f) bullying by a Councillor of another Councillor or a member of Council staff; g) conduct by a Councillor that is conduct of the type that is sexual harassment of a Councillor or a member of Council staff; h) the disclosure by a Councillor of information the Councillor knows, or should reasonably know, is confidential information; i) conduct by a Councillor that contravenes the requirement that a Councillor must not direct, or seek to direct, a member of Council staff; j) the failure by a Councillor to disclose a conflict of interest and to exclude themselves from the decision-making process when required to do so in accordance with this Act. <p>Attachment 2</p> <p>Template File Note</p> <p>Attachment 3 – External Investigation Organisations</p> <p>Independent Broad-Based Anti-Corruption Commission (IBAC)</p> <p>IBAC accepts complaints about suspected corruption and misconduct including:</p> <ul style="list-style-type: none"> • taking or offering bribes • using a position of influence dishonestly • committing fraud or theft
--------------------	--

August 2023



	<ul style="list-style-type: none"> • misusing information or material acquired from the work place • conspiring or attempting to engage in the above corrupt activity <p>IBAC does not handle complaints about:</p> <ul style="list-style-type: none"> • issues from other States or Territories or Federal matters • matters in the private sector, unless it relates to a Victorian public sector employee • rudeness or poor customer service <p>www.ibac.vic.gov.au/report or 1300 735 135</p> <p>Local Government Inspectorate</p> <p>The Inspectorate accepts complaints about council operations and potential breaches of the Local Government Act, including:</p> <ul style="list-style-type: none"> • misuse of position • conflict of interest • disclosure of confidential information • electoral offences <p>The Inspectorate does not investigate complaints relating to councils' decisions or democratic processes, unless there is a breach of the Act. It does not look at services issues such as bins not being collected, rate charges being too high or parking infringements.</p> <p>www.vic.gov.au/lgi/complaints or 1800 469 359</p> <p>Victorian Ombudsman</p> <p>The Ombudsman investigates the actions, decisions or conduct of public sector organisations and their staff. It also looks at whether a public sector organisation has acted in accordance with the <i>Charter of Human Rights and Responsibilities Act 2006</i>.</p> <p>The Ombudsman will generally not become involved in a complaint when:</p> <ul style="list-style-type: none"> • you have not yet attempted to resolve it with the organisation directly • the matter may be decided by a court or tribunal • the complaint is more than 12 months old <p>www.ombudsman.vic.gov.au/complaints or (03) 9613 6222</p>
<p>Breach of Policy</p>	<p>Breaches of policies are treated seriously. Any concerns about non-compliance should be reported immediately to the owner of this policy.</p>



GOVERNANCE

Parent Strategy/ Plan	Customer Experience Strategy
Related Documents	The following documents are related to this Policy: <ul style="list-style-type: none"> • Councillor Code of Conduct • Employee Code of Conduct • Complaint Handling Policy
Supporting Procedures and Guidelines	Victorian Ombudsman: Councils and complaints – A good practice guide 2 nd edition
Legislation/ Regulation	<ul style="list-style-type: none"> • Local Government Act 2020 (Vic) • Human Rights Compatibility <p>The implications of this policy have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.</p>
Author	Head of Governance and Risk
Policy Owner/ Sponsor	General Manager Governance & Engagement
Date Effective	i.e. Date adopted by Council
Review Date	The policy will be reviewed within 12 months of each municipal election.
Version Number	0.2
Document ID	A6497292
Content enquiries	Head of Governance and Risk

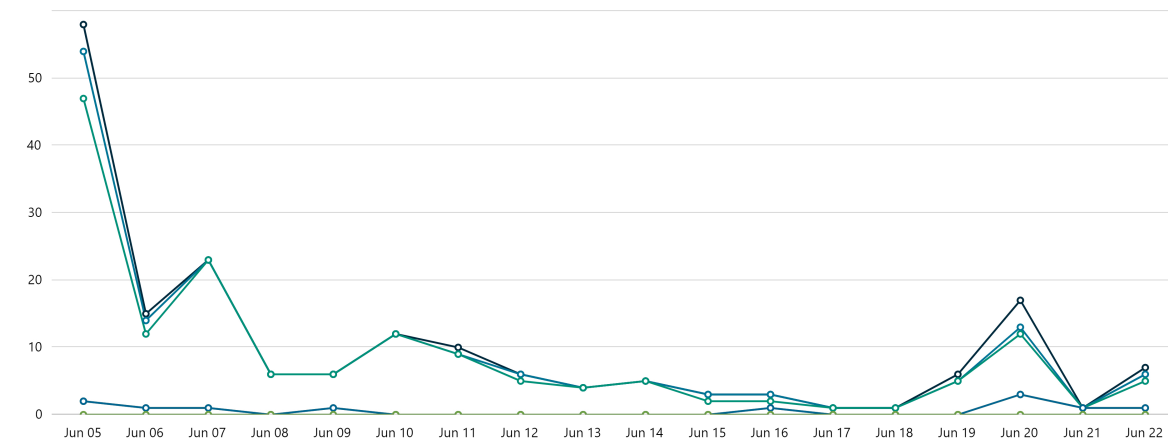
August 2023

Your Say Darebin

Report Type: Project
 Project Name: Draft Community Complaints about a Councillor Policy
 Date Range: 05-06-2023 - 22-06-2023
 Exported: 23-06-2023 12:33:10

Performance Summary

Information regarding key visitation and utilisation metrics for your Site or projects.



184
Views

172
Visits

140
Visitors

11
Contributions

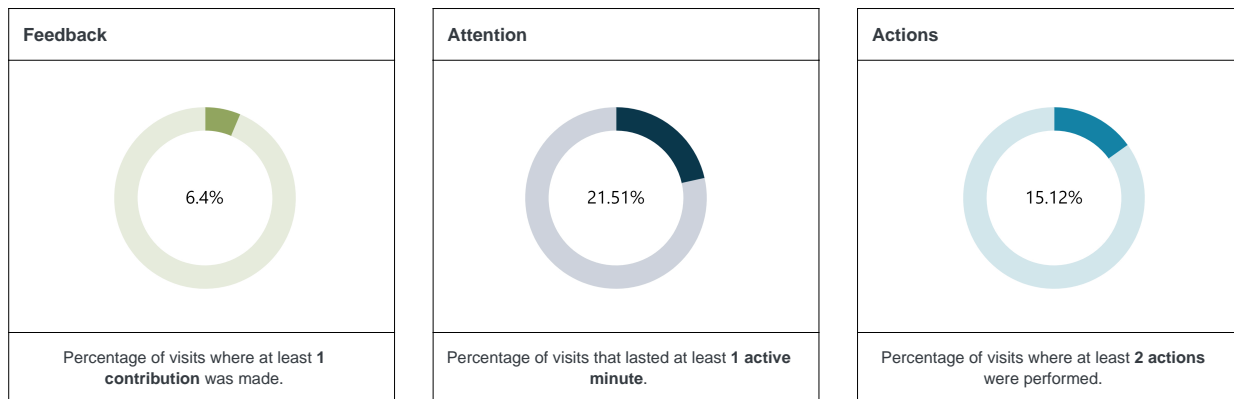
11
Contributors

0
Followers

Views - The number of times a Visitor views any page on a Site.
Visits - The number of end-user sessions associated with a single Visitor.
Visitors - The number of unique public or end-users to a Site. A Visitor is only counted once, even if they visit a Site several times in one day.
Contributions - The total number of responses or feedback collected through the participation tools.
Contributors - The unique number of Visitors who have left feedback or Contributions on a Site through the participation tools.
Followers - The number of Visitors who have 'subscribed' to a project using the 'Follow' button.


Conversions


Information regarding how well your engagement websites converted Visitors to perform defined key actions.



Participation

Information regarding how people have participated in your projects and activities.

Contributions by Activity			
Contributions by Activity is a breakdown of contributions across each tool			
Activity	Contributions		%
 Form	11	<div style="width: 100%;"></div>	100%

Top Activities			
Top Activities is the top 5 tools that received the highest contributions			
Activity	Page Name	Contributions	Contributors
 Form	Draft Community Complaints about a Councillor Policy	11	11

Projects

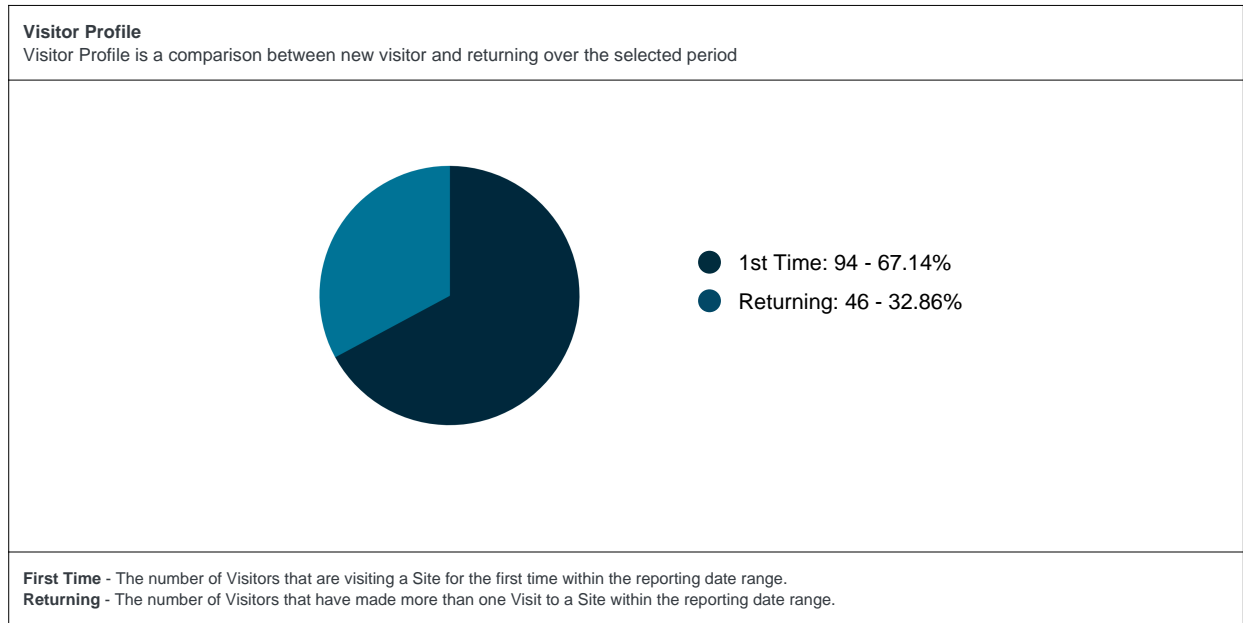
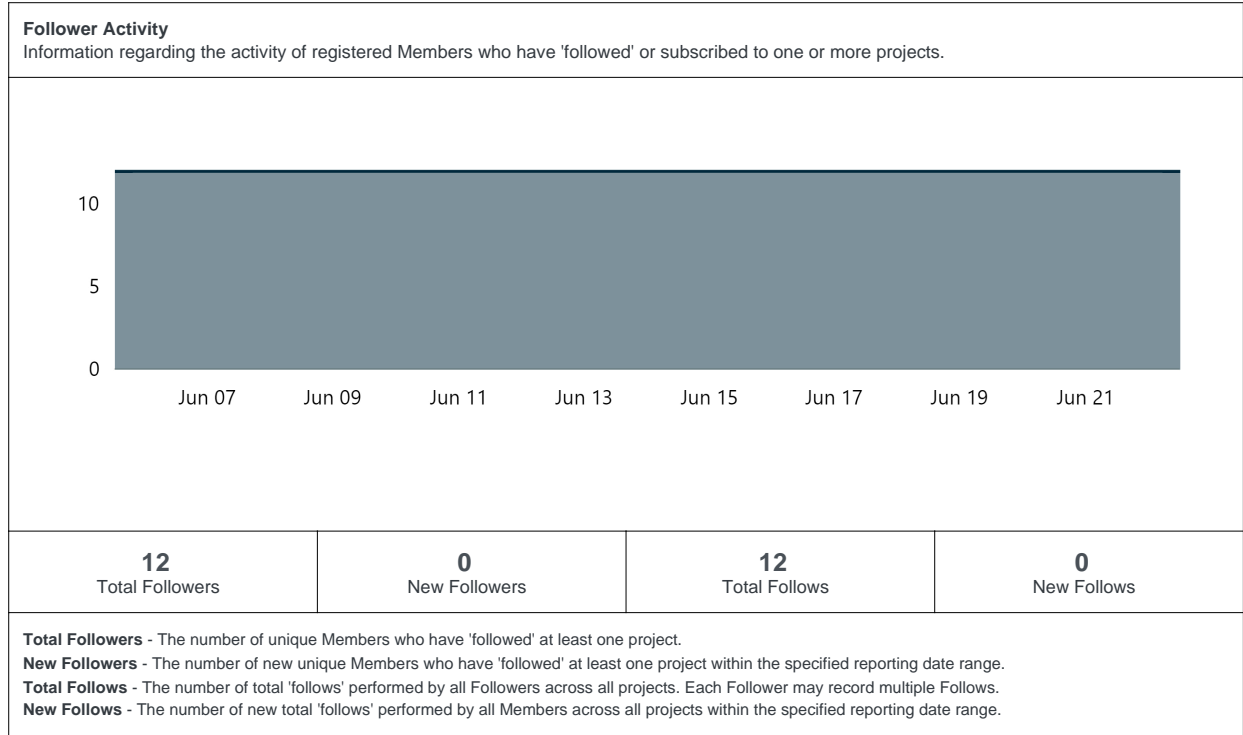
The current number and status of your Site's projects (e.g. engagement websites)

Engagement Time		
0 Days	3 Hours	5 Minutes
Jun 5th 2023 Peak Visitation Date	Monday Peak Visitation Day	

Top Visited Pages			
Summary information for the top five most visited Pages.			
Page Name	Visitation %	Visits	Visitors
Draft Community Complaints about a Councillor Policy	100%	172	140

People

Information regarding who has participated in your projects and activities.

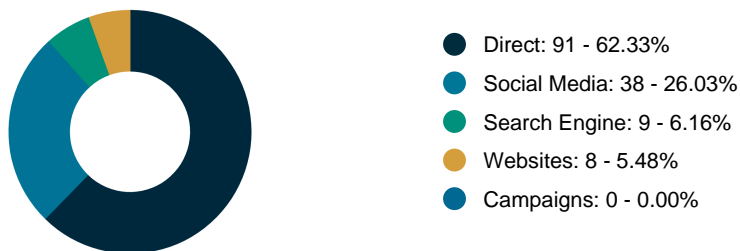


Acquisition

Information regarding the method by which Visitors arrived to your Site or projects.

Referral Types

Referral traffic is the segment of traffic that arrives on your website through another source, like through a link on another domain.



Direct - Visitors who have arrived at a Site by entering the exact web address or URL of the page.

Search Engine - Visitors who have arrived at a Site via a search engine. Such as Google, Yahoo, etc.

Websites - Visitors who have arrived at the Site after clicking a link located on an external website.

Social Media - Visitors who have arrived at a Site by clicking a link from a known social media site such as Facebook, Twitter, LinkedIn, etc.

Campaigns - Visitors who have arrived through a campaign (using a UTM). See your email campaign report for more details on campaigns sent from this platform.

Downloads




Information regarding your downloads, the total set of unique documents downloaded, total downloads of all files, and your top downloads.

 <p>1 Total Documents</p>	 <p>13 Total Downloads</p>
---	--

Top Downloads		
Top file downloads in your selection, ordered by the number of downloads.		
File Title	File Type	Downloads
Community Complaints about Councillors Draft Policy.pdf	PDF	13

Email Campaigns

Information regarding your email campaigns, your total campaigns, the total number of recipients, and your top campaigns by click-through rate (clicks as a percentage of total recipients).

 <p>0 Email Campaigns Sent</p>	 <p>0 Total Recipients</p>	 <p>0% Click-through Rate</p>
--	--	---

No Data Available

Your Say Darebin

Report Type: Form Results Summary
Date Range: 05-06-2023 - 22-06-2023
Exported: 23-06-2023 12:18:39

Open

Draft Community Complaints about a Councillor Policy survey
[Draft Community Complaints about a Councillor Policy](#)

11
Contributors

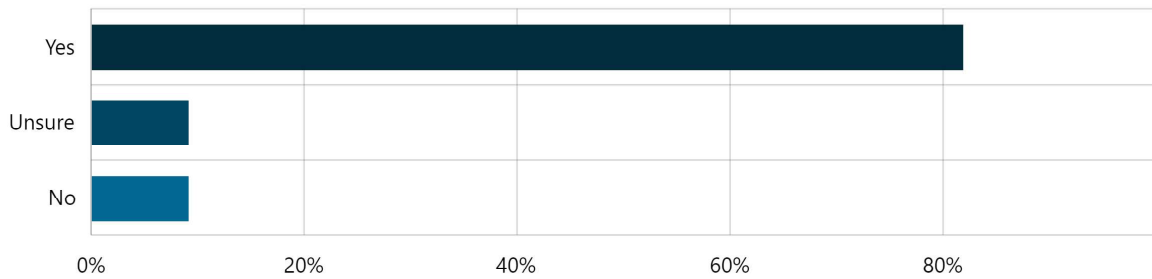
11
Contributions

Contribution Summary

1. Does this draft Policy provide enough information for you to know how to make a complaint about a Councillor?

Required

Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Yes	81.82%	9
Unsure	9.09%	1
No	9.09%	1
Total	100.00%	11

2. What other information or support do you think you would need? Required

Long Text | Skipped: 9 | Answered: 2 (18.2%)

Sentiment

No sentiment data

Tags

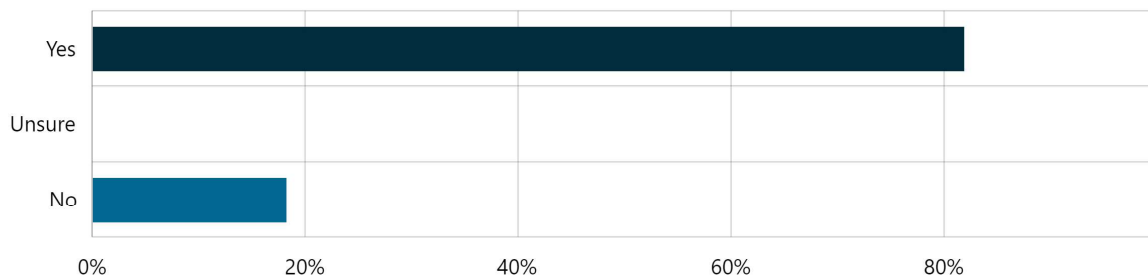
No tag data

Featured Contributions

No featured contributions

3. Does this draft Policy provide enough information for you to understand how a complaint about a Councillor will be processed? Required

Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Yes	81.82%	9
Unsure	0%	0
No	18.18%	2
Total	100.00%	11

4. What other information should this Policy should provide for you to understand how a complaint about a Councillor will be processed? Required

Long Text | Skipped: 9 | Answered: 2 (18.2%)

Sentiment

No sentiment data

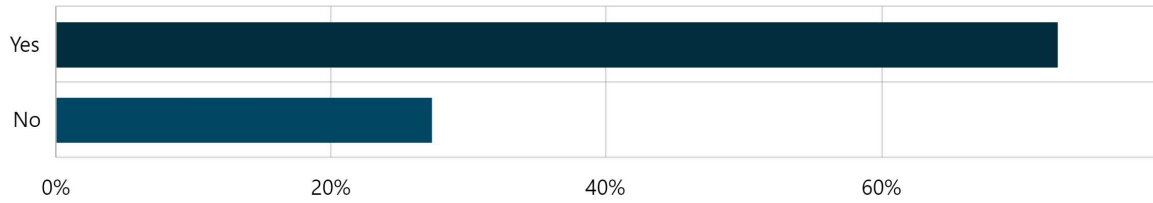
Tags

No tag data

Featured Contributions

No featured contributions

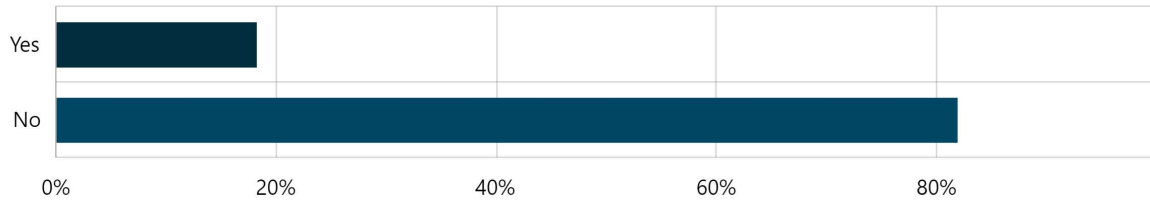
5. Do you think that we should also provide an online form for making complaints about Councillors? Required
 Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Yes	72.73%	8
No	27.27%	3
Total	100.00%	11

6. Do you think we need to provide any other ways of making a complaint? Required

Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Yes	18.18%	2
No	81.82%	9
Total	100.00%	11

7. What other way(s) of making a complaint do you suggest? Required
Short Text | Skipped: 9 | Answered: 2 (18.2%)

Sentiment

No sentiment data

Tags

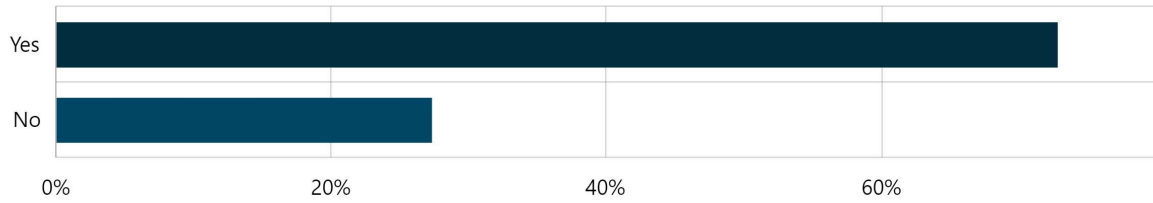
No tag data

Featured Contributions

No featured contributions

8. Do you think it is an appropriate amount of time? Required

Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Yes	72.73%	8
No	27.27%	3
Total	100.00%	11

9. What timeframe do you think is appropriate? Required

Short Text | Skipped: 8 | Answered: 3 (27.3%)

Sentiment

No sentiment data

Tags

No tag data

Featured Contributions

No featured contributions

10. If you have any other feedback about the draft policy, please share it below. Required
Long Text | Skipped: 4 | Answered: 7 (63.6%)

Sentiment

No sentiment data

Tags

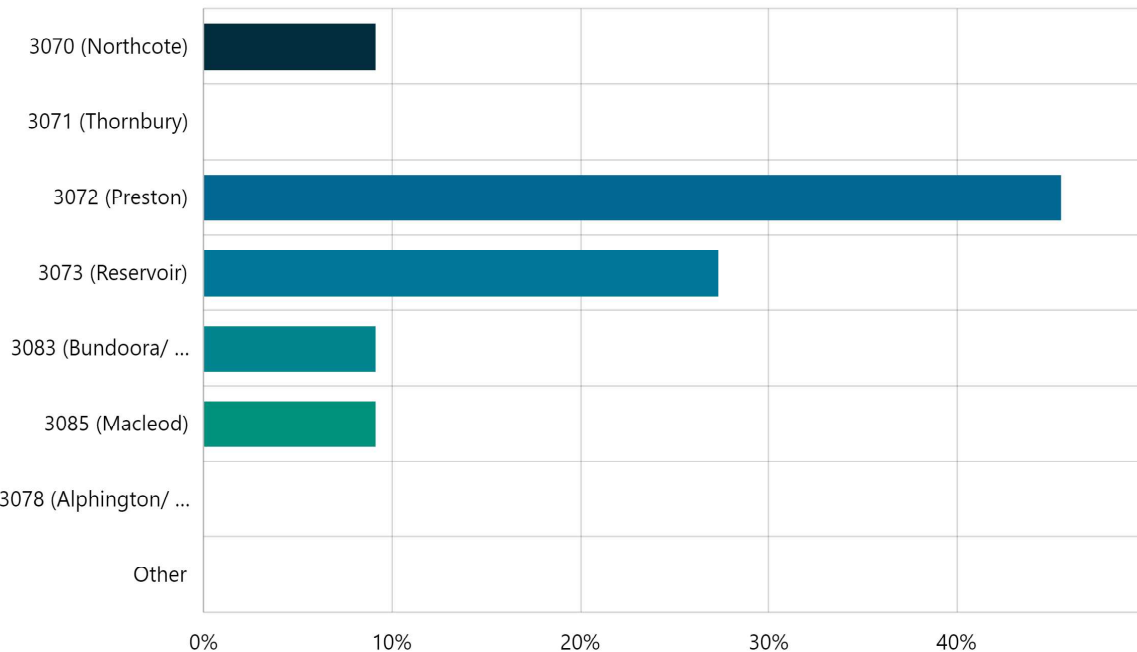
No tag data

Featured Contributions

No featured contributions

11. What is your postcode? Required

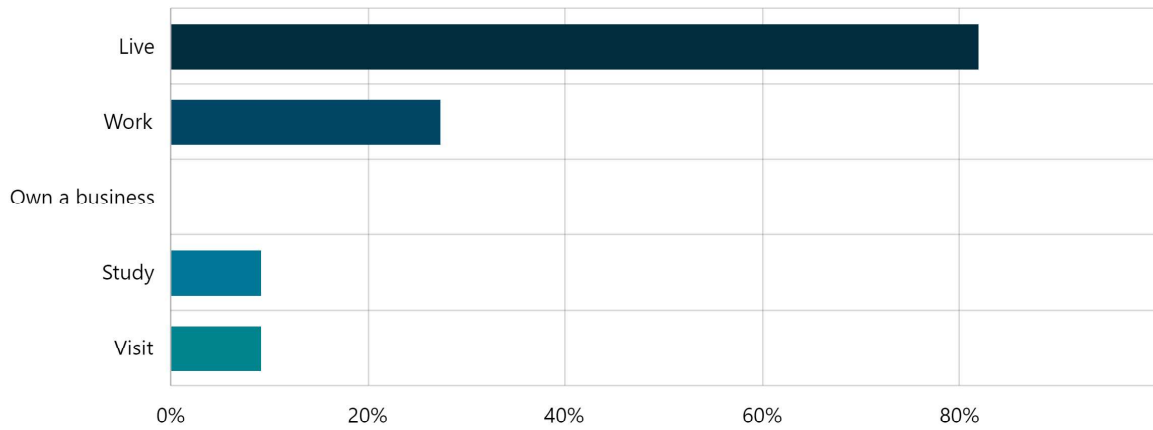
Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
3070 (Northcote)	9.09%	1
3071 (Thornbury)	0%	0
3072 (Preston)	45.45%	5
3073 (Reservoir)	27.27%	3
3083 (Bundoora/ Kingsbury)	9.09%	1
3085 (Macleod)	9.09%	1
3078 (Alphington/ Fairfield)	0%	0
Other	0%	0
Total	100.00%	11

12. What is your connection to Darebin? Required

Multi Choice | Skipped: 0 | Answered: 11 (100%)



Answer choices	Percent	Count
Live	81.82%	9
Work	27.27%	3
Own a business	0%	0
Study	9.09%	1
Visit	9.09%	1

13. Name

Short Text | Skipped: 6 | Answered: 5 (45.5%)

Sentiment

No sentiment data

Tags

No tag data

Featured Contributions

No featured contributions

Points about the draft Community Complaints about Councillor policy

1. This policy provides information about how community members can make a complaint about behaviour of a councillor or group of councillors.

Policy is a document that provides Council with a structured way to respond to different issues and make decisions about these issues.

2. This policy is not about how to make complaints about Council services.

There are different policies that help community members learn how to raise issues about services they receive from Council.

3. Darebin City Council (we) are required by law (noted in the Local Government Act 2020 (Vic)) to have this policy.

4. We accept that members of the public have the right to complain about behaviour of Councillors. We deal with all complaints in just and fair way.

5. Any community member can make a complaint, but complaints cannot be anonymous.

When a community member makes a complaint they will need to provide their name and contact details for us to examine the complaint.

6. Community members can make a complaint (in writing or verbally) in several ways via:

- Mail
- Telephone
- Multilingual phone line
- In Person
- Email.

7. The Manager of Corporate Governance reviews all complaints against Councillors.

This means that the Manager of Corporate Governance checks all complaints to make sure there is enough information to investigate/look into the complaint. They will check whether issue raised:

- is truly a complaint (meets the definition of a complaint)
- is related to Councillor's speech or debate that took place in the Council Chamber and
- should be investigated internally or externally by other organisations.

8. After the review, the Manager of Corporate Governance passes the complaint for assessment and investigation to the Mayor. The Mayor will do this with the help of the Chief Executive Officer.

9. If the complaint is about the Mayor, it is assessed and investigated by The Deputy Mayor with the help of the Chief Executive Officer.

10. Some complaints may need to be referred to external organisations such as Local Government Inspectorate, Ombudsman, IBAC or Victoria Police.

These organisations deal with deal with complaints about misusing Councillor's position, conflict of interest, taking bribes, corruption, theft or the complaint has not been addressed directly.

11. Once the complaint has been investigated by Council, we will send the person who made the complaint information about the outcome in writing. This has to happen within 20 days of Council getting the complaint.

12. Any person who is affected by the outcome of the investigation of the complaint can ask for an internal review by Council.

13. The Manager of Corporate Governance will do this review with the help of the General Manager Governance and Engagement.

14. The review has to finish within 20 days and the results have to be sent in writing to all people involved.

**9.2 2022-23 Q4 PERFORMANCE REPORT (NON-FINANCIAL)
ENDING 30 JUNE 2023**

Author: Coordinator Corporate Strategy
Coordinator Risk & Improvement

Reviewed By: Acting Manager Governance & Engagement

EXECUTIVE SUMMARY

Council is required by the *Local Government Act 2020* (the Act) to prepare a Council Plan containing the strategic objectives of Council, strategies for achieving those objectives, and indicators to monitor the achievements of those objectives.

The 2022-23 Quarter Four (Q4) (April – June 23) Performance Report includes progress of the Council Plan Action Plan (CPAP), Capital Works Program, Council Resolutions and Procurement (**Appendix A**). The 2022-23 Council Plan Action Plan provides an overview of Council's performance in delivering the year two actions that will contribute to the completion of the four-year strategic actions in the Council Plan 2021-25.

Overall, the Q4 results indicate that the organisation has achieved a result of 68.8% (139 of 202) actions complete in the 2022-23 Council Plan Action Plan detailed in **Appendix A**. Prior quarterly performance reports identified some risk in deliverability of the full 2022-23 Council Plan Action Plan.

A comprehensive review of the Council Plan occurred during Q3. This review was driven by a change in Council's financial position and the need to re-baseline the Council Plan. This review resulted in refocusing the Council Plan on what can realistically be delivered in the next two years, within financial constraints. This should have a positive impact on CPAP delivery in future years.

Officer Recommendation

That Council:


- (1) Endorse the 2022-23 quarter four Performance Report 2022-23 including Council Plan Action Plan Progress at **Appendix A**.
 - (2) Note the quarter four update of the Capital Works program at **Appendix A**.
 - (3) Note the quarter four update on Council Resolution and Planning Committee Resolution contained within this report.
 - (4) Note the quarter four Procurement update contained within this report.
-

BACKGROUND / KEY INFORMATION

Underpinning the 2022-23 Council Plan Action Plan is 2041 Darebin Community Vision, Council Plan 2021-25 and the four strategic directions. For 2022-23 there are a total of 202 year two actions across the four strategic directions.

The quarterly Performance Report provides an overview of Council's performance in delivering year two actions that will contribute to the completion of the four-year strategic actions in the Council Plan 2021-25.

The Q4 Council Plan Action Plan progress report reflects the end-of-year position of the actions adopted by Council on 27 June 2022.

Embedded into the Council Plan is the Municipal Public Health and Wellbeing Plan. This enables Council to meet its obligations under the *Public Health and Wellbeing Act 2008* by outlining how we will protect, promote, and improve the public health and wellbeing of our community. Strategic actions that form the health and wellbeing component are identified by a heart symbol . The 2022-23 Council Plan Action Plan has 122 health and wellbeing aligned actions, which is 60.4% of all year two actions. Health and Wellbeing actions are 74.6% complete at the end of June 2023.

Previous Council Resolution

At its meeting held on 22 May 2023, Council resolved:

'That Council:

- (1) Endorse the 2022-23 quarter three Performance Report 2022-23 including Council Plan Action Plan Progress at Appendix A.*
- (2) Note the quarter three update of the Capital Works program at Appendix A.*
- (3) Note quarter three update on Council resolutions contained within this report.*
- (4) Note the Financial Report for the nine months ended 31 March 2023, incorporating Mid-year annual forecast performance at Appendix B.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic Direction 3: Climate, Green and Sustainable

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

This report provides an overview of Q4 performance focusing on non-financial information for the year ending 30 June 2023.

DISCUSSION

Overall Performance Summary:

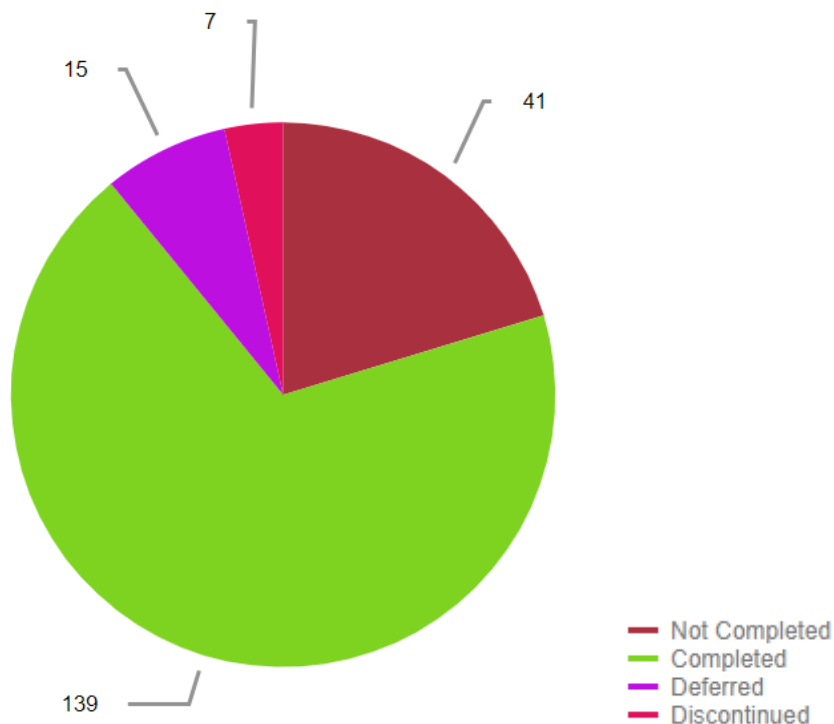
Performance measurement	Q4 summary commentary	Status
Council Plan Action Plan performance	<p>The number of completed actions is 139 of 202 or 68.8% at the end of Q4. There were 23 actions reported as Off Track in Q3 this increased to 41 Not Completed in Q4. This may suggest there was an understatement of Off-Track actions reported in Q3. Council endorsed the Deferral of 14 actions as part of the Q3 report.</p> <p>A comprehensive review of the Council Plan occurred during Q3. This review was driven by a change in Council's financial position and the need to re-baseline the Council Plan. This review resulted in significantly reducing the volume of actions and should have a positive impact on CPAP delivery in future years.</p>	<p>68.8% Completed 20.3% Not Completed 7.4% Deferred</p>
Capital Works Performance	<p>A solid majority (78.7%) of programs and projects were 'Completed' by 30 June 2023, with another 6.4% considered to be 'On track'. The remaining projects are either 'at risk' or 'On hold/ Discontinued'.</p>	<p>Majority completed / small proportion at low risk for deliverability</p>
Council Resolutions	<p>There has been an increase of 48 Council Resolutions for Q4. At year end 137 resolutions had been completed and 25 resolutions remained in progress from 2022/23 Council meetings.</p> <p><i>Note: There were a total of 33 resolutions outstanding as at 30 June 2023, with 8 in progress from previous years.</i></p>	<p>85% completed, 15% in progress</p>
Planning Committee Resolutions	<p>There has been an increase by 9 Committee Resolutions for Q4. At year end there was one resolution still in progress from 2022/23 Planning Committee meetings.</p>	<p>97% completed, 3% in progress</p>
Procurement Update	<p>The primary procurement focus is on local business improvement each year. There is a slight percentage reduction to local businesses, impacted by the NARC major project, however the actual payments significantly increased from \$12.5m \$16.5m, an improvement of \$4.0m this financial year.</p>	<p>On track</p>

Non- financial Performance:

Q4 Council Plan Action Plan Performance Update

The 2022-23 CPAP has a total of 202 yearly actions. As of the end of Q4, 30 June 2023, 68.8% (139 actions) were Completed, 20.3% (41 actions) were Not Completed, 7.4% (15 actions) were Deferred, and 3.5% (7 actions) were Discontinued. **Appendix A** provides a detailed progress update on each action and its status.

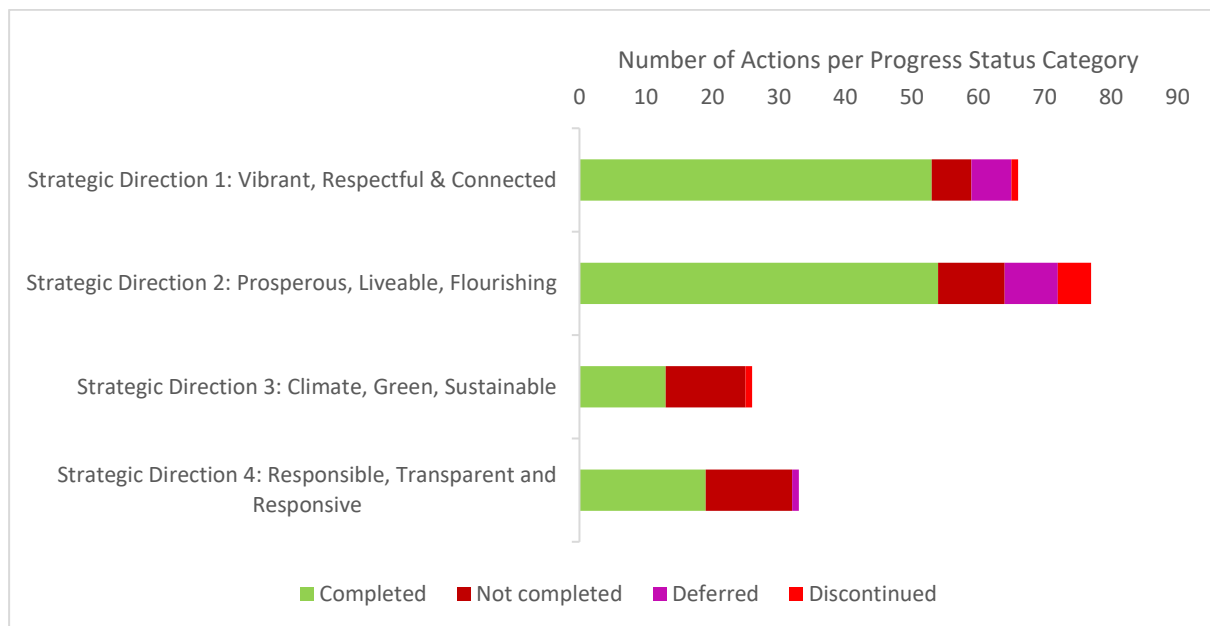
Figure one: Q4 yearly action progress for 2022-23 Council Plan Action Plan



The table below compares the CPAP action performance from Q1 to Q4.

	Q1	Q2	Q3	Q4	
				No.	%
Not Started	6	2	1	-	-
In Progress	182	172	114	-	-
Off Track	9	17	23	-	-
Completed	4	9	45	139	68.8
Not Completed	-	-	-	41	20.3
Deferred	-	-	14	15	7.4
Discontinued	1	2	5	7	3.5

Figure two: Breakdown of the Q4 status of all actions by Strategic Direction

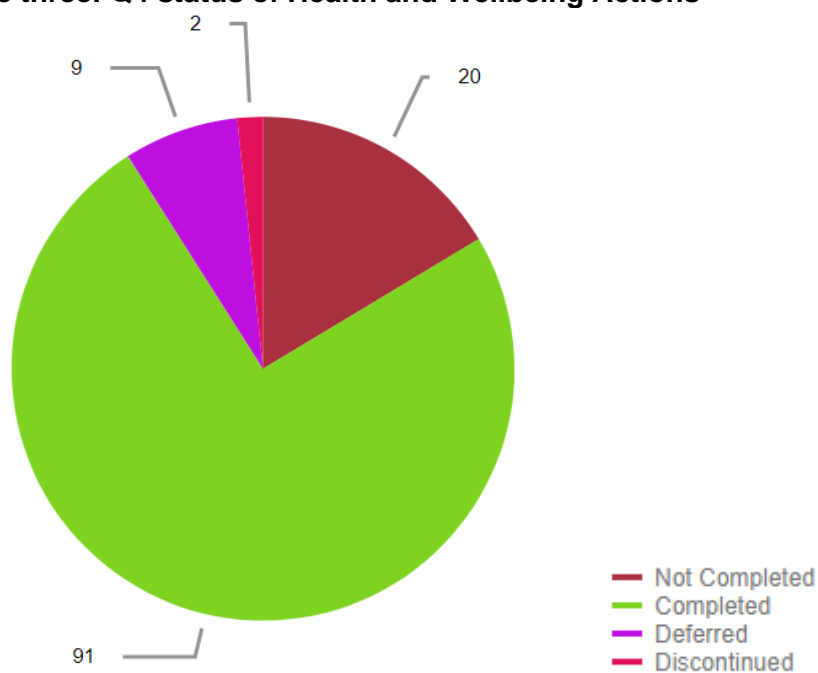


Q4 2022-23 Health and Wellbeing Actions

There are 122 Health and Wellbeing actions in the 2022-23 Council Plan Action Plan. Ninety-one (74.6%) actions have been completed. Twenty (16.4%) actions have not been completed. Delay in delivering these actions has been attributed to resourcing challenges to deliver on the projects, and challenges with engaging community members and partner organisations.

The remaining 11 actions have either been deferred (9 actions, or 7.4%) or discontinued (2 actions, or 1.6%).

Figure three: Q4 status of Health and Wellbeing Actions



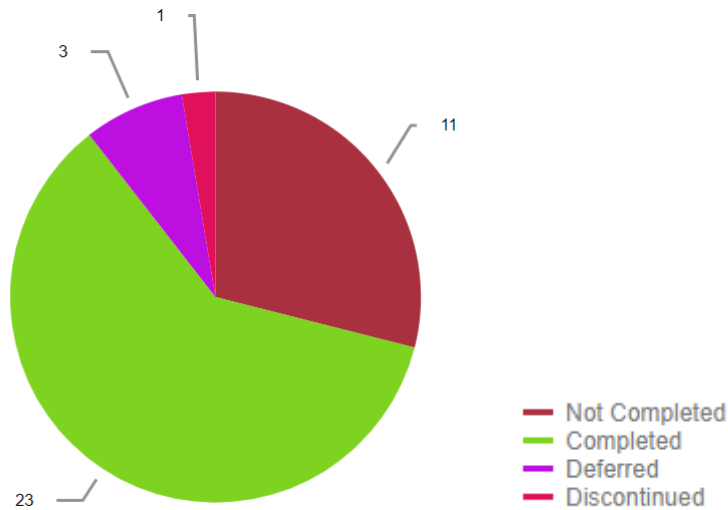
Health and Wellbeing Highlights

- Council-affiliated sports clubs supported 12,062 participants across 2022-23, which is 3% growth from last year. Of these participants 158 are all abilities, 399 from Aboriginal and/or Torres Strait Islander backgrounds, and 2,714 were women and girls.
- Council continues to work with the Cancer Council of Victoria and community health organisations to increase awareness of bowel cancer. Three hundred community members received information on bowel cancer screening via the East Preston Community Centre newsletter. A social media campaign was run in June—the Bowel Cancer Awareness Month—that included a call to action for residents aged 50 years and above to undertake a screening test.
- A Grade 6 Antiracism Workshop was delivered to 188 students and 21 teachers across 8 Darebin primary schools. Preparatory information sessions were delivered to East Preston Islamic College, Maharishi School, St Joseph's Primary, and Reservoir Views Primary. Follow-up sessions were delivered to Maharishi School, Westgarth Primary, Reservoir East Primary, and St Joseph's Primary. Feedback from participating students and teachers will be compiled in July.
- The 'Together Project' volunteers organised an event called 'Belonging' which brought community together at Greenbelt Reserve. Over 200 people attended the festival which contributed to the social and emotional wellbeing of the residents living in the East Preston and East Reservoir neighbourhoods.
- The Digital Divide Program has been delivered at East Preston Community Centre in partnership with Bridge Darebin. The program aimed to increase inclusion by delivering content which was flexible across a range of settings with bilingual facilitators and included structured programs and drop-in sessions at East Preston Community Centre and Neighbourhood Houses.
- Council continued to deliver programs that aimed to address social isolation for young people including: Good Game, which provides a safe, welcoming and inclusive environment for young people to build social connections through the medium of gaming, and; ACCESS, which provides a safe space for young people 12 – 25 to catch up, relax, participate in daily activities and programs or seek support from the many support services on site including but not limited to local health services, legal aid and housing support. In partnership with community organisations, Council funded projects to address mental health and social isolation with Neighbourhood Houses.
- Twenty-one sports clubs were approved for funding to support initiatives that increase inclusive participation and club development.
- A regular Health Kiosk was established at the East Preston Community Centre. Residents can receive blood pressure checks and receive referrals to community health organisations. Information on Bowel Cancer has been provided to community members through the Council newsletter. COVID-19 and Monkeypox vaccination information and clinics have also been promoted to the community.
- Jika Jika Community Centre and Reservoir Neighbourhood House continued to implement council funded projects to reduce loneliness and improve mental health issues of disadvantaged communities.
- Council continued to work in partnership with community health organisations to promote women's sexual and reproductive health. Council also ran the weekly 'Girls Aloud' program at The Youth Hub, providing a safe space for women to socialise and seek support in a welcoming environment and increase the uptake of women's health services. Council also hosted the annual Molly Hadfield Social Justice Oration to mark International Women's Day, which aims to raise awareness and act against gender-based discrimination and violence.

- The Autumn Get Active in Darebin program ran from April-June 2023 and hosted 18 different activities across Darebin, with more than half delivered within the East Preston and East Reservoir areas.

10 Big Actions

Figure Four: Q4 status of actions contributing to the 10 Big Actions



There are total of thirty-eight year two actions that contribute to the achievement of the 10 Big Actions. Of these, twenty-three (61%) are 'Completed', eleven (9%) are 'Not Completed', three are 'Deferred' (8%), and one 'Discontinued' (3%).

Refer to **Appendix A** for more information.

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic direction one is focused on the community and its people. The priority and four-year objectives are centred on improving the lives of the community by celebrating diversity, supporting empowerment, connecting to, and preserving local history and providing vibrant and dynamic spaces, amenities, and events for all. This strategic direction has eight strategic objectives spanning across four years with 66 actions to be delivered throughout 2022-23.

Figure Five: Q4 progress update on year two actions for Strategic Direction 1

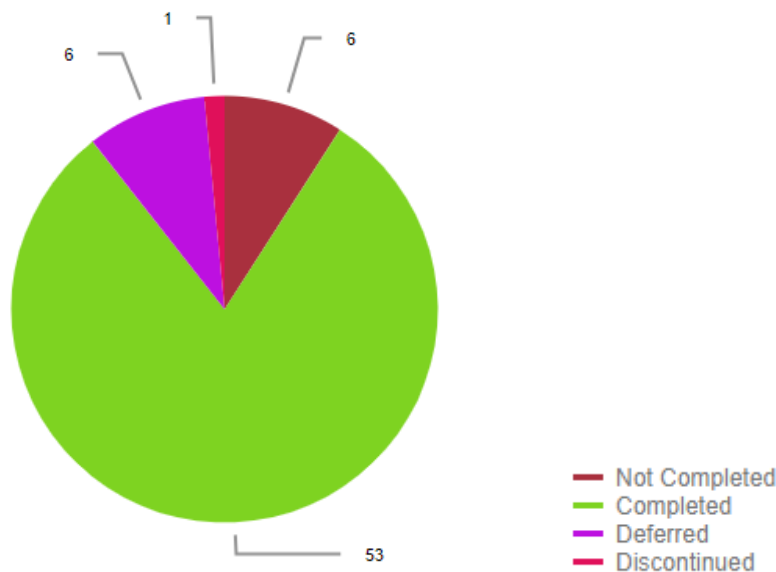


Figure 5 shows that 80.3% (53) of the year two actions connected to strategic direction one is 'Completed', 9.1% (6) are 'Not Completed', 9.1% (6) are 'Deferred', and 1.5% (1) are 'Discontinued'.

Highlights of actions completed this quarter include:

- Our sports clubs supported 12,062 participants across 2022-23, which is 3% growth from last year. Addressing participant diversity: 158 are all abilities, 399 from Aboriginal and/or Torres Strait Islander backgrounds, and 2,714 are women and girls.
- A Grade 6 Antiracism Workshop was delivered to 188 students and 21 teachers across 8 Darebin primary schools on Monday 22 May 2023.
- A feature length documentary produced by Jobs for the Future team was completed and screened at a networking event May 9, 2023. The screening event was held at the Thornbury Picture House and attracted a diverse audience.
- The Memorandum of Understanding (MOU) with Aboriginal Housing Victoria (AHV) is implemented through rate concessions for 87 AHV properties in Darebin and an action plan which focuses on increasing AHV renters' wellbeing, participation and inclusion in Council services and programs.
- The Digital Divide Program has been delivered at East Preston Community Centre in partnership with Bridge Darebin. The program delivered content which was flexible across a range of settings with bilingual facilitators and included structured programs and drop-in sessions at East Preston Community Centre and Neighbourhood Houses.
- Partnership with Narrap has continued to evolve in 2022-23. Joint projects have been established with both Narrap and Council working alongside each other on Country. Bundoora Park Grasslands and Ngarri Djarang Grassland were two of the primary sites where ecological and restoration works were undertaken.
- The Place and Road Naming Policy was adopted by Council on 24 April 2023, following community consultation. The Policy identifies the priorities for naming that reflects Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation; naming that reflects our migrant and culturally diverse communities and their cultural heritage and naming associated with diversity, equity, social justice or community leadership within our community. Where naming is associated with an individual, 75% will be significant women.
- Council has continued to support young people's leadership skills through the Young Citizen Jury. Outcomes in Q4 included: 10 young people leading the Kickflip youth event in May 2023, and two young people participating in Council's deliberative process to review the Council Plan and 10-Year Financial Plan.

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic direction two is focused on creating infrastructure and spaces for the community to feel safe, respected and welcomed as well as to develop partnerships to support local businesses and community to drive growth and economic sustainability. This strategic direction has 11 strategic objectives, spanning across the four years with 77 actions to be delivered throughout 2022-23.

Figure Six: Q4 progress update on year two actions for Strategic Direction 2

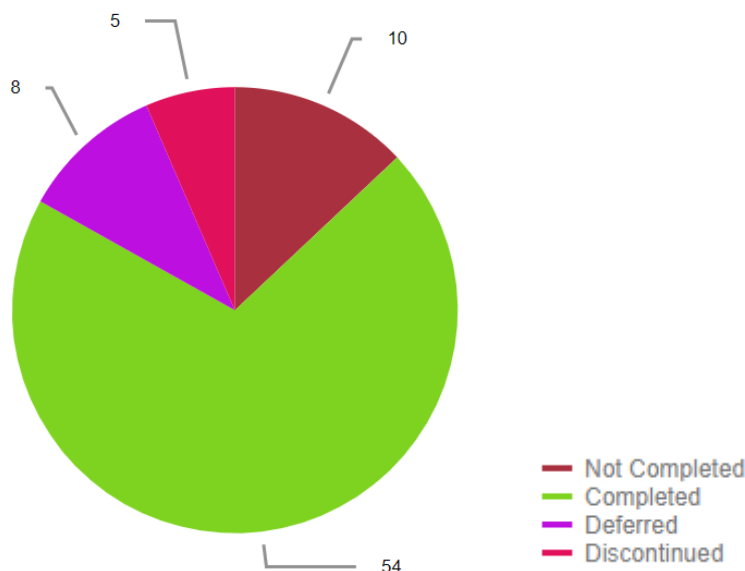


Figure 6 shows that 70.1% (54) of the year two actions connected to strategic direction two are 'Completed', 13% (10) are 'Not Completed', 10.4% (8) are 'Deferred', and 6.5% (5) are 'Discontinued'.

Highlights of actions completed this quarter include:

- Council supported five early years services in Council buildings to apply for Building Blocks Inclusion grants to make their outdoor play spaces more inclusive for children in 3- and 4-year-old kindergarten.
- The Culturally and Linguistically Diverse Outreach team supported over 80 families across Darebin this year and connected with families at library story times, immunisation sessions and Polytechnics.
- Programming has been initiated at the new Darebin Intercultural Centre and is now underway. This includes internal bookings that align with the Programming Framework, such as an Education Network meeting, a job-readiness workshop for Aboriginal and Torres Strait Islander women, and an Action on Disability in Ethnic Communities forum.
- The Darebin Assertive Community Outreach (DACO) program continues to be delivered by Merri Outreach Support Services. The service supports people sleeping rough and experiencing homelessness through assertive outreach and providing links to support services. For the year 2022-23, a total of 169 referrals were made to the program, with a total of 47 housing outcomes achieved.
- The Community Shower Access Program was expanded to include the Narrandjeri Stadium in Thornbury. Both venues have been utilised regularly by people experiencing homelessness. Additionally, one new referral agency was added this quarter. The program continues to be promoted by partners to people experiencing homelessness. Between January - June 2023, a total of 68 visits were recorded by registered participants.

Strategic Direction 3: Climate, Green and Sustainable

Strategic Direction three is focused on building and ensuring the community and Council owned infrastructure is resilient to climate change, increasing canopy cover over Council managed land, improving water quality and biodiversity across Darebin, improving air and water by reducing carbon emissions through renewable energy, and reusing waste to stimulate a local circular economy. This strategic direction has five strategic objectives spanning across four years with 26 actions to be delivered throughout 2022-23.

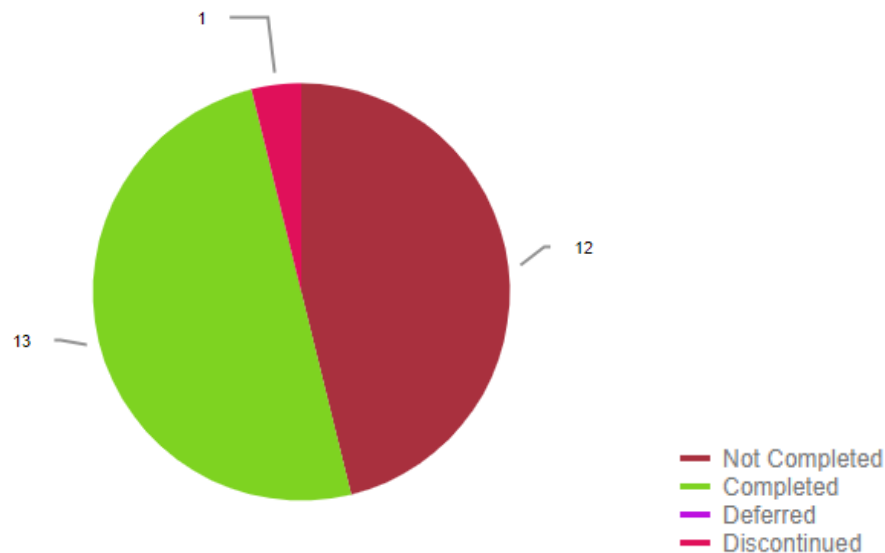
Figure Seven: Q4 progress update on year two actions for Strategic Direction 3

Figure 7 shows that 50% (13) of the year two actions connected to strategic direction three are 'Completed', 46.2% (12) are 'Not Completed', and 3.8% (1) are 'Discontinued'.

Highlights of actions completed this quarter include:

- A partnership was established with the Darebin Information, Volunteer & Resource Service (DIVRS) - a local community service organisation - to deliver information and education on energy literacy to low-income households in Darebin via one-on-one conversations and workshops.
- Council has planted 1000 trees in streetscapes. Planting has occurred equally between northern and southern suburbs in built areas. Trees have been prioritised for planting in areas with less canopy cover and where residents are likely to be more vulnerable to heatwaves. 100 trees were planted along the High Street shopping precinct area.
- Approximately 4000 newly planted street trees are within their first two years of establishment. These trees have been formatively pruned and watered to give the trees the best chance of becoming structurally sound, with healthy and safe canopy coverage.
- Gas heating was replaced with heat pump (electric) technology at City Hall, Preston.
- A monitoring system was installed to measure both solar generation and water tank usage at the Operations Centre.

Strategic Direction 4: Responsible, Transparent and Responsive

Strategic direction four is focused on transparent and accountable decision making, ensuring that the organisation is financially responsible, managing resources effectively to ensure our current and future services meet the needs of our community, as well as planning and supporting our community through change. This strategic direction has five strategic objectives, spanning across four years with 33 actions to delivered throughout 2022-23.

Figure Eight: Q4 progress update on year two actions for Strategic Direction 4

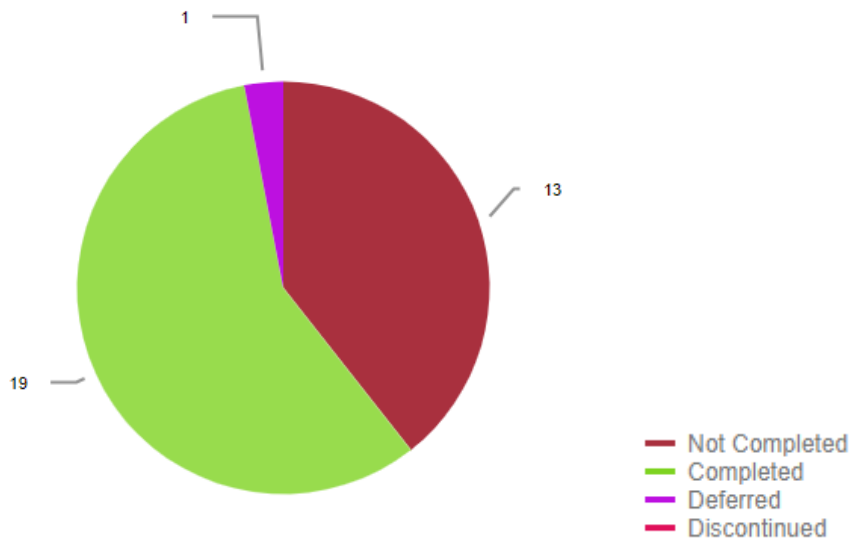


Figure 8 shows that 57.6% (19) of the year two actions connected to strategic direction four are 'Completed', 39.4% (13) are 'Not Completed', and 3% (1) are 'Deferred'.

Highlights of actions completed this quarter include:

- The community housing project on Town Hall Avenue, Preston is almost completed and will provide a level of affordable housing. The Kids Under Cover arrangement has also been renewed to provide temporary housing for young people.
- The draft policy translation of the Planning Scheme into the new state format was finalised and endorsed by Council in May. The translation was prepared through a series of thorough reviews to ensure that local policy content is retained in the new format. The State Government will progress the planning scheme amendment to introduce the changes.

Incomplete and Deferred Actions at 30 June 2023

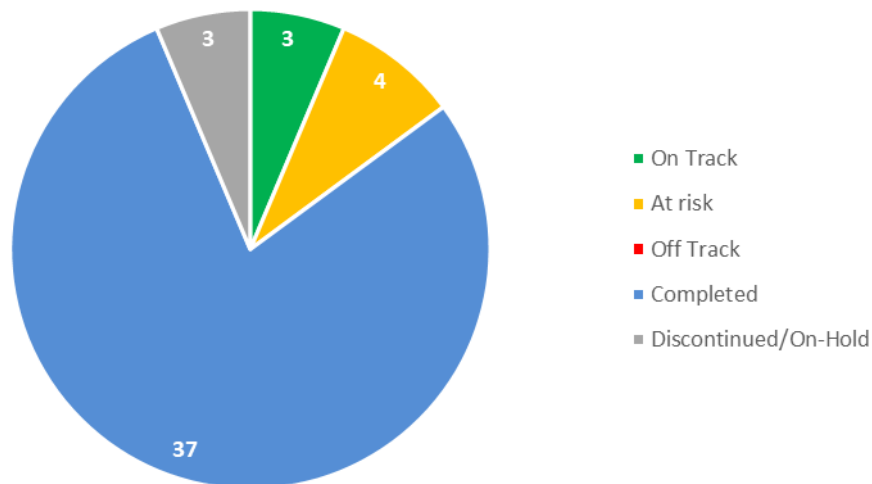
At the end of June 2023, there are 57 Incomplete and Deferred Actions. Thirty-six of these actions have been included either in part or full in the 2023-24 Council Plan Action Plan. Incomplete actions will be reported on via quarterly performance reports until they are complete.

Capital Project Performance

Annual budget for the 2022-23 Capital Works Program is \$66.2M. Estimated year-to-date expenditure as at 30 June is \$58.5M and the variance against Q3 forecast is \$6.2M (Interim end of year results that are subject to change as we progress through the Audit requirements). The portfolio consists of 30 programs of works (144 individual projects) and 17 stand-alone projects. As at 30 June 2023, 37 programs/projects had reached practical completion, 3 were on track to completion, and another 4 were at risk of not being delivered, while 3 were on either on hold or discontinued. Refer to the chart below for the overall breakdown.

Projects are continuously monitored to ensure their ongoing financial and strategic viability. Programs which have been affected due to individual projects being discontinued are detailed in **Appendix A**. Several reactive works were added to programs to respond to safety/compliance issues and/or community need. ELT is updated monthly on individual projects including any additions/cancellations to planned program projects. Managers provide a quarterly update of the programs overall and major stand-alone projects for inclusion in the quarterly performance report.

Figure Nine: Status of Programs and Major Projects

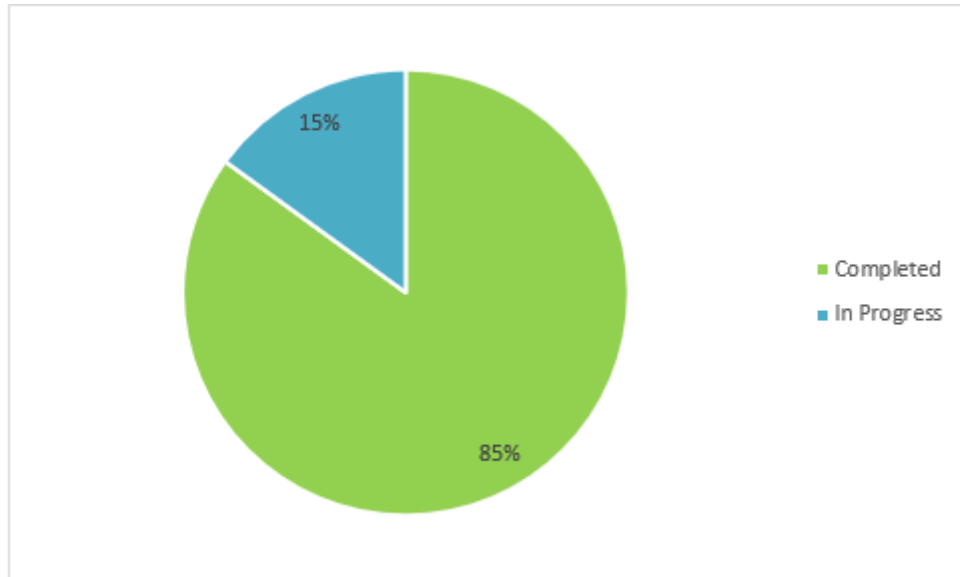


Refer to **Appendix A** for more detail on capital works.

Council Resolution Status Report

In 2022-23, 162 resolutions were made through Council meetings, 148 (91%) have been completed and 14 (9%) are in progress. Due to the complexity of some of the resolutions, they may span multiple years and can be superseded or updated as the initiatives progress.

Figure Ten: Progress status of 2022/23 Council Resolutions



In 2022-23 there were 162 Council Resolutions. 137 resolutions were actioned by 30 June 2023, with 25 still in progress as at 30 June 2023.

The table below provides a comparison table:

Quarter	In Progress	Completed	Total
Q1 (July – Sept 2022)	6 (15%)	34 (85%)	40
Q2 (Oct – Dec 2022)	5 (12%)	36 (88%)	41
Q3 (Jan – March 2023)	3 (9%)	30 (91%)	33
Q4 (April – June 2023)	11 (23%)	37 (77%)	48
TOTAL	25 (15%)	137 (85%)	162

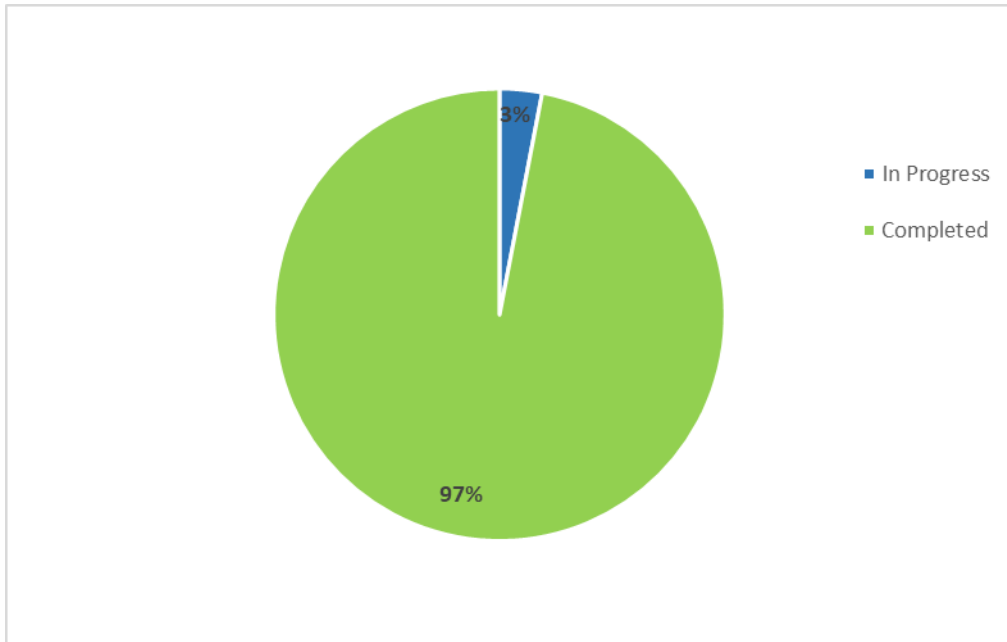
The current status of all Council resolutions is shown in the table below, identifying Council resolutions that are still in progress from prior years.

Previous Years	In Progress	Completed	Total
2020-2021	2 (1%)	194 (99%)	196
2021-2022	6 (4%)	166 (96%)	172
2022-2023	25 (15%)	137 (85%)	162

Planning Committee Resolution Status Report

In 2022-23, 33 resolutions were made through Planning Committee meetings, 32 (91%) have been completed and 1 (9%) is still in progress. There are no resolutions outstanding from prior years.

Figure Eleven: Progress status of Planning Committee Resolutions



In comparison to Q3, Q4 has increased by 9 Planning Committee Resolutions. The table below provides a comparison table:

Quarter	In Progress	Completed	Total
Q1 (July – Sept 2022)	1 (11%)	8 (89%)	9
Q2 (Oct – Dec 2022)	0	8 (100%)	8
Q3 (Jan – March 2023)	0	7 (100%)	7
Q4 (April – June 2023)	0	9 (100%)	9
TOTAL	1 (3%)	32 (97%)	33

Procurement update

Council’s Social and Sustainable Procurement Policy Principles continue to drive:

- Value for money is more than price paid.
- More opportunities for the local business community, in particular our social enterprises, to increase their capacity and capability to become suppliers to Council.
- Increased opportunities for local businesses and social enterprises to create capacity for local job seekers, especially those who are marginalised, disadvantaged and under-represented in the work force.
- Working to reduce our negative impact on the environment, support our climate emergency goals and move towards our aim of carbon neutral through purchasing behaviours.

- Lead procurement governance practices of integrity, probity and accountability while building organisational capability and expertise.
- Achieving equity, inclusion, and diversity outcomes.

Social & Sustainable results to date

The following table below provides information of supplier and contract activities for financial year ending June 30, 2023, which address our Social and Sustainable Policy (S&SP) objectives in delivering local, social and sustainable benefits.

1. Local Economy

Payments to local businesses identified by postcode within Darebin (contract and adhoc purchases)

FY2022-23 Results						FY2021-22
Supplier Payments	No of transacted suppliers	\$Total aggregated payments	Transacted suppliers locally	\$ Payments locally	%Local Spend FY2022/23	Local KPI
Payment to suppliers (excludes statutory payments)	4,141	\$142,345,736	931	\$16,567,979	12%	13%
<p>The result as a percentage has reduced by 1% when compared to the FY2022-23. Impacting on the percentage change is due to the construction costs paid to the contractor for the NARC redevelopment.</p> <p>However the actual payments made to local community has significantly increased from \$12.5m in FY2021-22 to \$16.5m in FY2022-23. This is an improvement of \$4.0m this financial year.</p>						

Contracts awarded by Category – formal contracts ranging from one to five-year term

FY2022/23 Results						FY2021-22
Awarded by Category	No of contracts awarded	\$ Total aggregated contract sum	Awarded contracts locally	Contract sum awarded locally	%Local Aggregated FY2022-23	Local KPI
Works	8	\$18,464,712	2	\$8,493,619	46%	34%
Services	35	\$92,747,422	5	\$26,126,340	28%	32%
Consultancy	8	\$6,567,449	1	\$500,000	1%	0%
Goods (plant)	11	\$1,852,556	-	-	-	14%
Total	62	\$119,732,139	8	\$35,119,959	30%	32%
<p>The overall aggregated contracts continue to move due to timing of retiring, new or renewal of capital and operational needs. Local businesses may not always be able to fulfill our requirements thus needing to source outside of Darebin. The consequences are less funds going back into the community. Social objectives is a mandatory 25% weighted criteria priority and continue to be promoted in improving local economy and achieving social objectives. The procurement team continues to educate staff, local business registration so our sourcing activities continues to target local businesses.</p>						

2. Social Opportunities resulting from contracting

FY2022-23 Results				FY2021-22
S&SP Objective	Awarded that identify supporting people	Contract total value	Aligned benefits (% or actual no) across awarded contracts.	KPI
Indigenous & Torres Strait staff	21	\$51.3m	<ul style="list-style-type: none"> Employing indigenous staff range from 14-18 staff Stormwater contractor employ 2% - 10% indigenous workforce 7% workforce indigenous Employing indigenous staff ranging from 5% to 16% of total staff 	49
Disadvantaged & local apprentices or trainees	26	\$66.3m	<ul style="list-style-type: none"> Stormwater contractors and Vehicle Tracking provider employs 2% - 10% disadvantaged and CALD workforce Clublinks employing 11 disadvantaged persons Local graduates, students training, vocational education Employing disadvantaged, graduates and marginalised persons. Using APM and other employment services. Contractors employing from 1 to 121 marginalised and with age bracket Employing local apprentices and trainees ranging from 2 to 31 staff. 	73
Evidence of Local (15-25yo) Young 10% dividend	24	\$39.0m	<ul style="list-style-type: none"> Employing 6 young local students and trainees with age bracket, living locally or from wider communities. Employing apprentices and trainees with age bracket, ranging from 2 to 93 living locally or from wider communities. Employing 25% of staff within this age bracket. 	21
Gender Equity	44	\$38.3m	<ul style="list-style-type: none"> Evidence of Gender policies Employing gender diverse ranging from 13%- 51% of total workforce. 76% gender neutral workforce Employing gender diverse ranging from 6 to 654 employees. 50% gender balance Executive Team 	69
Social or Charitable Enterprises engaged through contracting	24	\$40.1m	<ul style="list-style-type: none"> Brotherhood of St Laurence, Motivation Foundation and charitable organisations. Partnerships with NOVA/Marist180 and Yalari partner MEGT, Movember, Royal children's hospital appeal, Young Diggers Contributes significantly to volunteering, mentoring, pro bono and low bono projects with 86,777 hours dedicated to projects ('Social Impact') in FY22 	42

Note: The awarded contracts in the above table are not mutually exclusive in the reporting of each Objective.

Our Social procurement ensures that purchasing decisions always include equity, inclusion and diversity that will collectively achieve a more holistic community result, delivering maximum value for our community. Results continue to move as tendering dependencies are driven by new or renewing procurement events.

Mandatory selection criteria and overall weighting of 25% is applied to:

- Local businesses at 5%.
- Social at 5%.
- Sustainability at 5%; and
- Remaining 10% aligned to either category according to the procurement type or activity.

3. Sustainability

FY2022-23 Results		FY2021-22
S&SP Objective	No. contracts awarded that address environmental sustainable procurement	KPI
Environmental policies and initiatives in reducing environmental impacts	40	88
Environmental Management System	41	71

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

The 2022-23 Financial Report is scheduled to be presented to the Audit and Risk Committee on 11 September, briefing on 18 September and Council on 25 September for signing of certificates.

Community Engagement

The preparation of the 2022-23 Quarter 4 Performance Report was supported by and involved detailed discussions with all senior leaders, project managers and relevant responsible officers.

Overarching Governance Principles and Supporting Principles

- (i) the transparency of Council decisions, actions and information is to be ensured.
- (g) the ongoing financial viability of the Council is to be ensured;

Public Transparency Principles

- (b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;

Strategic Planning Principles

- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances;

Service Performance Principles

- (d) a Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Procurement activities detail specific factors considered in all purchasing decisions including re-usable, recycled, low and energy efficient initiatives and climate emergency objectives in reducing CO2 emissions. The Q4 period of the 2022-23FY has resulted in over 62 contracts which address Councils sustainable objectives by suppliers evidencing their policies, initiatives, and systems.

Suppliers have demonstrated initiatives and outcomes which actively reduce the reliance of fossil fuels, promote and market recycled materials, use of 100% recycled post consumers and FSC accredited paper products, and adhere to Darebin Council's Sustainable Design (ESD) policy.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

The 2022-23 Council Plan Action Plan applies several Equity, Inclusion, Wellbeing and Human Rights Considerations.

In line with Darebin's Social and Sustainable Procurement policy, procurement evaluation criteria give weighting to social initiatives and practices. Tenderers are assessed in how their business activities demonstrated a commitment to addressing disadvantaged and improving equity to deliver social value and positive social outcomes, including a commitment to employment of youth and Aboriginal people. Council continues to award contracts that employ indigenous staff or sub-contractors, young local youth students and trainees living locally and gender equity policies with a high percentage of gender diverse workforce.

Economic Development and Cultural Considerations

The 2022-23 Council Plan Action Plan applies several Economic Development and Cultural Considerations.

Evaluation criteria incorporated into procurement activities gave weight to Darebin based businesses. In addition, businesses that could demonstrate a local economic contribution through regular purchasing from local traders or the employment of local people were viewed favourably in line with evaluation criteria. Tendering activities includes a strong focus on employing local people, Aboriginal and/or Torres Strait Islander peoples, people from a CALD background, young people, those experiencing disadvantage and people with a disability whilst keeping a gender inclusive lens.

The Q4 period of the 2022-23FY results indicate awarded contracts will deliver long term economic benefits for the local community, and the actual aggregated payments to date continue to increase.

Operational Impacts

- Operational impacts are considered in delivering the Q4 Council Plan Action Plan.
- Operational impacts are considered in delivering the 2022-23 procurement activities.

Legal and Risk Implications

There are no known legal and / or risk implications from this report.


IMPLEMENTATION ACTIONS

2022-23 Q4 Performance will be accessible to the community via the Darebin website, and social media.

RELATED DOCUMENTS

- 2041 Darebin Community Vision
- 2021-25 Council Plan (incorporating Municipal Health and Wellbeing Plan)
- 2022-23 Council Plan Action Plan
- 2022-23 Annual Budget
- Financial Plan 2021 to 2031
- *Local Government Act 2020*
- Social and Sustainability Procurement Policy December 2021
- 10-year Capital Works Plan

Attachments

- Appendix A - Q4 2022-23 Performance Report (**Appendix A**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of interest in a matter to which the advice relates.

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

COUNCIL PLAN ACTION PLAN 2022-2023

END OF YEAR REPORT Q4



the place
to live



INTRODUCTION

Welcome

Guiding the way Council delivers its services and plans for the future is the 2021–25 Council Plan. This plan was developed following the most recent election and outlines the objectives and aims of Council over its four-year term. Development of the plan included significant community consultation at community forums and social media.

Council has committed to four directions that will guide our actions and resources over the next four years:

1. Vibrant, Respectful and Connected – making sure our community is one where all our people are valued, and no one is left behind
2. Prosperous, Liveable and Flourishing – building on Darebin’s strengths in relation to business, services and industry, and creating a city where all services and facilities to support a balanced, healthy life are easily accessible to our residents
3. Climate, Green and Sustainable – ensuring Darebin is a leader in responding to the climate emergency, and our natural environment is protected and enhanced
4. Responsible, Transparent and Responsive – recognising we are here to serve our community, in all its diversity, and that we govern transparently and accountably.

For more detail on the Council Plan, go to www.darebin.vic.gov.au/About-Council/Council-structure-and-performance/Council-plan

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

We invite you to read on to see what we’ve done to implement the Council Plan in the fourth quarter of the 2022-23 financial year.

INTRODUCTION

How to Read This Report

This document outlines our progress in completing the Council Plan Action Plan 2022-23.

There are four sections to this report:

The first section provides an overview of the 10 Big Action themes, specific links to the individual actions and an aggregated percentage of the progress completed to achieve the big action theme.

Section two provides the quarter four action commentary and progress status for the 202 actions from the 2022-23 Council Plan Action Plan. The actions are arranged by Council Plan strategic direction/objective and have commentary that outlines the progress against of that action as at 31 March 2023.

Section three is the Capital Works Portfolio Status Report for Quarter Four which provides the status and progress of all programs and major projects.

Section four is the status of Council Resolutions report which provides a summary of the organisation's progress in implementing Council's decisions for the 2022-23 financial year.

Darebin at a Glance

The City of Darebin is located between five and fifteen kilometres north of Melbourne's central business district.

It has been home to the Wurundjeri people for many thousands of years.

Our city covers 53 square kilometres of land stretching from the inner northern suburbs of Northcote and Fairfield to Reservoir and Bundoora.

We are home to one of Victoria's largest and most diverse communities in the realms of culture, language, religion, socioeconomic background, employment status, occupation and housing need. In 2021, 46,688 of our residents were born overseas; 18 per cent had arrived in Australia in the five years prior.

We have a diverse mix of properties – with 68,081 residential properties, 4,661 business properties and 531 mixed-use properties. Our largest industries are education and training, retail, manufacturing, health care and social assistance.

As a Council, we are responsible for a large part of our city's infrastructure and natural habitat. We own, manage or maintain 333 buildings, 790 hectares of open space, 27 sports reserves, seven natural reserves, 57 playing fields/sports grounds, 130 playgrounds, 29 wetlands, 84,300 trees, 530 km of roads, 30 km of shared paths, 1,045 km of sealed footpaths, 66 road and foot bridges, 628 km of stormwater pipes, 23,194 stormwater pits, and 30 gross pollutant traps (structures that trap solid waste such as litter).

While our city's social and economic prosperity is changing, with more of our residents earning higher incomes, we still have many of our residents experiencing disadvantage.

The Socio-Economic Index for Areas (SEIFA) score ranks areas based on indicators that contribute to disadvantage (including unemployment and income). In 2021, Darebin's SEIFA disadvantage score was 1018, which is the same as for Greater Melbourne.

However, in September 2022, our unemployment rate was 4.4 per cent. This is higher than Greater Melbourne (4.2 per cent), and significantly higher than Victoria overall (3.9 per cent).

10 BIG ACTIONS

Big Action Number	Council Plan Strategic Action Numbers	Big Action Description
BA1	2-11 2-26	Build Infrastructure for the future by developing Northcote Aquatic and Recreation Centre, redeveloping BT Connor Pavilion in Reservoir, and building Darebin Intercultural Centre in Preston.
BA2	2-2 2-3 2-6	Plan infrastructure for decades to come by redeveloping Reservoir Leisure Centre, activating Edwardes Lake Boat House in Reservoir, building new kindergarten facilities, and undertaking a feasibility study for a Global Learning Hub in Preston.
BA3	2-16 3-1 3-2 3-19 3-24	Continue to lead with our response to the climate emergency by updating our Climate Emergency Plan to set out how to best achieve zero greenhouse gas emissions for Darebin by 2030, offering solar installations and energy retrofits to pensioners and vulnerable communities, delivering new business and community power purchase partnerships, supporting a shift to a circular economy and programs aimed to improve safety for people cycling, walking and wheeling, increasing active travel which will also reduce transport emissions.
BA4	1-32	Deepen our commitment to truth and justice for First Nations communities in partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and Aboriginal and Torres Strait islander peoples who live and work in Darebin.
BA5	1-22 1-24 2-44 2-47	Support vulnerable members of our community by providing support with COVID-19 recovery, expanding our Homelessness Assertive Outreach program, and supporting community-led programs in East Reservoir and East Preston, to achieve greater physical and mental health, and wellbeing for all.






10 BIG ACTIONS

Big Action Number	Council Plan Strategic Action Numbers	Big Action Description
BA6	2-59	Champion local business and creative industries by providing support with COVID-19 recovery, facilitating the establishment of a Darebin Chamber of Commerce, and improving the lighting and safety of our retail precincts and business activity centres.
BA7	1-9 1-13 1-44	Build a more inclusive community for all by supporting Darebin's multicultural communities, reducing racism and discrimination, increasing access to our Council's services and sporting assets by groups who are under-represented, developing our Disability Action Plan, to improve access for all to our services and infrastructure, and achieving Rainbow Tick accreditation (best practice in LGBTQIA+ inclusion) for our services and activities.
BA8	2-37 4-18 4-19	Improve the quality of development and work to protect all that we love about Darebin by pursuing protections for Preston Market, conducting a Planning Scheme review informed by in-depth community consultation, and reviewing to amend our Parking Permit Policy.
BA9	3-7	Protect our natural environment and biodiversity by significantly improving water quality in Edwardes Lake, increasing tree canopy coverage in our parks, residential areas and retail precincts, and enhancing understorey planting.
BA10	1-19 2-6	Expand our delivery of quality universal services across the lifespan by providing more three-year old kindergarten places, continuing to deliver our flagship Age Friendly Darebin Project, expanding aged care direct services, and registering to become a home care package provider.




Council Plan

1.0: Vibrant, Respectful and Connected







1.1: We will develop partnerships with organisations from across our city, to value and include Aboriginal and Torres Strait Islander peoples and people from multicultural and diverse backgrounds

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-1] Develop a partnership with Multicultural Arts Victoria to deliver artistic opportunities for Darebin's communities	Develop and deliver a Darebin Creative Licencee Programming Forum to support new creative collaborations with organisations in residence across our arts centres	Joint programming forums with Multicultural Arts Victoria (MAV) have continued this quarter. The final meeting for the financial year was held on 3 May 2023. Collaborative projects with Speak Percussion, MAV and LaBoite were delivered at Darebin Arts Centre in April and a number of other projects are in development for 2023-24. Arts Access Victoria continue to locate the Nebula project in residence at Bundoora Homestead Arts Centre. This action will now be progressed through business as usual activities going forward.		Completed
	[1-2] Support and promote a significant increase in participation in Darebin's sports clubs, in particular, for Aboriginal and Torres Strait Islander peoples, women, girls, people of all abilities, and multicultural and diverse communities	Collect diversity of participation data from sports clubs and associations that access Council facilities, and collaborate with these users to increase participation of diverse groups	Our sports clubs supported 12,062 participants across 2022-23, which is 3% growth from last year. Addressing participant diversity: 158 are all abilities, 399 from Aboriginal and/or Torres Strait Islander backgrounds, and 2,714 are women and girls.		Completed
		Apply an Equity Impact Assessment to all sporting infrastructure projects in the 2022/23 Capital Works Plan	Equity Impact Assessments have been completed for all projects currently underway.		Completed







 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Through the review of the Outdoor Sporting Infrastructure Framework, review sportsfield lighting priorities and apply a gender equity lens to support gender inclusive infrastructure priorities	The Outdoor Sports Infrastructure Framework Review, including sports field lighting and gender inclusion has progressed following Council's approval of the 2023-24 budget and realignment of Council's long-term financial plan. Further work will be undertaken on this in 2023-24 to align this work with Council's established asset management policy and asset management plans which are currently under development.		Completed
		Through the review of the 10 year Capital Works Program, undertake an equity impact assessment and review aligned to the 10 year Asset Plan, Gender Equality Action Plan, Outdoor Sporting Infrastructure Framework and Toward Equality Framework	Through the development of 10 year Capital Works Program consideration was given to equity across the municipality. There was not sufficient time for an equity impact assessment to be undertaken.		Not Completed
		Investigate and prioritise short term actions available to address gender equity in outdoor sporting infrastructure changing facilities	The design processes for both John Hall Pavilion and KP Hardiman Pavilion redevelopments have progressed with a focus on gender inclusion. The Outdoor Sports Infrastructure Framework review increased the gender inclusion lens to determine the priorities of sporting infrastructure works. Council is rolling out the State Government Fair Access Policy Roadmap which supports our gender inclusion focus.		Completed

 Completed  Not Completed  Deferred  Discontinued





H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-3] Encourage and reward sporting and leisure groups/sporting teams that use Council's recreation spaces, by reducing user fees to those that demonstrate inclusion for Aboriginal and Torres Strait Island peoples, women, girls, people of all abilities, and multicultural and diverse communities	Implement a new Sports Club Performance Subsidy Program that incentivises and rewards club development and inclusion initiatives for Aboriginal and Torres Strait Islander peoples, women, girls, people of all abilities, multicultural and diverse communities	The performance subsidy program incentivised diversity and inclusion sports participation in 2022-23. The review of the program continues and recommendations will be presented to Council for consideration in 2023-24.		Not Completed
	[1-4] Develop a memorandum of understanding with Aboriginal Housing Victoria (AHV)	Implement the Memorandum of Understanding and associated action plan with Aboriginal Housing Victoria	The Memorandum of Understanding (MOU) with Aboriginal Housing Victoria (AHV) was officially signed in November 2022. The four year MOU is implemented through rate concessions for 87 AHV properties in Darebin and an action plan which focuses on increasing Aboriginal Housing Victoria renters' wellbeing, participation and inclusion in Council services and programs. This action will be progressed as part of business as usual activities going forward.		Completed
	[1-5] Work with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to progress "decolonising" Bundoora Park, including the farm and homestead	Implement and continue to identify initiatives to decolonise Bundoora Park, in partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation	De-colonising initiatives at Bundoora Park continue to be delivered including utilising the advice from the Wurundjeri NARRUP Rangers who work alongside Council staff in the park management. A launch of the Bundoora Park Truth telling displays is being led by consultation with Traditional Owners and will be held during NAIDOC week. The work to progress the decolonisation of Bundoora Park will continue in 2023-24.		Completed

 Completed  Not Completed  Deferred  Discontinued





H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-6] Develop partnerships with local Aboriginal community-controlled organisations to enhance our work towards mutual goals	Continue to work with, support and strengthen partnerships with local Aboriginal community-controlled organisations and local Aboriginal services.	Consultation with local Aboriginal Community Controlled Organisations (ACCO) has included the following organisations - Dardi Munwurro, Victorian Aboriginal Health Service, Ngwala, Link-Up Vic/ Victorian Aboriginal Child Care Agency (VACCA), Margaret Tucker Hostel, William T Onus, Aboriginal Advancement League and the Elizabeth Hoffman House. A number of ACCO located in Preston have also been involved in discussions to identify future partnership opportunities with Council.		Completed
	[1-7] Work with the Darebin Aboriginal Advisory Committee (DAAC), the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, and local Aboriginal organisations, to respond meaningfully and comprehensively to the six key requests of DAAC's Our Black Lives Matter statement to Council	Implement responses to the six key requests of Darebin Aboriginal Advisory Committee's Our Black Lives Matter statement to Council through the implementation of the Aboriginal Action Plan 2022-2025	The 'Our Black Lives Matter' Statement has been integrated into the draft Aboriginal Action Plan as a key priority. This approach has been endorsed by the Darebin Aboriginal Advisory Committee. The draft Aboriginal Action Plan will be progressed further in 2023-24.		Completed
	[1-8] Partner with Bowel Cancer Screening, Cancer Council Victoria and local community organisations to increase awareness of bowel cancer and improve community understanding, including for Aboriginal and culturally and linguistically diverse communities, of the benefits of screening, with a particular focus on underrepresented groups undertaking bowel cancer screening	Identify local partners and support the delivery of two initiatives to increase awareness of bowel cancer with a particular focus on underrepresented groups undertaking bowel cancer screening, and improve community understanding of the benefits of screening	Council continues to work with the Cancer Council of Victoria and community health organisations to increase awareness of bowel cancer. Three hundred community members received information on bowel cancer screening via the East Preston Community Centre newsletter. In June to mark Bowel Cancer Awareness Month a social media campaign included a call to action for residents aged 50 years and above to undertake a screening test.		Completed

 Completed  Not Completed  Deferred  Discontinued

1.2: We will help to build an inclusive and empowered community, where social cohesion and community harmony are fostered







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-9] Develop the Disability Action Plan to improve access to services and infrastructure for our residents and visitors	Implement actions outlined in the 2021-2026 Disability Action Plan	A two year implementation plan responding to the priorities of the community led vision in the Darebin Access and Inclusion Plan 2021 - 2026 is currently under development to improve access to services and infrastructure. In partnership with Writers Victoria, Council delivered a 'Writeability' program at the Preston Library. With the assistance of the Darebin Disability Advisory Committee, in June a disability pride mural has been installed on the Preston Library. An event will be held to launch the mural, celebrate the achievements of the 'Writeability' participants and recognise disability pride month.		Completed
	[1-10] Develop programs to support international students living in Darebin	Develop a project plan to implement programs to support international students living or studying in Darebin	A project plan has been developed with an initial focus on a dedicated web page for international students in Darebin that includes information on Council support services. The focus of the project will be to explore opportunities to collaborate on activities and events and provide support for international students in partnership with local educational institutions. It also seeks to find opportunities for international students to engage in Council services and activities. This work will continue as part of business as usual activities.		Completed

 Completed  Not Completed  Deferred  Discontinued








H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-11] Develop a program to support middle years students (later primary school, and early secondary school-aged) from Darebin schools to connect with each other, and take action on systemic racism issues together, to support student voices	Pilot and deliver a school program to support middle years students (later primary school, and early secondary school-aged) from Darebin schools to connect with each other, and act on systemic racism issues together, to support student voices.	A Grade 6 Antiracism Workshop was delivered to 188 students and 21 teachers across 8 Darebin primary schools on Monday 22 May 2023. Preparatory information sessions were delivered to East Preston Islamic College, Maharishi School, St Joseph's Primary, and Reservoir Views Primary. Follow-up sessions were delivered to Maharishi School, Westgarth Primary, Reservoir East Primary, and St Joseph's Primary. Feedback from participating students and teachers will be compiled in July.		Completed
	[1-12] Develop a Cultural Diversity Action Plan to significantly improve access to services and infrastructure for multicultural communities	Using audit data, draft a Cultural Diversity Action Plan, including an implementation plan to increase access of culturally and linguistically diverse communities to Council venues, and encourage participation in Council services.	Data collection and mapping of existing services and infrastructure continues through the Welcoming Cities Accreditation. This work will support and inform a draft Cultural Diversity Action Plan. This project was deferred by Council in quarter 3. Funding to progress the development of a draft Cultural Diversity Action Plan has been provided in the 2023-24 Budget that was adopted by Council on 26 June 2023.		Deferred

 Completed  Not Completed  Deferred  Discontinued

1.3: We will embrace diversity and ensure everyone is included in our society, and no one is left behind - by combating discrimination, and championing equity, inclusivity and diversity







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-13] Work towards the Rainbow Tick accreditation (best practice in LGBTQIA+ inclusion) for Council's services and activities	Implement the Rainbow Tick accreditation project plan and commence accreditation for services identified as pilot sites	Work continues on evidence gathering of policies and procedures, initiatives and programs.		Completed
	[1-14] Offer co-working spaces at our arts centres in Darebin	Deliver licenced spaces, artist residences and flexible co-working spaces at our arts centres.	Council hosts two licences in Arts Precincts venues providing co-working spaces and artist support. Municipal Association of Victoria (MAV) is currently also being supported with some co-working space at Darebin Arts Centre while occupancy issues are being worked through at Northcote Town Hall Arts Centre. Thirteen projects have been supported in the development program in the year to date, supporting a number of local artists and companies to develop new works. This action will be progressed as part of business as usual activities going forward.		Completed
	[1-15] Support social enterprises that wish to work in our city, and with our Council - one per year	Support the development of at least one social enterprise in Darebin	A feature length documentary produced by Jobs for the Future team was completed and screened at a networking event May 9 2023. The screening event was held at the Thornbury Picture House and attracted a diverse audience. The screening was complemented by a panel discussion that featured two of the social enterprises who talked about their experience of sustaining a social enterprise. The screening event was the culmination of a long term strategy to support nine social enterprises in Darebin during the last 12 months. This action will be progressed as part of business as usual activities going forward.		Completed

 Completed  Not Completed  Deferred  Discontinued







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-16] Provide financial and in-kind support to neighbourhood houses that bring our diverse people together	With neighbourhood houses, design an approach to provide funding and in-kind support in line with the partnership agreements	All funding agreements with Neighbourhood Houses within the Darebin Network have been aligned to the Council Plan. Outcomes will be reported in relevant Council Plan actions. This action will be progressed as part of business as usual activities going forward.		Completed
	[1-17] Launch Council's new website, with improved access functionality for people from diverse communities	Introduce user accounts for households to provide full overview on service interactions with Council, with the benefit of translations and accessibility features.	Investigation has concluded that it is not possible to introduce accounts for households with current system capabilities. This action has been incorporated into the drafting of the IT Strategy. Alternative action has been taken to improve functionality, accessibility and self service, aligned to the strategic action of the Council Plan. We have expanded self serve options for customers through a range of e-services as well as more than 50 online forms across all service areas. This action was discontinued in Q1 2022-23.		Discontinued
		Deliver improved functionality to enable end to end service delivery through the website for high volume service transactions	Project has been completed and has delivered improved functionality allowing customers to self serve a range of requests, as well as automated translations for non-English speaking members of the community.		Completed
	[1-18] Develop a Sexuality, Sex and Gender Diversity Action Plan to support the inclusion, rights and wellbeing of LGBTIQ+ communities and work to combat homophobia, biphobia and transphobia	Develop and commence implementation of a Sexuality, Sex and Gender Diversity Action Plan, to support the inclusion, rights and wellbeing of LGBTIQ+ communities and work to combat homophobia, biphobia and transphobia	This work is supported by the Rainbow Tick Accreditation. Next in the development phase of the action plan will be internal and external consultation. This project was deferred by Council in quarter 3. Funding to progress the development of a draft Sexuality, Sex and Gender Diversity Action Plan has been provided in the 2023-24 Budget that was adopted by Council on 26 June 2023.		Deferred

 Completed  Not Completed  Deferred  Discontinued







1.4: We will increase social connection to reduce isolation and loneliness, and support positive mental health

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-19] Deliver Age Friendly Darebin, expand aged care direct services, and register Council to become a home care package provider	Complete the registration process for Home Care Packages	Registration approved 14/03/2023.		Completed
		Complete project to ready Council services for the Support at Home Program	Work continued to prepare for the upcoming reforms which the Commonwealth Government has outlined now will not commence until 1 July 2025. Officer participation in all Commonwealth Government, Aged and Community Care Providers Association (ACCPA), Municipal Association of Victoria (MAV) and Ministerial forums regarding the forums continues.		Not Completed
		Review and implement the Age Friendly Darebin Plan year three actions and develop the year four action plan	Age Friendly Darebin (AFD) Year 3 Action / progress report has been finalised. The four year progress report is yet to be developed for 2023. Strengthening the role of Active and Healthy Ageing Advisory Committee (AHAAC) in the oversight and input into goals associated with this report will be explored.		Completed
	[1-20] Facilitate and support volunteer opportunities with Council across our diverse communities, to strengthen community connection and skills development	Implement the Four Year Volunteer Program to facilitate an increase in connectedness of our diverse communities and to provide opportunities for participants to develop new skills	All actions have been completed. National Volunteer Week (NVW) morning tea was a great success. Volunteer onboarding process has been reviewed and stakeholder engagement has been undertaken. Centralised volunteer database is working well. Volunteer orientation module is also well underway.		Completed







● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Deliver at least one project to increase community volunteering in East Preston and East Reservoir, with a focus on supporting positive mental health	The 'Together Project' volunteers organised an event called 'Belonging' which brought community together at Greenbelt Reserve. Over 200 people attended the festival which contributed to the social and emotional wellbeing of the residents living in the East Preston and East Reservoir neighbourhoods.		Completed
	[1-21] Increase the access of culturally and linguistically diverse and diverse communities to Council venues, and encourage participation in Council services (where participation rates are low)	Implement Cultural Diversity Action Plan initiatives to increase access of culturally and linguistically diverse communities to Council venues and encourage participation in Council services	The scoping of the Cultural Diversity Action Plan will be supported concurrently with the Welcoming Cities Accreditation. The integration of data and evidence gathering process during the Welcoming Cities project phase will inform the draft Cultural Diversity Action Plan. This project was deferred by Council in quarter 3. Funding to progress the development of a draft Cultural Diversity Action Plan has been provided in the 2023-24 Budget that was adopted by Council on 26 June 2023.		Deferred
		Improve access to Darebin Library services by offering amnesty on fees for late items	The fine amnesty continued to 30 June 2023 and has been successful in reengaging lapsed members and empowering those previously concerned about fines to use our libraries. Overdue fines have been removed for 2023-24 financial year.		Completed
	[1-22] Work in partnership to address the digital divide for public housing and high-risk accommodation residents, culturally and linguistically diverse communities and other excluded groups, including those impacted by COVID-19	Complete the assessment of the pilot Digital Divide Program in East Preston to inform the implementation of further programs that address the digital divide and increase inclusion	The Digital Divide Program has been delivered at East Preston Community Centre in partnership with Bridge Darebin. The program delivered content which was flexible across a range of settings with bilingual facilitators and included structured programs and drop in sessions at East Preston Community Centre and Neighbourhood Houses.		Completed





 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-23] Provide grants, and deliver and facilitate programs, services, and events that address loneliness, through supporting socialconnectedness and positive mental health	Deliver two projects that support mental wellbeing and address social isolation	Council continued to deliver programs that aimed to address social isolation for young people including: Good Game, which provides a safe, welcoming and inclusive environment for young people to build social connections through the medium of gaming, and; ACCESS, which provides a safe space for young people 12 - 25 to catch up, relax, participate in daily activities and programs or seek support from the many support services on site including but not limited to local health services, legal aid and housing support. In partnership with community organisations, Council funded projects to address mental health and social isolation with Neighbourhood Houses.		Completed
	[1-24] Work with our sporting and recreation clubs to increase access and participation of people from culturally diverse and disadvantaged backgrounds	Develop Diversity Action Plan templates for Darebin's community sports clubs and collaborate on initiatives that promote inclusive sports club environments	The development of diversity action plans with sports clubs has not progressed and will be reconsidered for implementation in 2023-24. The Get Active in Darebin Program focuses on increasing diverse participation through various programs including: rainbow gym for our LGBTIQ+ community; all abilities golf; football and soccer programs targeting girls between 12-18 years old; multicultural footy for fun; and wheelchair dance and roll.		Deferred
	[1-25] Increase the opening hours of Reservoir Library to include Sundays (to align with the opening hours of Northcote and Preston libraries)	Continue to deliver extended opening hours at Reservoir Library to include Sundays	Reservoir Library continued to open from 1-5pm each Sunday and experienced a slow and steady increase in attendance. Darebin Libraries continue to plan for targeted events to raise awareness of Sunday opening hours.		Completed

 Completed  Not Completed  Deferred  Discontinued








H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-26] Provide the Libraries After Dark program at Reservoir and Preston libraries	Continue to deliver the Libraries After Dark program at Reservoir and Preston Libraries	Libraries After Dark continued at both Preston and Reservoir Libraries with a range of free events to activate the spaces, including movie nights, author talks, health and wellness workshops, and Makers Corner craft sessions. The team continues to explore activation opportunities to increase awareness and attendance.		Completed
	[1-27] Provide sports grants to encourage increased participation of women, girls, people of all abilities, multicultural and Aboriginal and Torres Strait Islander peoples, in community sports	Deliver a sports grants program focused on supporting initiatives that increase inclusive participation and club development	Two rounds of sports grants were completed during 2022-23. Twenty-one sports clubs were approved for funding. Council resolved not to continue the sports grant program for 2023-24.		Completed
	[1-28] Advocate to state and federal governments to increase investment in early intervention and tertiary mental health services	Deliver at least two advocacy initiatives to State and Federal Governments to increase investment in early intervention and tertiary mental health services, as aligned to Council's Advocacy Strategy	This year Council worked collaboratively with the Northern Councils Alliance to advocate for an increased focus on mental health prevention across the region, and funding and services to improve and support mental health and wellbeing activities. In October 2022, the Northern Councils Alliance launched its 2022-2023 Advocacy Priorities, which included an increased focus on mental health prevention across the region, and funding and services to improve and support mental health and wellbeing activities. Council continued to advocate for investment in early intervention and increases in mental health services in Darebin.		Completed


 Completed  Not Completed  Deferred  Discontinued




H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-29] Work with other organisations to provide health information to communities on health and wellbeing issues including alcohol and other drugs, gambling, mental health support, and family violence	Support the delivery of two initiatives that provide health information to communities	A regular Health Kiosk has been established at the East Preston Community Centre. Local residents are able to receive blood pressure checks and receive referrals to community health organisations. Information on Bowel Cancer has been provided to community members through the Council newsletter. COVID-19 and Monkeypox vaccination information and clinics have also been promoted to the community.		Completed
	[1-30] Work in partnership to deliver initiatives that reduce the stigma associated with mental ill-health, through awareness and education	Support the delivery of two initiatives that reduce the stigma associated with mental ill-health, through awareness and education	Jika Jika Community Centre and Reservoir Neighbourhood House continued to implement council funded projects to reduce loneliness and improve mental health issues of disadvantaged communities.		Completed

 Completed  Not Completed  Deferred  Discontinued



1.5: We will prioritise and respect the voices and aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-31] In consultation with the Darebin Aboriginal Advisory Committee, continue to implement and expand our Aboriginal Employment Strategy and Aboriginal Action Plan	Work with the Darebin Aboriginal Advisory Committee to finalise and commence implementation of a new Aboriginal Action Plan	A draft Aboriginal Action Plan has been developed with the Darebin Aboriginal Advisory Committee. It is expected that community engagement will occur in 2023-24 and implementation in future years.		Not Completed
		Work with the Darebin Aboriginal Advisory Committee to identify new opportunities to support pathways to employment and retention for Aboriginal and Torres Strait Islander peoples	We have implemented and are currently running Aboriginal and Torres Strait Islander Cultural Awareness Program. Our Aboriginal Employment Programs Officer is on board and working through a revised employment pathway plan. We have also adopted a Cultural Leave policy for Aboriginal & Torres Strait Islander staff. All Aboriginal employment strategies are currently being tracked by our procurement team.		Completed
	[1-32] Develop a partnership with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to support the delivery of mutual goals	Jointly design and implement a respectful partnership agreement with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation	Council continues to undertake preparatory work for the development of a respectful partnership agreement with Traditional Owners. This action has been carried forward to the 2023-24 Council Plan Action Plan and will continue for the duration of the Council Plan.		Not Completed
	[1-33] Through the establishment of our Darebin Nature Plan, begin discussions with Traditional Owners to understand the feasibility and resources required for Council to hand back land and responsibility for land management	Continue to develop a relationship with Narrap to understand feasibility and resources required for joint land management	Partnership with Narrap has continued to evolve in 2022-23. Joint projects have been established with both Narrap and Council working alongside each other on country. Bundoora Park Grasslands and Ngarri Djarang Grassland were two of the primary sites where ecological and restoration works were undertaken. New sites are being identified for the 2023-24 FY to continue the partnership.		Completed


 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-34] Deliver initiatives that support truth telling, and provide opportunities for culturally diverse communities, and our broader Darebin community, to learn about Aboriginal and Torres Strait Islander culture and history	Deliver initiatives to support truth telling and provide communities opportunity to listen, learn and understand Aboriginal and Torres Strait Islander culture and history, including the annual Ganbu Guilin One Mob event	The work with decolonising Bundoora Park is continuing with Wurundjeri Woi wurrung Traditional Owners Corporation. Elders are involved in the ongoing storyline and development of the Wurundjeri Woi wurrung space at Bundoora Park. The truth telling display will be launched as part of NAIDOC week. Other initiatives this year included the annual Yarning Conference for 430 Grade five students and the Ganbu Gulin event as part of FUSE festival.		Completed
		Deliver the Schools' NAIDOC Yarning Conference	Over 430 Year 5 students from a number of Darebin primary schools participated in the fifth Darebin Schools' NAIDOC Yarning Conference. Over 25 Aboriginal cultural educators led the teaching and learning. Partnerships continue to strengthen with the Clothing the Gaps, Yoorrook Justice Commission, Wurundjeri Woi-wurrung Cultural educator Mandy Nicholson, Djirri Djirri Dance, NARRAP, The Long Walk, 3KND and Reconciliation Victoria all being part of this program. This is key way Council is supporting schools to embed teaching of history, culture and truth-telling in curriculum. Council has developed videos that focus on the voices of the students themselves about the theme Get UP! Stand UP! Show UP!		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Through the review of Council's Road and Place Naming Policy, incorporate naming priorities that reflect Wurundjeri Woi-wurrung language of the Traditional Owners and the cultural heritage and diversity of Darebin's migrant communities	The Place and Road Naming Policy was adopted by Council on 24 April 2023, following community consultation. The Policy identifies the priorities for naming that reflects Wurundjeri Language, Names and First Nations heritage, in consultation with the Wurundjeri Woi-wurrung Heritage Corporation; naming that reflects our migrant and culturally diverse communities and their cultural heritage and naming associated with diversity, equity, social justice or community leadership within our community. Where naming is associated with an individual, 75% will be significant women.		Completed
		Explore the potential for renaming places to align with Council's priorities following the adoption of the revised Road and Place Naming Policy	Renaming opportunities were identified in the Council Report for the adoption of the Place and Road Naming Policy and referred to the development of the 2023-24 Council Plan Action Plan.		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-35] Increase support to Aboriginal community-controlled organisations by incorporating a specific funding stream into our Community Grants Program	Develop and implement a Community Grants Program funding stream in partnership with the Darebin Aboriginal Advisory Committee and Aboriginal community-controlled organisations within Darebin	<p>Consultation began in February 2023 with the following three organisations: Victorian Aboriginal Childcare Agency (VACCA); Dardi Munwurro - Indigenous Leadership Training and Coaching; and, Ngwala Willumbong Aboriginal Corporation.</p> <p>Progress against the workplan was reported to DAAC at the March committee meeting. The consultation target is ten organisations. As of June, five consultations, including 3KND and Maysar, have been completed. Consultation will continue with other Aboriginal organisations over the coming months.</p> <p>To ensure the grant stream is established correctly, this action will not be complete until quarter 1 of the new financial year. Funding for this grants program has been allocated in the Grants Budget for 2023-24.</p>		Not Completed






● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

1.6: We will ensure our festivals, events and functions are inclusive and respond equitably to, and value the diverse needs and aspirations of, our community




H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-36] Initiate an annual cultural diversity and social cohesion oration as part of the FUSE festival	Deliver a Cultural Diversity and Social Cohesion Oration as part of the FUSE Festival	The Molly Hadfield Social Justice Oration was presented in partnership with The Wheeler Centre at Preston City Hall on Wednesday 15 March 2023 from 6pm-9pm. Opened by Mayor Julie Williams, MC'd by Leah Avenue, Oration by Namila Benson, renowned television presenter and author, as well as Youth Orator Zuva Goverwa. Both presented ideas on being artists and women of colour and navigating Australian arts and media industries. Approximately 85 people attended. Catering was provided by the Asylum Seekers Resource Centre. The event was a fantastic success. Council have also provided funding in 2023-24 to progress a cultural diversity and social justice oration in addition to the Molly Hadfield Oration.		Completed
	[1-37] In Partnership with Multicultural Arts Victoria (MAV), deliver a closing event for the Spring FUSE Festival at Edwardes Lake Park that showcases culturally diverse artists, music and performances	In Partnership with Multicultural Arts Victoria, deliver a featured event for the Autumn FUSE Festival at Edwardes Lake Park	FUSE and MAV presented Out of the Park Picnic on 12 March as part of the opening party for FUSE Autumn 2023. Opening with an Acknowledgment of Country by MC Queen Acknowledgments, with welcome speeches by Mayor Julie Williams, Hon. Nathan Lambert Member for Preston, and Co- CEO of MAV. Zii Nzira. ARIA-nominated Noongar/Gumbaynggirr singer and songwriter Emma Donovan the Putbacks headlined with Dorsal Fins, DJ Jumps, Quarter Street and more. With interactive drumming led by FUSE Curator Shabba of African Star Dance, Out of the Park presented a safe and inclusive opportunity to soak up the skills of our uniquely diverse community in a laid back style. About 2400 people attended the event across the afternoon. This event was free and accessible.		Completed

 Completed  Not Completed  Deferred  Discontinued

1.7: We will continue to be a local government leader in the prevention of violence against women, and gender equity

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-38] Continue to implement and evolve our Gender Equality and Preventing Violence Against Women Action Plan, using an intersectional approach	Implement and expand our Gender Equality and Preventing Violence Against Women Action Plan, using an intersectional approach	Council contributed to the development of the Building a Respectful Community Action Plan 2022-2024, a project led by Women's Health in the North. The Gender Equity Advisory Committee provided input into the 16 Days of Activism event planning for 2023. Darebin's Family Violence Network was convened in April and June 2023. In May, we launched the People Matters Survey for all Darebin staff. The survey will provide disaggregated gender identity data which will assist tracking progress against Council's Gender Equality Action Plan objectives. Youth Services Decibels Program and Reservoir Leisure Centre staff representatives participated in Rainbow Tick Accreditation project working groups to improve their services for LGBTQIA+ staff and community members.		Completed
	[1-39] Implement our responsibilities under the Gender Equality Act 2020	Implement the Gender Equality Action Plan	Steering committee and working groups are meeting regularly. People Matter Survey has been sent out to all staff. Activities are underway.		Completed
		Operationalise the Gender Equality Act 2020 through the application of Equity Impact Assessment (incorporating the Gender Impact Assessment) to all major projects and polices	Forty-nine Equity Impact Assessments (EIAs) - incorporating the legally mandated Gender Impact Assessments (GIAs) - were undertaken this year. Projects included: the Darebin Planning Scheme, Your Street Your Say, Lease Renewal for Early Years Services in Council Buildings, the Climate Emergency Strategy, social media policy, resident parking permit policy, various events, programs and communication, leasing and licensing policy, as well as several internal policies.		Completed

 Completed  Not Completed  Deferred  Discontinued


H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-40] Apply a Gender Impact Assessment to our Council policies and programs, as part of the Towards Equality Framework, and continue to gather data about gendered experience in public spaces, and use this to inform community safety initiatives	Continue to gather data about gendered experience in public spaces and use this to inform community safety initiatives	This year Council has applied an informed understanding of gendered experiences of safety in public spaces in planning and advocating for safety improvements through audits of the Merri Creek (Section near Sumner Ave), Gilbert Village, Gilles Street Car Park and All Nations Park.		Completed
	[1-42] Continue to support regional work to promote women's sexual and reproductive health, and advocate for a dedicated sexual and reproductive health service in the Northern region	Deliver two advocacy initiatives and support one regional project in line with Women's Health In the North's (WHIN) regional strategy, to promote women's sexual and reproductive health	Council continued to work in partnership with community health organisations to promote women's sexual and reproductive health. Council also ran the weekly 'Girls Aloud' program at The Youth Hub, providing a safe space for women to socialise and seek support in a welcoming environment and increase the uptake of women's health services. Council also hosted the annual Molly Hadfield Social Justice Oration to mark International Women's Day, which aims to raise awareness and take action against gender-based discrimination and violence.		Completed

 Completed  Not Completed  Deferred  Discontinued




1.8: We will work towards a discrimination-free, and systemic racism-free Darebin, and reduce the impact of poverty and disadvantage

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-43] Continue to implement our Towards Equality Framework and Equity Impact Assessment to address inequities in the distribution of resources, and ensure the needs of our most vulnerable people are prioritised	Continue to implement Equity Impact Assessments (embedding Gender Impact Assessments) for applicable projects and policies, to address inequities in the distribution of resources, and ensure the needs of residents experiencing disadvantage and discrimination are prioritised	Forty-nine Equity Impact Assessments (EIAs) - incorporating the legally mandated Gender Impact Assessments (GIAs) - were undertaken this year. Projects included: the Darebin Planning Scheme, Your Street Your Say, Lease Renewal for Early Years Services in Council Buildings, the Climate Emergency Strategy, social media policy, resident parking permit policy, various events, programs and communication, leasing and licensing policy, as well as several internal policies.		Completed
	[1-44] Work with the Darebin Ethnic Communities Council, our community, and local organisations, to create projects twice a year that foster respect and address systemic racism	Finalise the baseline data set regarding the experience of racism in Darebin	Council has confirmed their partnership with Victoria University to deliver data collection exercises by November 2023 to establish baseline data of experiences of racism in Darebin. Funded by VicHealth, the project is called Understanding Reporting Barriers and Support Needs of People Experiencing Racism. This work will continue in 2023-24 as 'business as usual'.		Completed







 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Design and commence implementation of a program to address systemic racism and discrimination in partnership, and co-design projects with community organisations	<p>Council, in partnership with the Victorian Aboriginal Education Association Incorporated (VAEAI), promoted support towards Victorian state's structure of reporting racism or religious discrimination in Darebin schools, in conjunction with the Darebin Education Network and 188 Grade 6 Antiracism workshop participants. In partnership with Victoria University, Council will collaborate on the 'Understanding Reporting Barriers and Support Needs of Those Experiencing Racism'. This project includes co-designing focus groups with community organisations and is expected be completed by November 2023.</p> <p>Planning for the NAIDOC Yarning Conference 2023 has commenced in collaboration with schools, local Elders, and Clothing The Gaps. This will also inform how Council addresses issues of systemic racism and discrimination.</p>		Completed





 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Develop and implement events and campaigns which build respect and seek to address racism and racial discrimination	In March, Council officially opened the new Darebin Intercultural Centre, a place where people can cultivate mutual respect for each other's cultures and identities through planned activities, programs and events. The Open Day showcased Darebin's multicultural community organisations and producers. In partnership with schools, Council held the annual NAIDOC Yarning Conference and an Antiracism workshop. Council acknowledged the International Day for the Elimination of Racial Discrimination and, for Refugee Week hosted and supported events, produced a video and social media promotion. The Molly Hadfield Social Justice Oration event featured a thought-provoking dialogue on racism and anti-racism. Regular Conversation Cafe sessions held at the libraries, and programs at East Preston Community Centre assisted with building and fostering cultural safety and respect with residents.		Completed
	[1-45] Continue to implement the Welcoming Cities Standard, with the aim of becoming a 'Mentoring' level Council	Take actions towards achieving the Welcoming Cities Standard 'advanced' and 'excelling' levels by June 2023	During 2022-23, Council commenced collecting evidence to assist with the Welcoming Cities accreditation across 60 standards. In order to achieve accreditation, each standard requires the provision of three types of evidence across three areas of Council's work - internal, policy and community outcomes. Accreditation will be progressed in 2023-24.		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Establish design principles by June 2023 to ensure all future and, where possible, current Council buildings and facilities meet the needs of culturally diverse communities	This project was deferred by Council in quarter 3. Funding to progress the development of a draft Cultural Diversity Action Plan has been provided in the 2023-24 Budget that was adopted by Council on 26 June 2023.		Deferred
	[1-46] Work with our local organisations to create an active Community Leader network comprising community leaders from our culturally diverse communities	Formalise a Community Leader network comprising community leaders from our culturally diverse communities	This project was deferred by Council in quarter 3. Funding to progress the development of a draft Cultural Diversity Action Plan has been provided in the 2023-24 Budget that was adopted by Council on 26 June 2023.		Deferred
	[1-47] Through our Youth Strategy, develop and implement programs to support the participation and leadership of young people from disadvantaged, and culturally diverse, backgrounds	Support 20 newly appointed young people to develop their leadership skills through the Young Citizens Jury and Darebin Speak	Council has continued to support young people's leadership skills through the Young Citizen Jury. However, such support has taken other forms as well. Outcomes in Q4 included: 10 young people leading the Kickflip youth event in May 2023, and two young people participating in Council's deliberative process to review the Council Plan and 10-Year Financial Plan. Recruitment was also undertaken to fill 10 vacant positions on the Young Citizen Jury, which will enable more young people to develop their leadership skills and experience.		Completed
		Deliver two formal leadership programs targeted at disadvantaged and culturally diverse young people, as part of the Youth Development Program	Council continued to deliver ongoing leadership and participation opportunities for young people. Action is now complete and will be delivered as business-as-usual moving forward.		Completed






 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[1-48] Mitigate the impacts of climate change on the health and wellbeing of our disadvantaged communities	Identify and deliver initiatives to help the community avoid the health impact of heatwaves, with a focus on vulnerable population groups	The 'Keep Cool in Darebin' campaign was promoted from January to March. The State Government energy saver bonus was promoted directly to residents and also through Community Service Organisations.		Completed
	[1-49] Partner with our community organisations to support Welcoming Community meals	Partner with community organisations and community groups to support Welcoming Community meals in East Preston and East Reservoir	In collaboration with DIVRS, a community meal sharing and discussing Japanese culture event was held. Donguri cafe provided a Japanese lunch and workshop showing community how to make kimchi and miso soup. The lunch was well attended with 50 participants including East Reservoir/ East Preston residents service providers Latrobe Nursing students and DIVRS supporting community discussions. Many residents commented that they had not tried Japanese cuisine and that they were very interested to learn more about Japanese food and culture.		Completed




 Completed  Not Completed  Deferred  Discontinued

2.0: Prosperous, Liveable and Flourishing


2.1: We will deliver equitable and accessible infrastructure to provide opportunities for our community to live well

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-1] Complete construction, and commence operation of the Multi Sport Stadium in Thornbury	Deliver sporting activities at Narrandjeri Stadium in accordance with the operational management contract	Construction complete. Activation of centre key part of business as usual activities including all abilities - Pickleball; older adults - Walking Basketball; women and girls - Female Futsul; children - Ready Steady Go, and the first Treaty Cup coordinated by Koori Academy Basketball. In November, the Community Shower Access Program commenced and in October, the Queer Sporting Alliance partnership developed resulting in the Queer Sporting Alliance Basketball League.		Completed
	[2-2] Redevelop Reservoir Leisure Centre, incorporating opportunities to enhance health, wellbeing and socioeconomic outcomes	Commence design for the Reservoir Leisure Centre redevelopment, incorporating health, wellbeing and socio-economic outcomes for our community	This action was deferred by Council in quarter 3. Action is planned in 2023-24 to undertake minor renewal works and start scoping longer-term options for the redevelopment and rebuilding of the centre.		Deferred
	[2-3] Invest in the Edwardes Lake Boathouse in Reservoir to support a long-term lease arrangement	Invest in the renewal of the Edwardes Lake Boathouse to attract a long-term tenant	This action has been carried forward into the 2023-24 Council Plan Action Plan to continue to advocate to the descendants of the original owner to remove the restrictive covenants so appropriate renewal works of the boat house can occur. Any infrastructure works to support a tenancy are planned in later years of the 10-year Capital Works program.		Not Completed








 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-6] Expand funded 3-year-old kindergarten	Deliver Year One of the Early Years Infrastructure Plan implementation plan	Council has delivered a number of important early years infrastructure projects this year in partnership with the State Government and early years services including: opening of the new Reservoir East Family Centre; completion of outdoor play upgrades at four kindergartens (these projects were community-led with Council support and funding from the State Government); completion of building renewal works at two kindergarten and child care centres; progress on planning and design for future kindergarten expansions at two sites.		Completed
		Work with the State Government to determine a pipeline of projects to expand our city's kindergarten capacity	Council has collaborated closely with the State Government throughout the year on planning for the expansion of kindergarten capacity in Darebin, with two expansion projects reaching an advanced stage of design. Council will seek to formalise the partnership agreement in 2023-24.		Not Completed
		Partner with the State Government to deliver a new kindergarten and early years hub at Reservoir East Primary School	The Reservoir East Family Centre, co-located with Reservoir East Primary School, was completed and handed over to Council in January 2023. Children started kindergarten at the new service at the beginning of term one. Maternal and Child Health and other early years services commenced in March 2023. Supported Playgroups will be commencing in April 2023.		Completed


 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Support early years services in Darebin to enhance inclusion and equity of participation in three and four year kindergarten programs as they expand	<p>Council supported five early years services in Council buildings to apply for Building Blocks Inclusion grants to make their outdoor play spaces more inclusive for children in 3- and 4-year-old kindergarten.</p> <p>Early years services participated in a network workshop on how to access free and flexible interpreter services through Language Loop to support families.</p> <p>The Culturally and Linguistically Diverse Outreach team supported over 80 families across Darebin this year and connected with families at library story times, immunisation sessions and Polytechnics.</p> <p>The Preschool Field Officers program experienced an increase in referrals, with 95 referrals this year. They have supported services with strategies for inclusion and wellbeing.</p> <p>Communities of Practice have supported services in the development and implementation of their Reconciliation Action Plans.</p> <p>A professional development workshop was held for educators on Child Safe Standards and the Reportable Conduct Scheme.</p>		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-7] Improve physical access for our residents and visitors to Council-owned community buildings - at least five buildings per year	Deliver approximately five building renewal projects to improve physical access for our residents and visitors	Projects are now either completed or have the physical access for residents requirements incorporated / documented in the well-advanced design work. Projects with accessible design features include the Intercultural Centre redevelopment, Northcote Aquatic and Recreation Centre, KP Hardiman Pavilion and John Hall Pavilion redevelopment designs. Nonslip surface coatings were applied to five public toilets as well as lighting and signage upgrades to improve accessibility.		Completed
	[2-8] Commence design work for the construction of Darebin Creek Bridge at Bundoora Park	Begin construction of the new bridge over Darebin Creek at Bundoora Park	The project design is complete. A planning permit has been lodged for the project. Melbourne Water approval has been sought. Council identified the need for Cultural heritage work which will be completed in 2023-24. To allow time for this construction was deferred to future years.		Deferred
	[2-10] Redevelop KP Hardiman Pavilion in Kingsbury	Commence planning and design for KP Hardiman Pavilion redevelopment	The scope of the project has been confirmed and has been informed by consultation with the resident club. The lead design consultant has been engaged and the concept design for the pavilion is complete as per the target actions for 2022-23. The design will be completed in 2023-24.		Completed
	[2-11] Redevelop the Northcote Aquatic and Recreation Centre	Continue construction of the Northcote Aquatic and Recreation Centre	Northcote Aquatic and Recreation Centre is under construction and approximately 90% complete as at June 2023.		Completed
	[2-12] Develop an Integrated Families, Youth and Children Strategy	Develop an Integrated Families, Youth and Children Strategy and implementation plan to replace the current Youth Services Strategy and Early Years Strategy	The development of the Integrated Families, Youth and Children Strategy has been carried forward into the 2023-24 Council Plan Action Plan.		Deferred

 Completed  Not Completed  Deferred  Discontinued







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-13] Rejuvenate and beautify Cheddar Road in Reservoir, in collaboration with stakeholders	In collaboration with Melbourne Water, continue the re-wilding of Cheddar Road to improve biodiversity and amenity outcomes	Following the March community engagement session, Council has prepared the area for planting along the Cheddar Road medium strip. All mulching has been completed and the site is now ready for plant installation. 15,000 plants are programmed to be planted in the coming weeks.		Completed

● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued



2.2: We will design and create public spaces where our people feel safe, welcome, and respected, including improving lighting and safety for people walking, wheeling, cycling and driving

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-16] Investigate and prioritise road safety, accessibility, cycling, walking and wheeling improvements across Darebin by using a Local Area Placemaking approach - where one third of the city is reviewed, with community involvement, each year	Deliver an inclusive engagement program via Your Street, Your Say to identify transport, safety and streetscape improvement priorities (Area B: Bundoora/Macleod, Thornbury East, Northcote East and Fairfield) and provide a recommendations report to Council	Council endorsed Group A concept designs for design and delivery in September 2022. Following the first round of community engagement for Area B (Bundoora/ Macleod, Thornbury East, Northcote East and Fairfield) in January, a prioritised list of draft concept plans is currently being developed. We will ask the community for feedback on this work later in 2023, with final recommendations to Council to follow.		Not Completed
	[2-17] Conduct a community advocacy campaign on key transport priorities, including new bus routes, walking, wheeling and cycling improvements, extension to Tram 11, accessible stops, and the suburban rail loop	In the lead up to the State Government election, advocate for priority local transport safety and accessibility improvements and engage community to help advocate via a local community campaign	Council's advocacy in the lead up to the State election highlighted our priorities, including upgrading the Boldrewood Parade and Broadway intersection, lowering default speed limits and funding and installing a new pedestrian crossing on Station Street and Wingrove Street. The State Government has committed to Tram Stop upgrade design work that will include High Street in Darebin, and recently made safety improvements at the Boldrewood Parade and Broadway intersection.		Completed
	[2-18] Develop and implement a Community Safety Framework	Develop and implement the Community Safety Framework to assist in designing public spaces.	Work on the draft Community Safety Framework has been deferred until 2023-24 to allow a broader and deeper consideration of community safety to inform strategic planning.		Deferred


 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Develop an implementation plan for the Community Safety Framework	This action has been merged into the above action 'Develop and implement the Community Safety Framework to assist in designing public spaces', as per Council Meeting held on 28 November 2022. This action was discontinued in Q2 2022-23.		Discontinued
	[2-20] With State Government approval, reduce the speed limit in more local streets across our city	Apply for further area based speed limit reductions arising from the Your Street, Your Say local area place-making program and other transport investigations	An application for a 40km/h area in West Preston was submitted to the Department of Transport and Planning in March. Additional areas will be progressed in the 2023-24 financial year.		Completed
	[2-21] Continue to implement our Graffiti Management Strategy to prevent, remove and reduce the reoccurrence of illegal graffiti, and support the launch of a graffiti tag app	Investigate graffiti removal partnerships for State Government assets in Darebin, such as rail corridors	Officers continue to report graffiti on assets belonging to other agencies and continue to work alongside them on a long-term solution.		Completed
		Undertake actions to prevent, remove and reduce the recurrence of illegal graffiti	Graffiti has been removed proactively and reactively with requests from residents and through 'snap, send, solve' and also through the introduction of the new graffiti app.		Completed





 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-22] Identify creative opportunities to reflect Darebin's different cultures in the built environment across our city	Deliver two creative projects that reflect Darebin's diverse cultures	<p>As part of FUSE Autumn 2023, a total number of 429 artists participated in 28 events across 5 suburbs over 16 days in 20 venues. Creative project highlights included:</p> <p>The Closing Party (produced by an artist collective) and All The Queens Men. Named as The Last Dance, this event was inspired by the LGBTIQ+ Elders Dance Club and was an inter-generational event designed for the whole LGBTIQ+ and allied community. This was free and attracted 150 audience members.</p> <p>A second creative project was 'The Future Leaders Podcast', a family friendly, three-episode created with children between five and twelve years old sharing their ideas about present-day leadership. Led by local artist and academic, Dr Claudia Escobar Vega (Deakin University), and artist and educator, Jorge Leiva, they worked during 2022 with a group of students from Reservoir Views Primary School.</p>		Completed

● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Support community organisations through the FUSE Fund to deliver creative public events that celebrate culture within the FUSE Festival program	<p>Exquisite Bias was an exhibition of collaborative audio-visual portraits, exploring unconscious racial bias and cultural identity in contemporary Australia. Presented by Delia Poon, Pia Johnson and Melinda Hetzel & Co and held at the Preston Library. Twenty local community members had their portraits taken as part of the exhibition. It opened on 11 March with an artist talk and was visited by many throughout the festival.</p> <p>Thingamabobs by Jens Altheimer was an interactive exhibition full of surprising machines and quirky contraptions. Held at Northcote Community Church on 18-19 March, this was an incredible display of genius. The exhibition was well attended by children and their families, with about 85 people across the two days.</p> <p>Time Distance Music, presented by Colin Offord and Collaborators, was held at Northcote Uniting Church 25-26 March. Seven visionary musicians explored new possibilities for traditional and invented instruments over two five hour concerts.</p>		Completed






 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Deliver two public cultural events, including a Cultural Diversity and Social Cohesion Oration as part of the FUSE festival	The traditional Meet the Makers showcase of local producers and artisans was held at the Preston City Hall on Sunday 19 March 2023, as part of the Autumn FUSE Festival program. It was a significant day within the Preston Civic Precinct as the new Intercultural Centre also launched its new home at 350 High Street on the same day, offering the community a chance to see the new centre, meet staff and join in the cultural offerings of the Meet the Makers event.		Completed
	[2-24] Significantly increase funding to our Roundabout Renewal program across our city	Implement the renewing roundabouts program to provide better amenity, including planting	All works assigned to this task have been fully completed		Completed
	[2-25] Develop a Community Infrastructure Plan to inform Council's decision making on the future of our assets, based on service needs across our city for the next 10 years	Develop area-specific community infrastructure plans, prioritising Preston	A community infrastructure needs assessment commenced, and will continue into 2023-24.		Not Completed
	[2-26] Build new Intercultural Centre at Preston Civic Precinct	Complete construction of the new Intercultural Centre	The project has been completed and is open to the community.		Completed




 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Design and implement new programming opportunities as recommended by the Intercultural Centre Programming Think Tank	Programming has been initiated at the new Darebin Intercultural Centre and is now underway. This includes internal bookings that align with the Programming Framework, such as an Education Network meeting, a job-readiness workshop for Aboriginal and Torres Strait Islander women, and an Action on Disability in Ethnic Communities forum. Programming led by the Intercultural Centre team includes a forum during Refugee Week and a school holiday workshop with First Nations artist Ange Jeffrey. Traditional user groups are still using the Centre, and English Pronunciation Classes led by volunteers are continuing. The processes required to enable programming, such as our first 'partnership' based around health equity, are also being tested and developed.		Completed
	[2-27] Update flood risk assessments across Darebin, and incorporate them into our Darebin Planning Scheme	Undertake flood modelling across Darebin, in partnership with Melbourne Water	Flood maps have been completed in partnership with Melbourne Water for 1% Annual Exceedance Probability (AEP) and the new data has been used to inform flood referrals for planning and building developments.		Completed
		Undertake specialist technical analysis to update flood modelling and mapping related to private land in our city, to account for updated future rainfall forecasts	Flood maps have been completed in partnership with Melbourne Water for 1% Annual Exceedance Probability (AEP) and the new data has been used to inform flood referrals for planning and building developments.		Completed

 Completed  Not Completed  Deferred  Discontinued






H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-28] Continue our Traffic Blackspot Design and Construction Program	Design and construct the annual Blackspot program across Darebin, based on safety priority	Designs for works at Tyler Street/ McColl Street, Reservoir and Belgrove Street/Ovando Street, Preston are complete and ready for construction in future years. The construction of Wood Street/ Laurel Street in Preston is complete. Mitchell Street/ Victoria Street, Preston will be constructed in 2023/24 following the receipt of VicRoads approvals.		Completed
	[2-31] Implement the Reservoir Revitalisation Project	Implement actions as directed by the Reservoir Revitalisation Board	13 of 15 projects funded through the Reservoir Revitalisation Board between 2021 and 2023 have been completed and acquitted. The remaining two projects are to be completed and acquitted by June/July 2023.		Not Completed
	[2-32] Establish an Asset Management Plan for shopping precincts' infrastructure and cleaning	Incorporate service levels for shopping precincts through the review of Asset Management Plans	Service levels for shopping precincts have been included in the Transport Asset Management Plan.		Completed
		Incorporate service levels for shopping precincts through the review of all Asset Management Plans and Cleaning Service Levels	Service Level Agreements (SLA) have been developed and presented to Darebin's major trader associations. These agreements will be created into information sheets and distributed to traders to inform them of key services available and to promote ways to connect with Council. Place Managers will continue to work with trader associations across each of the retail activity centres, to establish a regular and consistent approach to monitor and evaluate the effectiveness of the current agreements and to be proactive in improvements and changes to the delivery of services.		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-33] Advocate to the State Government to increase annual funding for road safety infrastructure, driver behaviour campaigns, and law enforcement, and work collaboratively with other local governments to implement the Victorian Road Safety Strategy 2021-2030	Continue to advocate to the State Government to accelerate the timeline for construction of a safe pedestrian crossing with traffic lights, at the corner of Wingrove Street and Station Street in Fairfield	Council is continuing to advocate to the State Government to seek safety improvements at the Station Street and Wingrove Street intersection in Fairfield.		Completed
	[2-34] Work in partnership to deliver initiatives that improve perceptions of safety and reduce the opportunity for crime	Deliver and support two initiatives that improve perceptions of safety and reduce the opportunity for crime	Community Safety initiatives in HLT Oulton Reserve and HP Zwar Reserve have been completed, and new lighting is contributing to improved perceptions of safety and night-time activation of these parks.		Completed

 Completed  Not Completed  Deferred  Discontinued

2.3: We will facilitate more affordable, social and public housing in Darebin, to meet our community's needs







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-35] Enable and facilitate more affordable and social housing across our city	Conduct an Expression of Interest process to identify potential partners for one or more Council-owned sites suitable for social housing, including exploring options for partnership with Aboriginal Housing Victoria	<p>This project was deferred due to resource constraints.</p> <p>Opportunities to support the development of social housing through other mechanisms and within existing resources are being explored in 2023-24.</p>		Deferred
		Deliver and refine the 'fast track' stream for planning permits that prioritises social housing planning permits and development proposals in Darebin	The Priority Development Application stream has been established and is being used to process affordable and housing social planning permit applications. This action was completed in Q1 2022-23.		Completed
	[2-36] Partner with the State Government to ensure its social and public housing investment meets our community's needs, and creates liveable, connected communities through appropriate design and construction	Facilitate new social and public housing via Council's town planning priority development stream and by implementing actions in partnership with the State Government	Council's Priority development stream has been established and is processing planning permit applications that include social housing outcomes. This action was completed in Q1 2022-23.		Completed

 Completed  Not Completed  Deferred  Discontinued

2.4: We will foster local urban streetscapes and activity centres that connect our community, support economic recovery, and encourage people to live, work and play locally



H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-37] Review to amend the Parking Permit Policy to:(i) to improve access for people with special needs(ii) to allow owners of single lot dwellings that exist on their own Torrens title, the option to have an additional residential parking permit at the same price as current parking permits(iii) to allow single lot dwellings built after December 2004 that are greater than 300sqm property with three or more bedrooms and that exist on their own Torrens title (even if the property was previously subdivided), to have the same entitlements to parking permits as dwellings built before December 2004(iv) to ensure that renovations of a property that is still a single lot on its own Torrens title and is greater than 300sqm with three or more bedrooms are still entitled to parking permits	Undertake community engagement to inform a review and amendment to the Parking Permit Policy	Stage 2 community engagement on the draft parking permit policy was completed in May 2023. An updated policy will be presented to Council in 2023-24 for consideration.		Completed
	[2-38] Through the establishment of our Darebin Nature Plan, increase shade in our business activity centres to support footpath trading	Identify opportunities for additional trees to provide shade in our business activity centres	Tree planting for the current financial year has been completed. This program has seen several hundred trees planted throughout key retail areas and along major arterials throughout Darebin. High Street has seen in excess of 100 new trees planted in streetscapes to enhance amenity and provide additional canopy coverage.		Completed





 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Implement the shade policy	Areas identified as having the highest priority for shade as part of Darebin's shade policy have been prioritised for additional trees. Several hundred have already been planted along major road networks, retail activity centres and parks. Council's shade policy is being used to help identify further gaps and provide a framework for the overall approach to increasing canopy cover in Darebin.		Completed
	[2-39] Keep our business activity centres clean and well maintained, with a focus on reducing cigarette litter	Provide an ongoing Council cleaning and maintenance program for our business activity centres	We continue to monitor and clean our local activity centre assets on a schedule based on the requirements due to people traffic.		Completed
		Provide bins and signage, to increase the correct disposal of cigarette butts litter in activity centres	Bins have been installed and are now operational.		Completed
	[2-40] Develop a policy setting the basis for how Council may permit commercial or private Electronic Vehicle charging infrastructure on our public streets	Commence implementation of Electric Vehicle Policy	Implementation of the Electric Vehicle Policy has commenced, with early work undertaken to support a proposed market-sounding exercise later in 2023. Darebin also participated in a Northern Council Alliance electric vehicle project that helped identify where public charging stations are needed.		Completed
	[2-42] Continue to implement our Street Furniture and Equipment Renewal Program	Deliver street furniture improvements across our city, including bins, seats, bike hoops, and other street asset improvements	All tasks assigned to this action have been completed.		Completed







 Completed  Not Completed  Deferred  Discontinued

2.5: We will invest in services and the built environment to improve access for our residents and visitors

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-43] Create two additional accessible car parking spaces in our city each year	Create at least two additional accessible car parking spaces	The construction of accessible parking bays at Scotia Street (Bell Primary School) and at Enfield Avenue and Link Street is complete.		Completed





 Completed  Not Completed  Deferred  Discontinued

2.6: We will support the human rights, housing and wellbeing needs of our people experiencing homelessness

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-44] Expand our Assertive Outreach Program to support people sleeping rough and experiencing homelessness	Continue to expand our Assertive Outreach Program to support people sleeping rough and experiencing homelessness	The Darebin Assertive Community Outreach (DACO) program continues to be delivered by Merri Outreach Support Services. The service supports people sleeping rough and experiencing homelessness through assertive outreach and providing links to support services. For the year 2022-23, a total of 169 referrals were made to the program, with a total of 47 housing outcomes achieved.		Completed
	[2-45] Expand our Shower Access Program and support access to Council services and programs for people sleeping rough and experiencing homelessness	Promote and expand the Shower Access Program at new locations and provide ongoing support to those experiencing homelessness to access Council services	The Community Shower Access Program was expanded to include the Narrandjeri Stadium in Thornbury. Both venues have been utilised regularly by people experiencing homelessness. Additionally, one new referral agency was added this quarter. The program continues to be promoted by partners to people experiencing homelessness. Between January - June 2023, a total of 68 visits were recorded by registered participants.		Completed
	[2-46] Continue to support the High Risk Accommodation Response (HRAR), focusing on the coordination, support and funding of high risk accommodation settings and the emergency relief sector	Deliver programs that support the wellbeing of residents in High Risk Accommodation and improve their access to Council services	Council has funded Darebin Information, Volunteer and Resource Service to deliver programs that support the wellbeing of residents in public housing, focusing on East Reservoir and East Preston. Council continues to support community organisations to facilitate the delivery of programs and increase access to services.		Completed






 Completed  Not Completed  Deferred  Discontinued

2.7: We will work in partnership to address place-based socio-economic disadvantage and health inequity in East Preston and East Reservoir

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-47] In partnership with the community, deliver four place-based projects each year that respond to local community issues and need	Working in partnership, implement four place-based projects, co-created with the community, that support social inclusion, active living and community safety	To address place-based inequity, the following programs were delivered in partnership with Council. The Darebin Information Volunteers Resource Service and Your Community Health completed outreach to people living in public housing and residents from diverse cultural backgrounds in East Reservoir and East Preston. The Somali Australia Council of Victoria has kept the East Reservoir Community Hub open as an outreach base for community organisations. The East Reservoir Neighbours for Change have continued to be active in their engagement and advocacy in three key areas: Improvements at Arch Gibson Reserve; Reservoir Revitalisation; and, local inclusive engagement with any redevelopment of the Reservoir Leisure Centre.		Completed
	[2-49] Identify opportunities to increase access to low cost and free physical activity in East Preston and East Reservoir	Continue to deliver and grow participation in low cost and free physical activities in East Preston and East Reservoir	The Autumn Get Active in Darebin program ran from April-June 2023 and hosted 18 different activities across Darebin, with more than half delivered within the East Preston and East Reservoir areas.		Completed

 Completed  Not Completed  Deferred  Discontinued


2.8: We will advocate to reduce the harm associated with electronic machine gambling, alcohol and tobacco

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-50] Implement public health approaches to address problematic public drinking, including advocating to the State Government to prioritise health and wellbeing impacts in planning applications, to reduce the saturation of packaged liquor outlets in our city	Undertake two advocacy actions to the State Government, to prioritise health and wellbeing impacts in planning applications, to reduce the saturation of packaged liquor outlets in our city	Throughout the year, Council participated in regional and state-wide networks that work to reduce alcohol-related harm. Council also successfully advocated for state government funding of a project through the Reservoir Revitalisation Board.		Completed
		Conduct a Health and Social Impact Assessment for all applications for packaged liquor outlets in Darebin	Two social impact assessments for packaged liquor outlets were undertaken this year.		Completed
	[2-51] Support partner and local community organisations, groups, and clubs, to deliver initiatives that encourage smoking cessation	Identify partners and support the delivery at least one initiative that encourages smoking cessation	A social media campaign to encourage smoking cessation was delivered in November 2022. The campaign provided information on benefits of quitting, tips on how to quit smoking and available support services. Council continued to conduct proactive visits to businesses to ensure that non-smoking compliance is maintained.		Completed




 Completed  Not Completed  Deferred  Discontinued

2.9: We will focus on our economic assets and recovery to ensure Darebin is a great place to do business




H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-52] Develop an Economic Development Strategy, based on the principles of a circular economy, food, health, renewables, creative and digital industries, jobs of the future, and leveraging partnerships	Finalise the Economic Development Strategy and begin implementation	<p>A Council Briefing Paper addressing a revised timeline to deliver this action was tabled at Council's 19 June 2023 Briefing.</p> <p>Officers proposed to build a new Economic Development Strategy following an Economic Summit series of round tables and events in late 2023. The build phase of the strategy is proposed for January - June 2024.</p>		Deferred
	[2-53] Increase our investment in economic reactivation and recovery initiatives to support existing and new industries, to ensure Darebin's economy is robust and resilient	Implement recommendations in the Reservoir Investment Attraction Plan	Completed and will be progressed as part of business-as-usual activities.		Completed

 Completed  Not Completed  Deferred  Discontinued






2.10: We will leverage investment, partnerships and advocacy to drive Darebin’s growth and sustainability

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-54] Develop and implement an advocacy strategy to: <ul style="list-style-type: none"> • Increase the minimum wage, and increase Job Seeker payments • Partner with other levels of government to lift their commitment to the sustainable economy, particularly in sustainable transport and sustainable skill development • Encourage federal and state governments to invest in the sustainable economy, as major generator of jobs • Secure manufacturing investment in Darebin through the North and West Melbourne City Deal Plan 2020-2040 	Implement the new four year Advocacy Strategy including meeting with local representatives of the new Federal Government to advocate for Council's priorities	The Principal Advocacy and Government Relations Officer joined Council in March. Council has met with several Senators, local MPs and Ministers to discuss and advance Council's advocacy priorities. Council's CEO, Mayor and Officers have attended Northern Councils Alliance (NCA) meetings, and M9 meetings, to drive Council's advocacy agenda, including the La Trobe National Employment and Innovation Cluster. Mayor Williams, joined by Deputy Mayor Cr Newton, Cr McCarthy and Cr Rennie, participated in the National General Assembly of Local Government in June, advancing Darebin's priorities. Advocacy will continue into 2023-24.		Completed
	[2-55] Establish a regional alliance of government, business and community organisations, to drive economic outcomes, including local, social, sustainable procurement	Form a regional alliance to increase procurement spend in Darebin through a compact, involving partners signing onto Council's Social and Sustainable Procurement Policy	In a post COVID context and in the current economic climate, this is not a priority for local businesses and community organisations, as such businesses are not willing to commit to a social and sustainable alliance. As it is not possible to achieve this goal in the current business climate, this goal has been discontinued.		Discontinued

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-56] Continue to implement our Social and Sustainable Procurement Policy to increase the engagement of Aboriginal-led businesses, and focus on job creation for culturally and linguistically diverse peoples, and young people	Host supplier forums, connecting with Aboriginal-led businesses in the Darebin community at least every two months to provide tailored information regarding upcoming procurement	<p>The Kinaway Chamber of Commerce partnership with Council has conducted five progressive bi-monthly meetings over 2022-23. The meetings included aboriginal-led businesses attendance to understand how Council engages, and a forum to raise awareness of upcoming procurement opportunities. In addition to bi-monthly meetings, contractors attend a briefing session on the Northcote Aquatic Recreation Centre redevelopment, resulting in awarding of sub-contracting works to aboriginal-led/local business. A civil works tender briefing resulted in awarding an aboriginal-led contractor for Council's capital works program for the next five years.</p> <p>Council's promotion of local aboriginal-led business has also resulted in Dardi Munwurro (Dardi) organisation, located in Preston, now being a registered supplier to Council. Dardi's programs support Aboriginal men, women and youth to express purpose and develop a vision for their future. Dardi is staffed by local people strongly connected to the Aboriginal community, as well as supported by Community Elders.</p>		Completed
		Drive procurement outcomes that increase local employment opportunities for culturally and linguistically diverse (CALD) peoples, and young people - by integrating our tendering portal to allow CALD peoples/businesses to receive and engage in Council activities	Translated procurement information has been finalised and published and is now available on Council's intranet for CALD communities.		Completed



 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-57] Promote to Darebin businesses the benefits of voluntary adoption of our Social and Sustainable Procurement Policy	Promote to, and educate Darebin businesses about the benefits of Council's Social and Sustainable Procurement Policy through recruitment of a dedicated resource	In the current economic context this is not a priority for businesses and there is not adequate capacity to undertake this work with current financial pressures. Work will continue with northern region partners to promote wider business interest in our aligned Social and Sustainable Procurement Policy through business-as-usual. It is recommended that this action be discontinued.		Discontinued
	[2-58] Build partnerships across all levels of government and the private sector, to attract new industries and investment into Darebin, to support its future growth	Formalise a Memorandum of Understanding with Latrobe University that establishes partnering principles that improve connections with local industry and deliver on the actions agreed to by the Reservoir Revitalisation Board and the Department of Jobs, Precincts and Regions	Further work has been delayed due to competing priorities.		Not Completed
		Implement actions in the Reservoir Industry Attraction Plan and the Darebin Economic Development Strategy	As the actions in the Investment Attraction Strategy will involve multiple Council units, consultation with internal stakeholders has been completed to identify project leads and establish an implementation plan aligned to delivery timeframes. Implementation plan is scheduled to commence in 2023-24 and will span a number of years.		Not Completed
	[2-59] Establish a Darebin Chamber of Commerce (or an equivalent body) to strengthen and support our business community	Establish a Darebin Chamber of Commerce and Industry, including the delivery of an economic summit to understand the diversity, strengths and needs of our businesses	Discussions have occurred regarding progressing the delivery of the economic summit. This project has been deferred and will be delivered in late 2023.		Deferred


 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-60] Catalyse new jobs at scale in Darebin with businesses, new industry attraction and our partners - including Jobs Victoria Advocates - focusing on jobseekers facing multiple employment barriers including culturally and linguistically diverse peoples, young people, women, and Aboriginal and Torres Strait Islander peoples	Partner with external agencies to offer a minimum of two employment events focusing on opportunities for job seekers and businesses	Employment events and workshops held throughout the reporting year include a First Nations Jobs Fair and employment related workshops. Employment training and capacity building opportunities have been delivered and provided specific outcomes to First Nations women through a series of professional development workshops.		Completed
		Maintain a network of employment support services that offer increased opportunity to disadvantaged jobseekers	Industry and employment-focused networks continue to be a focus of Council. Council has engaged with and participated in a specialist First Nations services network and a broader network featuring representatives from local major industry and service-based organisations. The State Government funded program - the Jobs Advocate service - will cease on June 30 due to funding coming to a close. A new service is being offered by Your Community Health in partnership with Darebin Information, Volunteer & Resource Service (DIVRS) that may address some gaps as a result of the closure of the Jobs Advocate Program.		Completed

 Completed  Not Completed  Deferred  Discontinued




H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Support partners to deliver a minimum of one industry-based employment and training pilot program	One industry-based employment and training program was directly delivered by the Jobs for the Future team. This was a First Nations Career Development series that included an introduction to major regional employers. Two further programs were strongly supported by the team, including an Internship Placement Program run by Melbourne Polytechnic. A new internship program led by PRACE adult education centre, intended to support disadvantaged job seekers with a connection to Reservoir, has also been introduced to internal departments within Council with a proposal to support students into the future through work placements and internships.		Completed
	[2-61] Implement measures to increase digital capability for our businesses, including local, regional and global connectivity	Develop a Smart Cities Strategy and establish a roadmap to implementing Smart City priorities, aligned to the 10 year Capital Works Plan	The alignment of the IT Strategy Road Map with the Transformation Business Case also takes into account the organisation's 10-year financial plan. This ensures that the technology initiatives and strategic pillars identified in the Road Map are in line with the long-term financial goals of the organisation. By considering the financial aspects, the Road Map can prioritise investments, allocate resources effectively, and ensure that the technology initiatives contribute to the organisation's financial sustainability and growth over the next decade. This alignment with the 10-year financial plan provides a holistic approach to the organisation's transformation journey, considering both technological advancements and financial viability.		Not Completed

 Completed  Not Completed  Deferred  Discontinued




H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Establish the Internet of Things network and develop a roadmap to utilising the network	Based on the latest review of the Strategic Pillars and the IT Strategy Road Map, this action will be discontinued.		Discontinued

● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued




2.11: We will support, promote, and attract diverse local businesses and industries

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-62] Deliver programs and services to build skills and resilience across a range of industries	Provide a business concierge service to assist businesses with minor permits	Council continues to support businesses with minor permit requests to improve their experience of working with Council. The Better Approvals program continues to work collaboratively with internal departments to provide advice to new and existing businesses. Through this service, 16 businesses have received written permit advice and 21 permits have been processed. Phone and email enquiries are monitored and responded to daily.		Completed
	[2-63] Promote, support, and market Darebin's diverse business community and precincts, including our multicultural businesses and Aboriginal and Torres Strait Islander Businesses	Support and promote Darebin's diverse business community and precincts, including culturally diverse, and Aboriginal and Torres Strait Islander businesses by fostering partnerships and networks that embrace sustainable business, the circular economy and social enterprise	<p>-Bridge Darebin and Moon Rabbit Social Enterprise supported with Energy\$mart heat pump hot water systems, two not for profit organisations/social enterprises and three multicultural organisations had their lights upgraded through our Light\$mart program and one multi-cultural business will have a solar and battery installed via our Solar Saver Program. Contact made (via direct email and/or in-person visits) with over 200 diverse Darebin businesses encouraging them to take advantage of solar, Light\$mart and Energy\$mart upgrade support and rebates.</p> <p>- Five Aboriginal owned businesses are now regular contributing members to Aboriginal and Torres Strait Islander employment network.</p> <p>-Nine Darebin based social enterprises were showcased in public event May '23, videos of which are now available on Council's Youtube channel.</p> <p>-15 local businesses were trained in Mental Health First Aid including those from the not-for-profit, hospitality, retail, community and Allied health sector.</p>		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-65] Implement a Destination Marketing campaign to position Darebin as a natural, cultural and event destination, and including an annual city-wide calendar of events	Develop a four-year Destination Marketing Plan to inform the Economic Development Strategy's future actions	This has been paused due to resource constraints. As at the end of the reporting period, this action is no longer able to be realised due to delays and limited financial resources to deliver quality outcomes. Officers will continue to identify external partnership and funding opportunities to support future strategies tied to visitor economy and experience.		Discontinued
		Deliver one city-wide marketing campaign and support two precinct marketing campaigns	This has been paused due to resource constraints. Promotion of places within Darebin will be undertaken through Council's existing communication and marketing activities, within resource constraints.		Deferred
		Develop a calendar to showcase events and festivals held in Darebin	Following the trial to create a public event page for Christmas activities, steps have been taken to utilise the current Council Events page to promote events and festivals (Council run events only) held in Darebin. Officers continue to promote and utilise the platform.		Not Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-66] Deliver an expanded Activity Centres-focused program that leverages State Government funding to shape our city of the future, including revitalisation, outdoor dining and parklets, shade, cleanliness, pride, place activations and programs, and thriving retail centres	Implement placemaking priorities across the municipality including year two priorities identified in the Retail Activity Centre Improvement Program, permanent parklet opportunities and shopfront activation programs	Business consultation has been conducted to inform businesses of the 100 trees being planted as part of the Retail Activity Centres program and works have commenced. Planning is underway for key placemaking priorities, including Gilbert Rd Regent Village safety lighting project and Miller / Gilbert roundabout creative treatment, and bike parking activations in Northcote and Thornbury. The active windows project is being developed to showcase the Darebin Art Collection in vacant shop fronts across the city. Ongoing support is being provided to current parklet businesses to ensure safety and compliance, including Traffic Safety Audits conducted on all sites. Work is continuing on the development of a Parklet Policy and Design Framework to generate further opportunities to activate Darebin's streetscapes.		Not Completed
	[2-67] Finalise Service Level Agreements with Darebin's four main traders associations to partner in the management of graffiti, maintenance and weeding	Finalise Service Level Agreements with Darebin's four main traders associations to partner in the management of graffiti, maintenance and weeding	Service Level Agreements (SLA) have been developed and presented to Darebin's major trader associations. These agreements will be created into information sheets and distributed to traders to inform them of key services available and to promote ways to connect with Council. Place Managers will continue to work with trader associations across each of the retail activity centres, to establish a regular and consistent approach to monitor and evaluate the effectiveness of the current agreements and to be proactive in improvements and changes to the delivery of services.		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[2-68] Create a portal for our business community to use to connect with each other, collaborate and promote their offerings	Undertake research, including business engagement, to develop an online portal for our business community to use to connect with each other, collaborate and promote their offerings	The current business website is constantly being updated to create a clear, easy to use, more accessible and business-centric webpage, including an updated business map that is being currently rolled out.		Completed





● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

3.0: Climate, Green and Sustainable

3.1: We will adapt to climate change and build the resilience of our community, infrastructure and the built environment, with a focus on our vulnerable communities at risk of fuel poverty, and flooding


H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-1] Through our Solar Saver 4-year program, support solar installation and energy efficiency retrofits for our vulnerable households, including public and social housing, and renters	Finalise the supply contract for Solar Saver	Supply contracts are now in place for the Solar Saver program.		Completed
		Install solar panels or other energy efficiency installs (through Special Charge) for 200 households	112 households have taken part in the Solar Saver program for 2022-23. The Solar Saver program continues to be promoted.		Not Completed
		Achieve 200 bulk buy customers	66 solar systems have been installed through the bulk buy program. Promotions will continue to highlight this opportunity for Darebin residents and businesses.		Not Completed
		Complete ten social housing upgrades	Two social housing installations have been completed. Eleven further households will be delivered in 2023-24.		Not Completed
	[3-2] Review our Climate Emergency Plan, including in-depth engagement with our community	Develop a new Climate Emergency Plan, informed by the review of the existing Plan and in-depth community engagement	<p>A review of the Climate Emergency Plan 2017-22 was completed in July. Community Engagement was undertaken in August, with some focused conversations occurring in April. Technical assessments and analysis were also undertaken.</p> <p>A draft Plan is being prepared to seek further feedback from the community later in 2023.</p>		Not Completed
		Develop a Climate Emergency Plan that has a clear pathway to zero emissions	A technical assessment with options for pathway to zero emissions was undertaken. This will inform a draft Climate Emergency Plan that will be taken to the community for feedback later in 2023.		Not Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-3] Support our community members experiencing fuel poverty, to prevent heating and freezing	Develop and implement initiatives to support the community around climate resilience and energy poverty, and achieve maximum leverage of State Government solar/energy programs	A partnership was established with the Darebin Information, Volunteer & Resource Service (DIVRS) - a local community service organisation - to deliver information and education on energy literacy to low-income households in Darebin via one-on-one conversations and workshops.		Completed
	[3-4] Assess the current and future climate risks facing our community, and identify actions Council and other levels of government can take to provide maximum protection for people, property and the natural environment, in response to the assessed climate risks	Develop a Community Climate Risk Action Plan to be included in the Climate Emergency Plan review	Consultation undertaken in August, along with social research and other focused conversations, is informing a draft Community Climate Risk Action Plan. This will be included in the draft Climate Emergency Plan presented to the community for feedback later in 2023.		Not Completed
	[3-6] Undertake a whole of Council review of existing policies and practices to identify where climate emergency outcomes could be achieved in the areas of mitigation, resilience, education and advocacy	Complete detailed climate risk assessments for at least five service areas, and update relevant policies and procedures	An organisation-wide climate risk assessment was completed in May. This detailed assessment is being used to progressively update policies and procedures.		Not Completed



 Completed  Not Completed  Deferred  Discontinued

3.2: Aim to achieve 12% canopy cover on Council owned and managed land by 2025, prioritising catchment biodiversity and shopping areas

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-7] Through the establishment of our Darebin Nature Plan, continue to deliver the Street Tree Planting Program, prioritising areas without coverage, areas with people experiencing disadvantage, and business activity centres	Continue to deliver the Street Tree Planting Program, prioritising areas without coverage, areas with people experiencing disadvantage, and business activity centres	Council has planted 1000 trees in streetscapes. Planting has occurred equally between northern and southern suburbs in built areas. Trees have been prioritised for planting in areas with less canopy cover and where residents are likely to be more vulnerable to heatwaves. 100 trees were planted along the High Street shopping precinct area. Approximately 4000 newly planted street trees are within their first two years of establishment. These trees have been formatively pruned and watered to give the trees the best chance of becoming structurally sound, with healthy and safe canopy coverage.		Completed
	[3-12] Acquire land to create new parks	Commence acquisition of any appropriate land parcels	Acquisition of three land parcels at Clements Reserve commenced in early 2022-23 and is in the final stages of negotiation. The acquisition is expected to conclude after 1 July 2023.		Completed

 Completed  Not Completed  Deferred  Discontinued

3.3: We will drive significant improvements in water quality and biodiversity across Darebin, designating Edwardes Lake as a flagship project to demonstrate water recreation (in the long term)

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-14] Through the establishment of our Darebin Nature Plan, rehabilitate Edwardes Lake and re-forest Edgars Creek in Reservoir, to achieve significant and measurable improvements in biodiversity by 2025	Successfully partner with Melbourne Water to carry out weed management and revegetation works in Edgars Creek and extend public access through the Melbourne Water-owned reaches of the creek	<p>Melbourne Water and Darebin City Council are working in partnership through the Edgars Creek and Edwardes Lake Task Force to identify areas for revegetation and improvement. Melbourne Water is providing advice and support to improve the low-flow wetland at Edwardes Lake. Planting of 6000 new rewilding plants has begun this planting season in partnership with Friends of Edwardes Lake.</p> <p>Darebin City Council is working with Melbourne Water and Friends of Edwardes Lake to provide feedback and advocacy to prioritise the upper reaches of the Edgars Creek to improve both ecological and active transport connectivity through Reservoir up to Thomastown in Whittlesea. These areas have been prioritised in the Northern Trails Strategy 2022. Conversations with Melbourne Water have begun with advocacy to consider these areas for better public access and connectivity.</p>		Completed

 Completed  Not Completed  Deferred  Discontinued






H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-15] Establish and adequately resource the Edwardes Lake Taskforce to significantly improve the water quality and amenity of Edwardes Lake in Reservoir	Adequately resource the Edwardes Lake Taskforce to meet six times a year and identify initiatives to improve the water quality of Edwardes Lake	The Task Force has completed all required meetings for the year. Darebin City Council hosted the meetings with representatives from Melbourne Water, Yarra Valley Water, Environment Protection Authority, Friends of Edwardes Lake, the Merri Creek Management Committee, Reservoir Frogs Waterwatch and Friends of the Merri Creek. Over the course of the year, each member reported back on progress made by each organisation that contributed to the objectives of the group, including improving water quality, biodiversity, monitoring and caring for Country. Projects underway include Dole Reserve stormwater harvesting project, Wat Ganbo wetland design, the waterway harm prevention program, the litter collection and prevention program, revegetation and habitat creation and ongoing water quality monitoring.		Completed
	[3-16] Advocate with Melbourne Water to secure funding to improve the water quality of Edwardes Lake in Reservoir	Continue positive collaboration with Melbourne Water on mutual goals, including improvements to the water quality at Edwardes Lake	Melbourne Water have continued their commitment to working with Darebin through the Edgars Creek and Edwardes Lake Task Force. Together we are working to improve water quality within waterways. Melbourne Water are funding partners for the delivery of the Dole Reserve Stormwater Harvest Project in Reservoir and have contributed to multiple community planting events along various waterways within the Municipality.		Completed

 Completed  Not Completed  Deferred  Discontinued



H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-17] Partner with our community and stakeholders to advocate to ensure the protection of Strathallan as public land for the long term, and to enable better management of the kangaroo population	Develop and implement the new four year Advocacy Strategy, and 2022 Advocacy Platform, which respectively capture and will guide Council's advocacy efforts around supporting local environmental and sustainability outcomes, including for Edwardes Lake and the protection of Strathallan, to help influence government, non-government and community support	The Advocacy Strategy was adopted in April 2022, and since then, implementation has progressed. A revised Council Plan was adopted by Council in June 23. Over the next financial year, more work will be done on recasting the advocacy strategy and renewing the advocacy platform, and, implementing the Strategy as per the Council Plan.		Not Completed
		Meet with LaTrobe University to explore options to further strengthen long term protections at the Strathallan site	Senior representatives from both organisations have discussed this matter, and a detailed meeting will be organised in the next financial year to progress this issue.		Not Completed

● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

3.4: We will reduce carbon emissions by switching to renewable energy on a large scale for Council buildings and through community focused initiatives







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-18] Progressively install solar panels and batteries, and introduce other energy efficiency initiatives, into our Council buildings	Improve energy efficiency of Council buildings and increase the amount of solar panels installed	Gas heating was replaced with heat pump (electric) technology at City Hall, Preston. A monitoring system was installed to measure both solar generation and water tank usage at the Operations Centre. All solar panel and inverters are checked and cleaned annually to ensure all is working at optimal efficiency.		Completed
	[3-19] Develop and offer to our businesses a Group Power Purchase Agreement	Refine our project scope and offering to Darebin businesses, based on the Market Facilitation Platform proposed by the Department of Environment, Land, Water & Planning and options being developed by other councils	The State Government's Market Facilitation Platform has yet to announce any progress in its offering since its initial consultation process in late 2021. Council provided an offer to Darebin businesses in 2021-22 via a multi-Council program to purchase renewable electricity and this continues to be promoted.		Discontinued
	[3-20] Develop an advocacy strategy to drive community and business use of solar panels and batteries, and other energy efficiency initiatives	Promote uptake of opportunities available to business and households to continue to increase use of solar power and energy efficiency	Council is continuing to promote the Solar Saver program to residents. The monthly Darebin Sustainability News reaches around 5,000 people and shares events, stories and information to support people to take action on the climate emergency. Information on the Solar Saver program is included. In April the 'Go Electric' campaign was launched, to support residents to switch to clean, renewable electricity.		Completed
		Build a partnership supporting the introduction of the first urban renewable energy zone centred around Darebin and the National Employment and Innovation Cluster	A number of meetings with stakeholders helped to progress this agenda. As part of the Climate Emergency Plan (currently in development), Council will progress partnerships.		Not Completed


 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-21] Investigate and establish programs to achieve an increase in the uptake of renewable energy sources by our community and businesses	Implement projects/programs to achieve an increase in the uptake of renewable energy sources by our community and businesses	The Solar Saver program continues to support vulnerable households to install solar on their roofs. Work continues with the Northern Council Alliance to accelerate installations of EV charging stations across the region. The Electrify Everything campaign is being promoted that provides information to support residents and businesses with information about the benefits of getting off gas.		Completed

● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued

3.5: We will reduce waste and stimulate a local circular economy, where waste resources are re-used rather than discarded

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[3-22] Develop a plan to respond to new State Government requirements for contaminated land	Develop and implement a management plan to respond to new State Government requirements for contaminated land	The Contaminated Land Management Framework Project is nearing completion. The final stages of this project will be completed in 2023-24.		Not Completed
	[3-24] Undertake waste reform and take action towards establishing a circular economy	Successfully deliver additional food and green waste bins and a supporting education campaign to reduce food and green waste going to landfill	A council-wide green bin rollout was completed in July 2022. An education campaign was delivered across Darebin from July to December, with a range of activities such as social media communications, newsletter articles and public-facing events.		Completed
		Develop Food Organic and Garden Organics (FOGO) options for Multi-unit developments (MUDs)	A project to pilot a food organic and garden organic recycling program in six multi-unit developments is underway. Results will be available in early 2023-24. The findings of the trial will inform longer-term options for organics recycling in these types of properties.		Not Completed
	[3-25] Undertake waste charge reform in response to changing legislation and future operational requirements	Implement Waste Charge Reform outcomes	The Waste Charge Reform has been implemented during Q1, including concession rates. These waste charges have also been incorporated into Council's Financial Hardship Policy to help reduce any financial burden on the community. This action was completed in Q1 2022-23.		Completed
	[3-26] Reduce the impact of illegal dumping in our city	Review Council's response to illegal dumping to identify opportunities to improve effectiveness	Process and litter prevention is in place and all remaining matters are now operational requirements.		Completed

 Completed  Not Completed  Deferred  Discontinued





4.0: Responsible, Transparent and Responsive





4.1: We will ensure balanced and responsible financial decision making that meets the needs of our community now and into the future




H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-1] Plan for adjustments in waste services due to the landfill levy and landfill gate fee increases (from 1 July 2021)	Plan for adjustments in waste services due to the landfill levy and landfill gate fee increases	Introduction of the waste charge has removed this risk.		Completed
	[4-2] Develop and implement an Advocacy Framework and four year Advocacy Plan, informed by our Council Plan priorities, aimed at influencing public policy change and attracting support and funding for our priorities	Implement Council's Advocacy Strategy with a focus in 2022 on securing support from candidates ahead of the State Government election, and in 2023 on advocacy for strategic policy reform at Federal level in regards to cost of living, housing, equity and inclusion, and renewable and circular economy	Council has progressed engagement on policy reform at the Federal level. Cost of living discussions have occurred with the Chair of the Select Committee for Cost of Living, along with other members of the Senate committee inquiry. In addition to meetings, Council has made a submission to the inquiry. Ongoing advocacy work has also occurred with Darebin Zero finalised. Council is progressing through its review of the Climate Emergency Plan, which will include how best to progress Council's advocacy around the climate emergency. Lastly, Council is engaging in the Container Deposit Scheme implementation as part of Council's commitment to improving our circular economy.		Completed
		Confirm Council's 2023 advocacy platform in alignment with the 2023 Mayoral election	Since the appointment of the new Principal Advocacy and Government Relations Officer, Council has focused on cost of living, functional zero, homelessness, social and affordable housing and obtaining more financial grants to support a number of Council delivery projects. In that time, Council has made one State inquiry submission, and one Commonwealth inquiry submission, both of which aligned with the 2023 advocacy platform.		Completed

 Completed  Not Completed  Deferred  Discontinued






4.2: We will ensure our assets are optimised for the benefit of our community

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-5] Review our Asset Portfolio, to ensure maximum benefit for our community is being realised, including the occupancy of unused and under-utilised Council buildings	Present the Property Strategy to Council for adoption by September 2022	An external consultant has been engaged to develop the Property Strategy, with commencement delayed due to the work required to establish condition reports on Council's properties. A draft Property Strategy is expected to be reported to Council in 2023-24 and oversight reporting on this action will be provided to Council through Quarterly Council Plan Action Plan reporting until completed.		Not Completed
		Secure tenant occupancy and use of the Edwardes Lake Boathouse	This Action is on hold due to a restrictive covenant limiting the use of the land and the impact this would have on securing a viable tenancy. This covenant was discovered in late 2022. Work has been undertaken to establish design concepts for the Boathouse and a plan for an expression of interest for a tenant, all of which is subject to the removal of the covenant by the Estate of Edwardes, as the individual that gifted this land to Council. This action is planned to continue into 2023-24.		Not Completed
		Progress work toward realising the future of the former Reservoir Police Station at 25 Edwardes Street, Reservoir	Council and Victoria Police have reached agreement on compensating Council for the cost of demolition, in lieu of demolition in this quarter. With the matter of demolition resolved and the extension to the building to be retained, an expression of interest has been undertaken to determine interest in the future use of the former Reservoir Police Station. Assessment of the EOI will be informed by the priority needs and outcomes for the community. The outcome of the EOI will be reported to Council upon conclusion of the assessment for noting.		Completed



 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Progress work toward realising the future of the former Reservoir Library site	The former Reservoir library, together with the adjoining car park, has been identified to be a potential development site to enhance this precinct as a major activity centre. Council proposes to undertake work to develop a plan for this site to understand its development potential to deliver community-based services. This action remains a priority and has been included in the 2023-24 Action Plan to progress. The library remains unoccupied due to it not being fit for occupation.		Not Completed
		Undertake an Equity Impact Assessment of the Property Strategy in line with Council's policy and commitments to equity, human rights and diversity	Development of the Property Strategy has been delayed compared to original plans (see Action 4-5 Present the Property Strategy to Council for adoption by September 2022) however undertaking an Equity Impact Assessment will be done as a key part of this work.		Not Completed
		Improve access to and participation in Council spaces and services by under-represented and disadvantaged communities	A Property Framework has been established and a Lease and Licensing Policy prepared to improve access to Council's properties through lease and licensing arrangements held by, or that support through community outcomes, under-represented and disadvantaged communities. Council has also opened the new Intercultural Centre as a welcoming space for all and Council's established approach to Equity Impact Assessments continues to strengthen access and removal of barriers to those under-represented or disadvantaged across a range of services.		Completed

 Completed  Not Completed  Deferred  Discontinued







H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-6] Explore opportunities for Council owned and managed land (including airspace) to be used as temporary housing for people at risk or who are experiencing homelessness	Undertake work to increase temporary housing through Council properties	The community housing project on Town Hall Avenue, Preston is almost completed and will provide a level of affordable housing. The Kids Under Cover arrangement has also been renewed to provide temporary housing for young people. Future opportunities that are being explored include the potential of the former Reservoir Library site and existing lease arrangements with housing providers on Council properties. Temporary housing spaces have been maintained and not increased in this financial year and will continue through business as usual activities embedded through the Property Strategy.		Completed
	[4-7] Conduct an audit of the users of Council spaces and services, and develop strategies to increase the participation of underrepresented groups in our community	Design and implement an audit of services and venues to establish a baseline dataset of participation and identify under-represented groups	In this quarter, Council has undertaken an audit of the users of Council's property portfolio (excepting sporting seasonal licenses). Council will use this information to identify under-represented groups. This work is expected to be completed in Q1 2023-24.		Not Completed
	[4-8] Develop specific strategies to increase the participation of under-represented groups and develop responses to support greater inclusion where audit data collected indicates low participation rates	Develop specific strategies to address participation of underrepresented groups and support greater inclusion where there are low participation rates to be included in the Cultural Diversity Action Plan	Data collection and mapping of existing services and infrastructure has continued in Q4 through the Welcoming Cities Accreditation. This work will be complementary to and support and inform the draft Cultural Diversity Action Plan in 2023-24.		Not Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-9] Explore the opportunities to offer a Council building space each year to one community group or organisation, to promote cultural diversity	Implement the adopted Property Strategy with regard to optimising Council properties through the leasing and use of Council properties	Development of the Property Strategy has been delayed compared to original plans (see Action 4-5 Present the Property Strategy to Council for adoption by September 2022) however work has been done to draft a Leasing and Licensing Policy which will assist in optimising use of Council Properties. In 2023-24 this draft Policy will be considered by Council followed by community engagement before a Policy is established.		Not Completed
	[4-10] Improve delivery of our services to our community by developing an Asset Management Plan for Open Space, establishing a level of service for each class of our assets, and collecting data on our drainage assets	Establish service levels for each class of asset	The Transport Asset Management Plan encompassed both community and technical levels of service. The draft Open Space Asset Management Plan, which has undergone stakeholder review, has highlighted gaps in its Service Levels. These gaps will form part of the Improvement Plan for this asset. Levels of Service will be reviewed as part of the development of the Cultural Arts, Drainage and Building Asset Management Plans.		Not Completed



● Completed
 ● Not Completed
 ● Deferred
 ● Discontinued


4.3: We will transform our services and service delivery models to ensure they meet the current, emerging and future needs of our community

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-12] Transform our models of service delivery through service reviews, to improve and ensure accessibility and consistency of our customer experience	Undertake year one of the three-year Service Review Program	The review of building services is progressing well. The additional service reviews have now been clarified as a result of reviewing the Council Plan, long-term financial plan, 2023-24 Budget and establishment of the draft Organisational Strategy. As a result, targeted service reviews will commence in 2023-24.		Not Completed
	[4-13] Develop a Communications Strategy that ensures our printed and digital publications feature images of people that reflect the diversity of our community, and that our Darebin Community News includes a diverse mix of language and cultural content	Develop a four year Communications Strategy that ensures strategic planning of effective and reflective communications across our diverse community	A Communications Plan has been completed and implementation is underway.		Completed
		Implement actions in the Communications Strategy	The strategy is now in the implementation phase and this will continue into 2023-24 and beyond.		Completed
	[4-15] Develop a Leisure Strategy for our city	Develop a Leisure Strategy for our city, informed by community consultation and engagement with key community stakeholders	Development of the Leisure Strategy resumed in December 2022 but was paused due to higher priorities. Officers will recommence this work in 2023-24 for completion in 2024-25.		Deferred
	[4-16] Undertake a review of the General Local Law	Develop a proposal for improvements to the General Local Law including consultation with community.	Preliminary research and review were undertaken. Project completion was deferred to 2023-24, to allow resources to be focused on operational priorities.		Not Completed






 Completed  Not Completed  Deferred  Discontinued

4.4: We will ensure major changes in our city achieve significant improvements in our City




H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-17] Support our community and businesses during the construction phase of the Preston Level Crossing project	Minimise the impact to community and businesses during the construction phase of community areas and roads surrounding the Preston Level Crossing	Council has continued to support and advocate on behalf of residents impacted by the Bell-Preston level crossing removal project on fencing, overlooking and other issues.		Completed
		Assess quality of construction of community spaces and Council assets constructed as part of the Preston Level Crossing to ensure that they meet the design requirements and minimise future costs	Council continues to work with the Level Crossing Removal Project (LXRP) to ensure open space and other assets are delivered to a high standard. The construction and delivery of landscaping and open spaces created through the Bell-Preston level crossing removal were completed in early 2023.		Completed
		Review and advocate for good designs and planning decisions for the Keon Park Level Crossing Removal Project	Council continues to advocate for good design and support for local businesses impacted by the upcoming works.		Completed
	[4-18] Protect Preston Market, including advocating Council's position to the State Government during its planning consultation process, and working with our community to advocate for the strongest possible planning controls and Protections	Advocate to protect Preston Market, including advocacy to the State Government, public communications and representing Council through the formal planning process	Through the State Government planning process, Council advocated to protect the Preston Market. The culmination of these efforts was the Standing Advisory Committee (SAC) report, released in April, which recognised the market's heritage significance and recommended that the Victorian Planning Authority (VPA) structure plan, framework plan and zoning controls be revised to reflect this. The Minister for Planning has publicly supported the heritage findings of the SAC report, stating that "New planning controls, including a Heritage Overlay, will now be introduced to protect Preston Market's heritage and put beyond any doubt the importance of the market to the community."		Completed

 Completed  Not Completed  Deferred  Discontinued




4.5: We will improve the sustainability, accessibility, and design of development on private land in our city

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-19] Progressively improve our Darebin Planning Scheme, establishing a new Municipal Planning Strategy and undertake two new major planning reform projects	Continue to advocate for the community vision in the translation of the Darebin Planning Scheme into the State Government's new Planning Policy Framework, and meet Council's statutory obligation to complete this translation	The draft policy translation of the Planning Scheme into the new state format was finalised and endorsed by Council in May. The translation was prepared through a series of thorough reviews to ensure that local policy content is retained in the new format. The State Government will progress the planning scheme amendment to introduce the changes.		Completed
		Commence work to improve local economic development and help achieve 20 minute neighbourhoods by investigating Darebin's Activity Centre Hierarchy	Analysis of Darebin's Neighborhood Activity Centres (smaller shopping and business precincts) is complete. Council has appointed an economic consultancy to help establish a hierarchy of activity centres and drive economic activity and growth of employment. A draft report has been received and is being finalised.		Completed
		Respond to development pressure at the Northland Shopping Centre to ensure good planning of the site and wider precinct and that any planning provisions are appropriate and achieve community, transport, environmentally sustainable development, social housing and local economic outcomes	Council has responded to the development pressure at Northland Shopping centre by commissioning and undertaking strategic investigations into the East Preston activity centre. A Structure Plan and Transport Study are underway with drafts due for completion by August 2023.		Completed
	[4-20] Review our Housing Strategy and planning zones including engaging with our community on where housing and development should be, and strengthening neighbourhood character provisions	Prepare and undertake community consultation on the draft Housing Strategy and Neighbourhood Character Study	Additional strategic work is being undertaken to strengthen the evidence base for the draft Housing Strategy and Character Study. The draft Housing Strategy and Neighbourhood Character Study and an additional supporting background document are being drafted.		Not Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
	[4-21] Advocate for higher and mandatory Environmentally Sensitive Design (ESD) standards in building and planning controls	Advocate for stronger planning provisions for higher energy efficiency standards, including in collaboration with other Councils and via the Council Alliance for a Sustainable Built Environment (CASBE)	Council submitted a planning scheme amendment for 'Elevating Environmentally Sustainable Design Targets and Zero Carbon Development' to the Minister for Planning to authorise in mid-2022 alongside 23 other participating Councils, led by the Council Alliance for a Sustainable Built Environment (CASBE). The Minister has yet to authorise the amendment. Council, together with the group of councils and CASBE, are continuing to advocate for the progression of the amendment.		Completed
	[4-22] Complete major planning reform work to: <ul style="list-style-type: none"> • Introduce an open space levy to fund open spaces in our city • Introduce a Developer Contributions Scheme to help fund infrastructure for our growing population • Establish Heidelberg Road Corridor controls • Establish Thornbury Park Heritage Estate controls 	Seek an interim open space levy increase while progressing work to permanently increase the open space levy	Council remains committed to increasing the supply of open space in Darebin. In September 2022, Council resolved to commence a new planning scheme amendment to enable an interim 5% open space contribution rate. Work has progressed on options for delivering the interim amendment in 2023-24. It is anticipated that Council will consider a report before the end of 2023, seeking authorisation to commence the amendment.		Not Completed
		Continue to prepare and implement planning provisions for the Heidelberg Road corridor, including heritage, land use and urban design	Heritage controls for the Heidelberg Road corridor were approved by the Minister for Planning in December 2022 and have been introduced in the Darebin Planning Scheme. Further strategic work to guide land use and urban design settings will not progress in 2023-24 due to other budget priorities.		Completed

 Completed  Not Completed  Deferred  Discontinued

H&W	Strategic Action	Action	Comments	Status	Status Explanation
		Continue to prepare and implement planning provisions for the Thornbury Park Estate Heritage Precinct	Amendment C191dare was submitted to the Minister for Planning for approval in December 2022 and is currently under consideration. Implementation of the proposed planning provisions is subject to the Minister's decision, which is anticipated by October 2023.		Completed
		Respond to State-led planning scheme amendment and planning processes that arise for key strategic sites within the municipality to ensure a planning outcome that aligns with Council 's policies	The Standing Advisory Committee's report for Preston Market, released on 3 April, recognised the market's heritage significance. Council made a submission to the State Government led amendment relating to 16-20 Dumbarton Street, Reservoir and will present Council's position at the Standing Advisory Committee hearing in July 2023.		Completed
	[4-23] Complete our Central Preston Structure Plan	Prepare a draft Central Preston Structure Plan for Council consideration	Draft technical studies to inform the Structure Plan have been provided in relation to the built form, economic analysis and heritage assessment, as well as internal workshops. A draft of the Structure Plan and Activity Centre Zone controls will be delivered by July 2023, and a final draft by August 2023.		Not Completed

 Completed  Not Completed  Deferred  Discontinued

CAPITAL WORKS

Project by Asset Class	Delivery Due Date	Status	Project Status Comments
Buildings			
John Hall Pavilion Design	Multi-year Project	●	Completed the work as planned for 2022/23
Northcote Aquatic and Recreation Centre	Multi-year Project	●	Completed the work as planned for 2022/23
Building Renewal Program	30-Jun-23	●	The Building Renewal Program was delivered in 2022/23. Key projects included renewal of roofs at Clyde Street Community Centre and Pitcher Park Pavilion, renewal of kindergartens at Clifton Street, Northcote and Thornbury and enhancements to other community facilities like Edwardes Lake Netball Pavilion and Donald Street Community Centre.
Reservoir Leisure Centre Design	30-Jun-23	●	Project is placed on hold.
Darebin Resource Recovery Retaining Wall	30-Nov-23	●	Project is completed.
Bill Lawry Oval Pavilion	Multi-year Project	●	Council resolved not to construct the Bill Lawry Oval Pavilion redevelopment project in light of financial pressures.
Catalyst Project - Preston Civic Precinct (includes Intercultural Centre)	31-Jan-23	●	Project is completed.
Merri Community Child Care and Kindergarten	Multi-year Project	●	Completed the work as planned for 2022/23
Reservoir East primary School Kindergarten	31-Jan-23	●	Project is completed.
Bridges			
Darebin Creek Bridge	30-Jun-23	●	Project is completed.
Harding Street Bridge Replacement Design	30-Jun-23	●	Council is undertaking this project in collaboration with the City of Merri-bek. Design has been delayed due to procurement challenges and officers at Merri-bek are working to resolve this issue.
Bridge Guardrail Renewal Program	30-Jun-23	●	Project is completed.

● Completed
 ● On Track
 ● Delayed
 ● Off Track
 ● On-hold/ Discontinued

CAPITAL WORKS

Project by Asset Class	Delivery Due Date	Status	Project Status Comments
Drainage			
Drainage System Renewal and Upgrade Program including WSUD and Reactive Works	30-Jun-23	●	Project is completed.
Kerb and Channel Renewal Program	9-Jun-23	●	Project is completed.
Stormwater Pipe Relining Program	30-Jun-23	●	Project is completed.
Footpaths & Cycleways			
Pit Lid Renewal Program	30-Apr-23	●	Project is completed
Safe Travel, Walking and Cycling Transport Program	30-Jun-23	●	Project is completed
Shared Path - Parks Renewal Program	31-May-23	●	Project is completed
Information Technology			
IT Improvement Program	30-Jun-23	●	Most of the tasks planned for the FY22-23 for IT Improvement have been completed. Some activities related to Darebin Library Technical Action Plan are in progress and will be completed before end of 2023.
IT Infrastructure Upgrade Program	Multi-year Project	●	IT Infrastructure upgrade program is progressing as planned and is on track to be completed in the Q1 of FY 2023-24. Key milestones completed in FY22-23 include network upgrade for major sites within the council and successfully setting up the IT Disaster Recovery on the cloud.
Land			
Land Acquisition to Create New Parks	30-Jun-23	●	Awaiting receipt of the draft Contract of Sale from the Department of Transport for Council's review for the purchase of three parcels of land at Clements Reserve, Reservoir.
Libraries			
Library Collections	30-Jun-23	●	Project is completed.

● Completed ● On Track ● Delayed ● Off Track ● On-hold/ Discontinued

CAPITAL WORKS

Project by Asset Class	Delivery Due Date	Status	Project Status Comments
Parks, Open Space & Streetscapes			
Northcote Golf Course Works - Capital Works	30-Jun-23	●	Preliminary design work is completed, and project will be completed in late 2023.
Open Space Improvements Program	30-Jun-23	●	Project is completed.
Monument Celebrate Darebin's Migration Story	Multi-year Project	●	This project did not commence this financial year. Discussions are currently underway regarding the prioritisation of this project.
WH Robinson Reserve Cricket Nets Design	30-Jun-23	●	Project is completed.
Streetscape Improvements Covid Recovery	30-Jun-23	●	Project is completed.
Contaminated Land Remediation	Multi-year Project	●	Works are underway to relocate underground fuel tanks at the Operations Centre and Bundoora Park to above ground as required by the Environmental Protection Agency. Due diligence investigations are underway with design work to follow.
Community Safety Upgrades Program	30-Jun-23	●	Project is completed.
Irrigation Upgrades and Renewals Program	30-Jun-23	●	Project is completed.
Oval and Sportsground Renewal and Upgrade Program	30-Jun-23	●	Project is completed.
Park Asset Renewal Program including Drinking Fountains	30-Jun-23	●	Project is completed
Playspace Renewal Program	30-Jun-23	●	Project is completed
Sportsground Sub-surface Drainage	30-Jun-23	●	Project is completed
Synthetic Cricket Wicket Installation Program	30-Jun-23	●	Project is completed

● Completed ● On Track ● Delayed ● Off Track ● On-hold/ Discontinued

CAPITAL WORKS

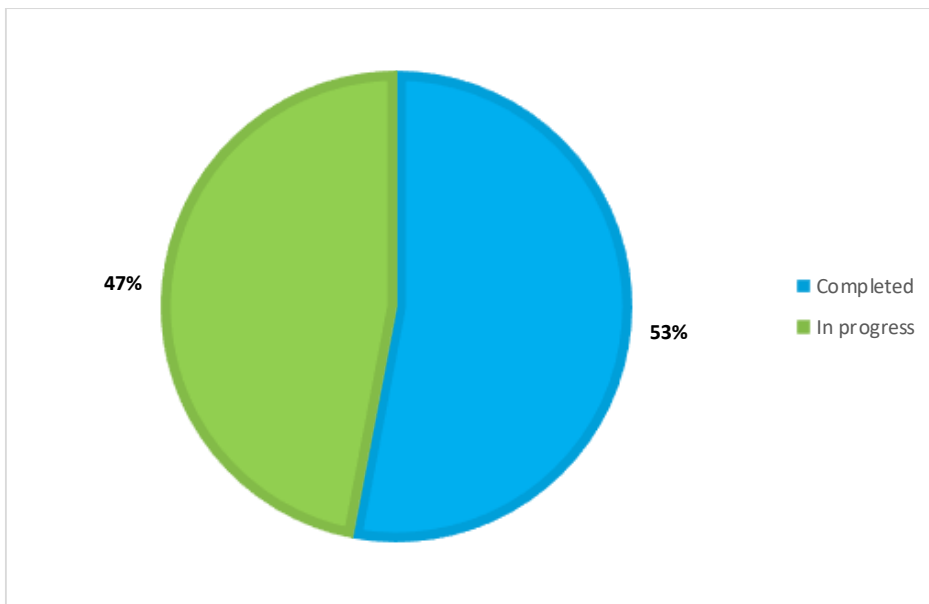
Project by Asset Class	Delivery Due Date	Status	Project Status Comments
Plant, Machinery and Equipment			
Vehicular Plant Replacement Heavy Vehicle	30-Jun-23	●	Project is completed
Vehicular Plant Replacement Light Vehicle	30-Jun-23	●	Project is completed
Arts Venue & Hubs Plant & Equipment Program	30-Jun-23	●	Project is completed
Replacement of Mobile Garbage, Green Waste and Recycling Bins Program	30-Jun-23	●	Project is completed
Youth Services Asset Renewal Program	30-Jun-23	●	Project is completed
Recreation, Leisure & Community Facilities			
Sportsfield Lighting Renewal Program	30-Jun-23	●	Project is completed
Roads			
Accessible Parking Bays	30-Jun-23	●	Project is completed
Blackspot Design and Construction Program	1-Dec-23	●	One traffic signal project has been completed at Wood Street/ Laurel Street in Preston. The second project at Mitchell Street/ Victoria Street work is underway and will complete construction by late 2023.
Right of Way Rehabilitation Program	30-Jun-23	●	Project is completed
Road Rehabilitation Design & Construction Program	30-Jun-23	●	Project is completed
Roundabout Renewal Program	31-May-23	●	Project is completed
Road Resurfacing Program	30-Apr-23	●	Project is completed

● Completed ● On Track ● Delayed ● Off Track ● On-hold/ Discontinued

STATUS OF COUNCIL RESOLUTIONS

For Q4, 47 resolutions were made through Council and Planning Committee meetings, 25 (53%) have been completed and 22 (47%) are in progress. Due to the complexity of some of the resolutions, they may span multiple years and can be superseded or updated as the initiatives progress.

Status of Council Resolutions



In comparison to Q3, Q4 has increased by 10 Council Resolutions. The table below provides a comparison table:

Quarter	In Progress	Completed	Total
Q1 (July – Sept 2022)	12 (33%)	24 (67%)	36
Q2 (Oct – Dec 2022)	24 (57%)	18 (43%)	42
Q3 (Jan – March 2023)	23 (62%)	14 (38%)	37
Q4 (April – June 2023)	22 (47%)	25 (53%)	47



CITY OF DAREBIN

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888 F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au



National Relay Service
relayservice.gov.au

If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service.



Speak your language
T 8470 8470

العربية	Italiano	Soomalii
繁體中文	Македонски	Español
Ελληνικά	नेपाली	اردو
हिंदी	ਪੰਜਾਬੀ	Tiếng Việt

86

9.3 DRAFT BORROWING POLICY**Author:** Interim Chief Financial Officer**Reviewed By:** General Manager, Governance and Engagement**EXECUTIVE SUMMARY**

The purpose of this Report is to seek Council approval of the new Borrowing Policy that aligns to the 2023/24 Annual Budget and the 2023/24 – 2032/33 Long-Term Financial Plan as adopted by Council on 26 June 2023.

Officer Recommendation**That Council:**

1. Note that the draft Borrowing Policy incorporates feedback provided by the Audit and Risk Committee; and
2. Adopts the Borrowing Policy at **Appendix A**.

BACKGROUND / KEY INFORMATION

In October 2019, Council adopted the Ten-Year Capital Works Funding Strategy that ultimately was incorporated in the Long-Term Financial Plan created for 2021-2031 both in terms of the Capital Works program and the level of borrowings, both in total and for specific projects within the program.

In June 2021 Council adopted the Ten-Year Financial Plan. This incorporated a Borrowing Strategy section that stated the following:

“5.1 Borrowing Strategy**5.1.1 Current Debt Position**

The total amount borrowed as at 30 June 2021 is \$Nil.

Council is proposing to access debt funding to complete a range of major infrastructure projects including the construction of the Northcote Aquatic & Recreation Centre, the Reservoir Leisure Centre and a Global Learning Hub.

5.1.2 Future Borrowing Requirements

The following table highlights Council’s projected loan balance, including new loans and loan repayments for the 10 years of the Financial Plan.

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Opening balance	0	0	7,942	33,047	44,916	40,486	40,906	65,566	67,435	76,652	65,568
Plus New loans	0	6,000	26,000	15,000		5,000	30,000	30,000			10,000
Less Principal repayment	0	(58)	(895)	(3,131)	(4,430)	(4,580)	(5,340)	(6,131)	(10,763)	(11,084)	(11,465)
Closing balance	0	7,942	33,047	44,916	40,486	40,906	65,566	67,435	76,652	65,568	64,103
Interest payment	0	(18)	(269)	(905)	(1,160)	(1,068)	(1,129)	(1,772)	(2,269)	(1,969)	(1,663)

5.1.3 Performance Indicators

The following table highlights Council's projected performance across a range of debt management performance indicators.

Performance Indicator	Target	Forecast/Actual										
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	%	%	%	%	%	%	%	%	%	%	%	%
Total borrowings / Rate revenue	Below 60%	0%	5%	20%	26%	23%	23%	36%	46%	42%	35%	33%
Debt servicing / Rate revenue	Below 5%	0%	0%	1%	1%	2%	2%	2%	3%	4%	4%	4%
Debt commitment / Rate revenue	Below 10%	0%	0%	1%	2%	3%	3%	4%	5%	7%	7%	7%
Indebtedness / Own source revenue	Below 60%	1%	6%	19%	25%	22%	21%	32%	44%	37%	30%	28%

Council maintains its loan borrowing within prudent and management limits as demonstrated by the following performance indicators.

Total borrowings / Rate revenue

Performance – describe how the ratio performs against the target over the life of the Financial Plan.

Debt servicing / Rate revenue

Performance – describe how the ratio performs against the target over the life of the Financial Plan.

Debt commitment / Rate revenue

Performance – describe how the ratio performs against the target over the life of the Financial Plan.

Indebtedness / Own source revenue

Performance – describe how the ratio performs against the target over the life of the Financial Plan.”

Since October 2019, COVID-19 and other significant changes to economic conditions both within Australia and globally have changed Council's operating environment. Most significantly, in terms of borrowings and Council's capacity to repay both debt and interest, the Reserve Bank of Australia has increased the Cash Rate twelve times from May 2022 to June 2023 from a rate of 0.1% to 4.1%.

The other significant economic change driving the change to the cash rate has been the inflationary pressures in Australia, that have also impact Council's operating and capital construction costs that far exceed the level of Council Rates increase as allowed under the Rates Cap mechanism.

As a result, Council has undertaken a mid-term review of the Long-Term Financial Plan to adjust the level of the Capital Works program and the Operating projects to deliver the Council Plan along with its requirements and capacity for new borrowings from 2023/24 onwards.

Several Councillor Briefings have been held since February 2023 to inform the updated Long-Term Financial Plan 2023/24 – 2032/33 and well as outlining the following key areas to address in the Borrowing Policy:

- Purpose of borrowings

- Alignment of borrowings to Council's Risk Appetite
- The impact of borrowings on Council's financial performance, position and cash flows
- The outcome of any borrowings in terms of Financial Sustainable indicators

The key takeaways from these discussions was for the Policy to demonstrate:

- how both short and long-term borrowing impacts would be considered and monitored;
- the alignment to Council's risk appetite;
- for what purpose borrowings should be considered;
- considering revenue generating Capital Projects with an Integeneration benefit; and
- to consider both proactive Climate Resilience Infrastructure and reactive Natural Disaster funding.

Previous Council Resolution

At its meeting held on 28 June 2021, Council resolved:

'That Council:

- (2) *In accordance with section 91 of the Local Government Act 2020 adopts the Financial Plan 2021-2031 (Appendix B) including updates to reflect any consequential changes to the Budget 2021-22 and revokes the Strategic Resource Plan 2020-2024 and Ten Year Capital Works Plan 2020-21 to 2029-30;*
- (3) *In accordance with section 93 the Local Government Act 2020 adopts the Revenue and Rating Plan 2021-2025 and revokes the Rating Strategy 2014 and Fees and Charges Policy 2014 (Appendix C);*

At its meeting held on 14 October 2019, Council received a report on the Ten Year Capital Works Funding Strategy and resolved:

'That Council

- (1) *Endorses the use of borrowings for the ten-year capital works funding strategy in accordance with the following borrowing principles:*
 - a. The purpose for the borrowing is consistent with Council's strategic objectives as detailed in the Council Plan.*
 - b. Any borrowings will be considered carefully in accordance with sound financial management principles and the ability of Council to meet the relevant prudential requirements for borrowing set out by State Government.*
 - c. Borrowing is undertaken only when Council's Long-Term Financial Plan shows that debt management obligations can be fully met over the life of the loan.*
 - d. Loan funds are drawn only at the time when required and for the amount that is required.*
 - i. Expenditure will be made using working capital during the financial year with borrowings entered into towards the end of the financial year.*
 - ii. The amount drawn down will not exceed funding requirements.*
 - e. Management of borrowings will focus on sound cash management practices in that Council will not borrow at higher interest rates when unrestricted funds are invested at lower interest rates.*

- f. The nature of any borrowings (short or long term) and the interest rate (fixed or variable) will take into account the purpose of the borrowings and seek to minimise interest rate exposure.*
 - g. Borrowing does not increase the amount of money available to spend but does allow a higher level of expenditure in a given year, which must be repaid with interest through a reduction of expenditure in future years.*
 - h. Borrowing is not to be used to finance ongoing recurrent operational expenditure.*
 - i. Where borrowing is associated with the construction or purchase of an asset, the term of the loan is not to exceed the useful life of the asset.*
- (2) Notes that Council will receive a Borrowing Policy based on the principles of this report including that borrowings are subject to Council resolution.*
 - (3) Endorses the underlying assumptions of the ten-year capital works funding strategy.*
 - (4) Endorses the ten-year capital works funding strategy for the delivery of the ten-year capital works program including the Multi-sports Stadium, the Northcote Aquatic and Recreation Centre and the Reservoir Leisure Centre.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

Strategic Direction 2: Prosperous, Liveable and Flourishing

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.1 We will ensure balanced and responsible financial decision making that meets the needs of our community now and into the future

Both the long-term and short-term impacts of any borrowings are a key consideration of this Policy and therefore aligns to this Council Plan Strategic Objective.

DISCUSSION

The primary objective of this Policy is for the provision of an alternative financing option for:

- Major Capital Works (at least \$10m) for infrastructure of strategic significance that provide intergenerational benefits; or to
- Meet a future Defined Benefit Superannuation Call; or to
- Fund a natural disaster.

In addition, any new borrowings will be managed in the context of optimising both monthly and annual cashflow and must demonstrate that both short-term viability and long-term sustainability is not compromised.

To monitor Council's debt management obligations both Financial Sustainability and Viability ratios will be reviewed annually as part of the Annual Budget development and reported as part of the Annual Financial Statements.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Under Section 101 of the *Local Government Act 2020*, the following are the financial management principles:

- (a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
- (b) financial risks must be monitored and managed prudently having regard to economic circumstances;
- (c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
- (d) accounts and records that explain the financial operations and financial position of the Council must be kept.

As a result, this Policy specifically considers the management of the current and future level of Liabilities and financial viability of Council as the financial risks to be monitored.

Community Engagement

The adopted Borrowing Policy will be uploaded to the Council website.

Other Principles for consideration

Effective financial management to mitigate risk is required to be embedded in Council through the principles of the *Local Government Act 2020*.

Overarching Governance Principles and Supporting Principles

- (g) the ongoing financial viability of the Council is to be ensured;

Public Transparency Principles

- (a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act;

Strategic Planning Principles

- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances;

Service Performance Principles

- (c) quality and costs standards for services set by the Council should provide good value to the municipal community;

COUNCIL POLICY CONSIDERATIONS**Environmental Sustainability Considerations (including Climate Emergency)**

Nil

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Nil

Economic Development and Cultural Considerations

Nil

Operational Impacts

Nil

Legal and Risk Implications

Under Section 104 of the *Local Government Act 2020*, a Council cannot borrow money unless the proposed borrowings were included in the budget or a revised budget.

IMPLEMENTATION ACTIONS

New borrowings will be identified as part of the annual budget process and will be subject to public tender and or TCV process. The public tender process will be in accordance with Council's Social and Sustainable Procurement Policy and the Act.

This Policy will be reviewed in 2024/25 as part of the next review of the Long-Term Financial Plan following the next Council Election.

RELATED DOCUMENTS

- Revenue and Rating Plan
- Treasury and Investment Policy
- Social and Sustainable Procurement Policy
- Risk Management Policy
- Risk Management Framework
- Long-Term Financial Plan 2023-33
- Budget 2023/24
- Council Plan 2021-25

Attachments

- Borrowing Policy (**Appendix A**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of 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.



Borrowing Policy

<p>Purpose</p>	<p>The purpose of this policy is to provide the appropriate parameters for Council to undertake external borrowings without compromising the application of sound fiscal management principles. The policy framework allows Council the flexibility to respond to funding requirements while minimising risk.</p> <p>The purpose of this Borrowing policy is to:</p> <ul style="list-style-type: none"> • establish objectives and principles that outline when it is appropriate for Council to undertake external borrowings within a sound financial management framework; • ensure Council keeps within the relevant borrowing limit as set by this policy; • adhere to the financial performance principles and the provisions of the <i>Local Government Act 2020</i> (the Act); and • Demonstrate that both short-term viability and long-term sustainability are not compromised. 	
<p>Objective</p>	<p>The objective of this Borrowing policy is:</p> <ul style="list-style-type: none"> • to provide an alternative financing option for: <ul style="list-style-type: none"> ○ major capital works projects that provide new, upgraded or renewed infrastructure of strategic significance, that would not otherwise be financed from one-off capital grants, and provide intergenerational benefits; or to ○ meet Council’s obligations in relation to future Defined Benefit superannuation calls and/or ○ to proactively fund climate resilient infrastructure or reactively fund a natural disaster, if required; • to ensure the total amount of loan borrowings is sustainable in terms of ability to meet future repayments, budgetary constraints and prudential ratios; • manage any new borrowings in the context of optimising both monthly and annual cashflow; and • develop and maintain a borrowing structure that to minimise borrowing costs. 	
<p>Scope</p>	<p>This policy will apply to borrowings of Council and outlines the type of expenditure that will be funded by debt and must be read in conjunction with all other funding policies adopted by Council as part of the Financial Plan.</p>	
<p>Definitions and Abbreviations</p>	<p>Major Capital Project</p>	<p>Means a major long-term investment project requiring at least \$10 million to acquire, construct and/or renew a capital asset (such as buildings). The project would result in a new, expanded or replaced asset.</p>
	<p>Council</p>	<p>Darebin City Council</p>
	<p>Defined Benefit Fund</p>	<p>Is a closed plan to new members from 31 December 1993. The future liabilities of the fund relative to investment performance may necessitate future funding calls.</p>



	<p>Financial Plan</p>	<p>Is a long-term financial plan required under section 91 of the <i>Local Government Act 2020</i> and provides an outline of the Council's financial and other resources required to deliver upon key strategic plans over a 10-year period.</p>								
	<p>Treasury Corporation Victoria (TCV)</p>	<p>Victorian Government entity that provide the loans to eligible Local Government Councils.</p>								
	<p>Victorian Auditor General's Office (VAGO)</p>	<p>Audits and reports on the performance and management of resources within Local Government, including prudential ratios.</p>								
<p>Policy Statement(s)</p>	<p>Principles</p> <p>The Borrowing Policy is underpinned by the following principles:</p> <ul style="list-style-type: none"> • Borrowing is only to be used to finance items described in the policy objectives; • The Policy will be adhered to in developing Council's Financial Plan and all borrowings must be identified in the plan and consider the short, medium and long-term impacts of the borrowing decisions. • Council will not borrow to fund operating expenditure. This type of expenditure is to be funded from operating revenue streams (rates, fees and charges etc.), except to fund Defined Benefit Superannuation funding call and / or to fund natural disaster expenses. • Council will apply an equity lens when considering borrowing for capital projects. • Cash flows will be phased to consolidate the principal and interest requirements of approved capital projects. • The borrowing requirements will be reviewed annually during budget development and considered alongside the review of the financial assumptions within the Financial Plan and endorsed by Council. The review will be reported to the Audit and Risk Committee and include advice from appropriate financial institutions. <p>Financial Sustainability Ratios</p> <p>The following three indicators assess the financial sustainability risks associated with borrowing over the longer term. Council will use these indicators when assessing new or refinanced borrowings and ensure borrowings remain within the endorsed risk appetite contained in the Risk Management Policy:</p> <table border="1" data-bbox="472 1559 1407 1944"> <thead> <tr> <th data-bbox="472 1559 639 1588">Indicator</th> <th data-bbox="644 1559 836 1588">Formula</th> <th data-bbox="841 1559 1190 1588">Description</th> <th data-bbox="1195 1559 1407 1588">Risk</th> </tr> </thead> <tbody> <tr> <td data-bbox="472 1594 639 1944">Internal financing (%)</td> <td data-bbox="644 1594 836 1944">Net operating cash flow / net capital expenditure</td> <td data-bbox="841 1594 1190 1944"> <p>This measures the ability of an entity to finance capital works from generated cash flow.</p> <p>The higher the % the greater the ability of the entity to finance capital works from their own funds.</p> <p>Net operating cash flow and net capital expenditure are obtained from the cash flow statement.</p> </td> <td data-bbox="1195 1594 1407 1944"> <p>Less than 75% - High</p> <p>75 – 100% - Medium</p> <p>More than 100% - low</p> </td> </tr> </tbody> </table>		Indicator	Formula	Description	Risk	Internal financing (%)	Net operating cash flow / net capital expenditure	<p>This measures the ability of an entity to finance capital works from generated cash flow.</p> <p>The higher the % the greater the ability of the entity to finance capital works from their own funds.</p> <p>Net operating cash flow and net capital expenditure are obtained from the cash flow statement.</p>	<p>Less than 75% - High</p> <p>75 – 100% - Medium</p> <p>More than 100% - low</p>
Indicator	Formula	Description	Risk							
Internal financing (%)	Net operating cash flow / net capital expenditure	<p>This measures the ability of an entity to finance capital works from generated cash flow.</p> <p>The higher the % the greater the ability of the entity to finance capital works from their own funds.</p> <p>Net operating cash flow and net capital expenditure are obtained from the cash flow statement.</p>	<p>Less than 75% - High</p> <p>75 – 100% - Medium</p> <p>More than 100% - low</p>							



<p>Indebtedness (%)</p>	<p>Non-current liabilities / own-sourced revenue</p>	<p>Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher the % the less the entity is able to cover non-current liabilities from revenues the entity generates itself.</p> <p>Own source revenue is used rather than total revenue because it does not include grants or contributions.</p>	<p>More than 60% - High</p> <p>40 – 60% - Medium</p> <p>40% or less - Low</p>
<p>Indebtedness (TCV) (%)</p>	<p>Total borrowings / own-sourced revenue</p>	<p>The higher the % the less the entity is able to cover non-current liabilities from revenues the entity generates itself.</p> <p>Own source revenue is used rather than total revenue because it does not include grants for contributions.</p>	<p>More than 60% - High</p> <p>40 – 60% - Medium</p> <p>40% or less - Low</p>
<p>Council will operate below the high-risk range for the above measures to provide flexibility to respond to funding requirements for additional or unplanned capital expenditure.</p>			
<p>Short-Term Viability Ratios</p>			
<p>The Local Government Performance Reporting Framework includes two additional ratios:</p>			
<p>Indicator</p> <p>Debt Commitment Ratio</p>	<p>Formula</p> <p>Interest and principal repayments on interest bearing loans / rate revenue</p>	<p>Description</p> <p>The higher the % the greater the level of rate revenue being consumed for Interest payments</p>	<p>Risk</p> <p>>10% - High</p> <p>5 – 10% - Medium</p> <p>5% or less - low</p>
<p>Borrowing Rates Ratio</p>	<p>Interest bearing loans and borrowings / rate revenue</p>	<p>Known as the level of Rates effectively mortgaged</p>	<p>>60% - High</p> <p>40 – 60% - Medium</p> <p><40% - Low</p>
<p>Determination of Loan Term and Interest Rate Type</p>			
<p>Council will complete an analysis of the market to enable a recommendation on the loan term (number of years) and interest rate type.</p>			
<p>Implementation of this Policy</p>			
<p>Determination of Lending Institution</p> <p>New borrowings will be identified as part of the annual budget process and will be subject to TCV processes. Should TCV borrowings not be available, a public tender process will occur accordance with Council’s Social and Sustainable Procurement Policy and the Act.</p>			
<p>TCV do not have any direct borrowings or investments with entities that are involved with fossil fuel or the production of nuclear weapons in their core business strategy or main business activity.</p>			



	<p>Restriction Council will abide by section 104 of the Act whereby money cannot be borrowed unless details of the proposed borrowings are included in the annual budget or revised budget.</p> <p>Monitoring and reporting The application of this policy will be monitored through the annual review of the Council's Long-Term Financial Plan and Annual Budget development. These documents report on Council's loan portfolio and identify current and proposed borrowings.</p> <p>Council will report on financial sustainability and viability metrics as part of the long-Term Financial Plan, Annual Budget process and in the Annual Report.</p>
Responsibilities	The Chief Financial Officer manages the provision of advice to the organisation regarding this policy.
Breach of Policy	This Policy is not a mandatory requirement under the Act, however it provides the principles to align to the Risk Management Policy. Any breach of this policy for new borrowings will need to be documented as part of the Annual Budget process and be subject to consultative engagement.

GOVERNANCE

Parent Strategy/ Plan	10yr Financial Plan
Related Documents	<p>This policy should be read in conjunction with Council's:</p> <ul style="list-style-type: none"> ▪ Revenue and Rating Plan ▪ Treasury and Investment Policy ▪ Social and Sustainable Procurement Policy ▪ Risk Management Policy ▪ Risk Management Framework
Legislation/ Regulation	<p><i>Local Government Act 2020</i></p> <p><i>Local Government Performance Reporting Framework (LGPRF)</i></p> <p>Victorian Auditor General's Office</p>
Author	Chief Financial Officer
Policy Owner/Sponsor	Council
Date Effective	28 August 2023
Review Date	30 June 2025
Version Number	V1.0
Document ID	
Content enquiries	Chief Financial Officer

9.4 DECLARATION OF A SPECIAL CHARGE: SOLAR SAVER ROUND 4.2 (BATCH 2)

Author: Residential Program Officer

Reviewed By: Acting General Manager City Sustainability and Strategy

EXECUTIVE SUMMARY

The Solar Saver program is an action of the Council Plan 2021-25 and the Climate Emergency Plan. A target of 150 installations has been set in the Council Plan Action Plan for 2023/24 for the Solar Saver program.

There are 33 installations enabled through this special charge declaration batch. The value of this proposed Special Charge scheme is \$224,385.20 excl. GST. This price is calculated pre-rebate, but after STC claim and excl. GST. (The gross amount, pre-rebate, pre-STC and incl. GST is \$315,727.72). If all expected rebates are provided, the Special Charge amount is \$183,658.16 ex GST (after the Small Technology Certificate (STC) claim and Solar Victoria rebate).

Council will pay upfront for installation and supply of the solar power systems and split systems at properties as listed in Appendix A. Council will be repaid these costs, as detailed in confidential Appendix B. Around 30-40% of the gross cost is returned to Council at the point that works are invoiced for the STCs generated by the solar systems. Most participants are eligible for State Government rebates, and this will reduce the upfront cost to Council and the amount of the Special Charge that will be raised. This is estimated to be \$40,727.04 excl. GST.

No interest is charged on Special Charge repayments. Annual repayments are more than offset by participants' savings on their energy bills, and therefore the program provides financial and environmental benefits to participants.

This report recommends that Council declare a Special Charge Scheme under Section 163 of the *Local Government Act 1989* for the purposes of defraying expenses relating to the provision of solar energy systems on residential properties participating in the Solar Saver scheme. No objections were received in response to the public notification process.

Officer Recommendation

That Council:

- (1) Having complied with the requirements of sections 163A, 163B and 223 of the Local Government Act 1989 ("Act"), and otherwise according to law, declares a Special Charge ("Special Charge") under section 163 of the Act as follows:
 - a. A Special Charge is declared for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.
 - b. The Special Charge is declared for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on properties participating in the Solar Saver scheme, which:

-
- i. Council considers is or will be a special benefit to those persons required to pay the Special Charge (and who are described in succeeding parts of this resolution); and
 - ii. Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c. The total:
 - i. Cost of performing the function described in paragraph 1(b) of this resolution is \$224,385.20; and
 - ii. Amount for the Special Charge to be levied is \$224,385.20, or such other amount as is lawfully levied as a consequence of this resolution.
 - d. The Special Charge is declared in relation to all rateable land described in the table included as confidential Appendix B to this report, in the amount specified in the table as applying to each piece of rateable land.
 - e. The following list is specified as the criteria that form the basis of the Special Charge so declared:
 - Ownership of any land described in paragraph 1(d) of this resolution.
 - f. The following is specified as the manner in which the Special Charge so declared will be assessed and levied:
 - i. A Special Charge calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which an Agreement has been executed, totalling \$224,385.20 for the residential batch, being the total cost of the scheme to Council
 - ii. To be levied each year for a period of 10 years.
 - g. Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, let it be recorded that the owners of the land described in paragraph 1(d) of this resolution will pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:
 - i. Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or
 - ii. Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.
 - (2) Considers that there will be a special benefit to those required to pay the Special Charge *because* there will be a benefit to them that is over and above, or greater than, the benefit that is available to those who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.
 - (3) For the *purposes* of having determined the total amount of the Special Charge to be levied:
 - a. Considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and

- b. Formally determines for the purposes of section 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to those who are liable to pay the Special Charge is 100%.
- (4) Directs that notice be given to all owners and occupiers of properties included in the Scheme in writing of the decision of Council to declare and levy the Special Charge, and the reasons for the decision. For the purposes of this paragraph, the reasons for the decision of Council to declare the Special Charge are that:
- a. There is no objection to the Scheme, and it is otherwise considered that there is a broad level of support for the Special Charge from all property owners and occupiers.
 - b. Council considers that it is acting in accordance with the functions and powers conferred on it under the Local Government Act 1989, having regard to its role, purposes and objectives under the Act, particularly in relation to its functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c. All those who are liable or required to pay the Special Charge and the properties respectively owned or occupied by them will receive a special benefit of a solar energy system being installed at the property.

Where a participant wishes to withdraw from the Scheme, agrees to such withdrawal where the participant has given written notice of their desire to withdraw from the Scheme before Council has incurred any expenditure in relation to the participant's solar system.

BACKGROUND / KEY INFORMATION

Through its Council Plan, Council is committed to take action on the climate emergency. This is detailed in Big Action 3 and in Strategic direction 3, which both highlight Darebin's leadership in driving reductions in greenhouse gas emissions and support for vulnerable communities. In Strategic Objective number 3, Council has committed to take an adaptation approach and build resilience in the community by focusing on vulnerable communities. Strategic Action 3.1 supports the 4-year program to support solar installation and energy efficiency retrofits for our vulnerable households.

Key aspects of the program include:

- Council undertakes procurement of good value solar systems and installation with 10-year warranties.
- Solar Saver participants register interest, receive quotes and the property owners have signed an owner agreement.
- Council declares a Special Charge and pays the upfront cost of the solar system and installation for participants.
- Solar Saver participants pay the Special Charge over a 10-year period to reimburse Council's upfront payment – which is more than offset by their energy bill savings.
- As detailed below Council has resolved that interest is not charged to participants and that the program will be funded through Council's existing budget.

This is the first Special Charge to be declared for the Solar Saver program round 4.2.

Over 1,800 households have participated in previous Darebin Council Solar programs.

Progress of the Solar Saver Bulk Buy program

The Solar Saver Bulk Buy program helps residents that are not low income, and businesses. Installations are about to commence as part of the new contract with the new supplier EnviroGroup, an Implementation Plan has been co-signed.

Promotion will continue until the Solar Saver program finishes. Priority of installations will always be for the Solar Saver Rates program.

Public Notice

On the 21 of July 2023 the CEO through its delegation authorised the intention to declare a Special Charge (**Appendix C**):

CEO Authorises, through its current instrument of delegation passed on 24 October 2022:

- (1) *Council hereby gives notice of its intention to declare a Special Charge in accordance with section 163 of the Local Government Act 1989 (Act) as follows:*
 - a) *Council declares a Special Charge for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.*
 - b) *We declare this Special Charge for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on residential properties participating in the Solar Saver scheme, which:*
 - i. *Council considers is or will be a special benefit to those persons or organisations required to pay the Special Charge (and who are described in succeeding parts of this resolution); and*
 - ii. *Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.*
 - c) *The total:*
 - i. *Cost of performing the function described in paragraph 1(b) of this resolution is \$224,385.20; and*
 - ii. *Amount for the Special Charge to be levied is \$224,385.20, or such other amount as is lawfully levied as a consequence of this resolution.*
 - d) *We declare the Special Charge in relation to all rateable land described in the table included as Appendix B to this report, in the amount specified in the table as applying to each piece of rateable land.*
 - e) *Ownership of any land described in paragraph 1(d) of this resolution is the basis of the Special Charge.*
 - f) *The Special Charge will be assessed and levied as follows:*
 - i. *Each Special Charge is calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which an Owner Agreement has been executed, totalling \$224,385.20 being the total cost of the scheme to Council;*
 - ii. *The Special Charge will be levied each year for a period of 10 years.*

- g) Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, it is recorded that the owners of the land described in paragraph 1(d) of this resolution will, subject to a further resolution of Council, pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:*
- i. Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.*
- (2) Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.*
- (3) For the purposes of having determined the total amount of the Special Charge to be levied:*
- a) Council considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and*
- b) Formally determines for the purposes of section 163(2) (a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to the persons who are liable to pay the Special Charge is 100%.*
- (4) CEO will give public notice in The Age newspaper of Council's via authorisation of this report. Authorisation form has been included in this report as Appendix C.*
- (5) Council will send separate letters, enclosing a copy of: authorisation form, Appendix E to this report; Appendix B to this report; and the public notice referred to in Paragraph 4 of this resolution, to the owners of the properties included in the scheme, advising of Council's intention to levy the Special Charge, the amount for which the property owner will be liable, the basis of calculation of the Special Charge, and notification that submissions and/or objections in relation to the proposal will be considered by Council in accordance with sections 163A, 163B and 223 of the Act.*
- (6) Council will convene a meeting of the Hearing of Submissions Committee, at a date and time to be fixed, to hear any persons or organisations who, in their written submissions made under section 223 of the Act, advise that they wish to appear in person, or to be represented by a person specified in the submission, at a meeting in support of their submission.*
- (7) CEO authorises the Manager Climate Emergency and Sustainable Transport to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under sections 163A, 163(1A), (1B) and (1C), 163B and 223 of the Act.'*

Previous Council Resolution

At its meeting held on 24 October 2022, Council resolved:

- (1) *'Awards the appointment of The Environment Shop Pty Ltd as the trustee for Environment Futures Trust, trading as EnviroGroup as supplier of contract no. CT20222 for the Darebin Solar Saver Program 2022 – 2025 for Supply - Residential and non-residential systems: up to 100kW. The contract terms are to commence on 21 November 2022 and conclude on 30 June 2025 with the option to extend to 31 December 2025.*
- (2) *Awards the appointment of The Environment Shop Pty Ltd as the trustee for Environment Futures Trust, trading as EnviroGroup as supplier of contract no. CT20222 for the Darebin Solar Saver Program 2022 – 2025 for Supply – Efficient Heating and Cooling systems: up to 10kW. The contract terms are to commence on 21 November 2022 and conclude on 30 June 2025 with the option to extend to 31 December 2025. This will be subject to a trial of 20 installations in 2022-2023.*
- (3) *Authorises the General Manager City Sustainability and Strategy to finalise and execute the supply contracts on behalf of Darebin Council, and all subsequent contracts associated with future implementation stages for supply - residential and non-residential solar PV systems during the contract period.*
- (4) *Authorises the General Manager City Sustainability and Strategy to finalise and execute the supply contracts on behalf of Darebin Council, and all subsequent contracts associated with future implementation stages for supply - efficient heating and cooling systems during the contract period.*
- (5) *Authorises the General Manager City Sustainability and Strategy to review and approve contract variation requirements within the scope of service provisions and subject to satisfactory performance reviews. This includes the 6 months price variation allowed in the contract.*
- (6) *Authorises the General Manager City Sustainability and Strategy to exercise options for extensions if and when required.'*

At its meeting held on 24 October 2022, Council resolved:

- (3) *'In the exercise of the powers conferred by Section 11 of the Local Government Act 2020 (the Act) and the other legislation referred to in the attached Instruments of Delegation, resolves:*
 - a. *To delegate to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the 'Instrument of Delegation to the Chief Executive Officer (S5)' (Appendix B) subject to the conditions and limitations specified in that Instrument of Delegation.*
 - b. *To delegate to the members of Council staff holding, acting in or performing the duties of the officers or positions referred to in the 'Instrument of Delegation to members of Council staff (S6)' (Appendix C) the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.*
 - c. *Adopts and affix Council's Common Seal to the following Instruments of Delegation provided as attachments to this report:*
 - i. *Instrument of Delegation from Council to the CEO (S5) (Appendix B);*
 - ii. *Instrument of Delegation from Council to members of Council Staff (S6) (Appendix C);*
 - d. *That these instruments come into force immediately the Common Seal of Council is affixed to each instrument.'*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 3: Climate, Green and Sustainable

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

3.1 We will adapt to climate change and build the resilience of our community, infrastructure and the built environment, with a focus on our vulnerable communities at risk of fuel poverty, and flooding

This project is aligned to Strategic Action 3-1. Through Solar Saver 4-year program, support solar installation and energy efficiency retrofits for our vulnerable households, including public and social housing, and renters.

Batch 2 in round 4.2 of the Solar Saver program will see 185kW of solar powered generation added to Darebin's mix grid, this will help avoid 271.8 tCO₂ per year, which is equivalent of taking 101 cars off the road each year.

DISCUSSION**Proposed Special Charge declaration**

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

In this case, the installation of solar energy systems on properties as part of the Solar Saver scheme arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district and promotes the social, economic and environmental viability and sustainability of the municipal district.

Each participating property has signed an Owner Agreement with Council to participate in the scheme, which includes the overall cost and repayments which would be paid by the property should the scheme be approved (see **Appendix A**).

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

The guideline requires that Council identify the following:

- A. Purpose of the works
- B. Ensure coherence
- C. Calculate total cost
- D. Identify special beneficiaries
- E. Determine the properties to include

- F. Estimate total special benefits
- G. Estimate community benefits
- H. Calculate the benefit ratio
- I. Calculate the maximum total levy

A. Purpose of the Works

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

B. Ensure Coherence

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

C. Calculate the Total Cost

The proposed solar system installation includes the following items:

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

For the purposes of section 163(1) of the Act, the total cost of the works is calculated at **\$224,385.20** for the residential batch based on signed agreements.

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

D. Identify the Special Beneficiaries

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

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

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

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

The proposed properties taking part in the scheme, the owners of which have signed an Owner Agreement with Council to participate in the scheme, are listed in **Appendix A** and Confidential **Appendix B**.

E. Determine Properties to Include

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

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

F. Estimate Total Special Benefits

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

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

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

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

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

G. Estimate Community Benefits

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

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

H. Calculate the Benefit Ratio

The benefit ratio is calculated as:

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

Where:

$$\begin{aligned} \text{TSB}_{(\text{in})} &= \$224,385.20 \text{ for the residential batch;} \\ \text{TSB}_{(\text{out})} &= 0 \end{aligned}$$

$$\text{TCB} = 0$$

$$\text{R} = 1$$

I. Calculate the Maximum Total Levy

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

$$\text{S} = \text{R} \times \text{C}$$

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

$$\text{Therefore } \text{S} = 1 * \$224,385.20 = \text{\$224,385.20}$$

Note there is no community benefit amount payable by Council.

Apportionment of Costs

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

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

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

Statutory Process

The Act requires Council to give public notice of its proposed declaration of the special charge and write to all people who will be liable to contribute. The proposed declaration of the special charge has been prepared in accordance with the Act. Public notice has been issued in accordance with the Act and no objections have been received.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

- Should the proposed Special Charge scheme proceed, Council will pay \$224,385.20 (excluding GST, pre-rebate and post-STC claim), for the supply and installation of the solar PV systems on the residential properties listed in **Appendix A**.
- Council will pay upfront costs for installation and supply of the solar power systems as listed in confidential **Appendix B**. Around 30% to 40% of this cost is returned to Council at the point that works are invoiced for the STCs generated by the solar systems. The balance is repaid by beneficiaries of the Special Charge Scheme over 10 years. All participants are also expected to be eligible for state government rebates and this is expected to reduce the upfront cost to Council and Special Charges to be raised. **Officers estimate that the total upfront cost will be reduced by approximately \$40,727.04 excl GST after rebates are confirmed. Thus, Council will pay \$183,658.16 (post STC, post rebates, exc GST) if all rebates are approved.**
- The rebates adjustments will be made after Council's decision and when rebates and confirmation from all participants is confirmed.

- In accordance with their respective Owner Agreements property owners will pay for the cost of the solar energy system, listed in confidential **Appendix B** (and as adjusted above), by equal instalments apportioned over a 10-year period, commencing from August-October 2023.
- Council is expected to receive **\$22,438.52** in Special Charge repayments annually for this scheme over the 10-year period. Some households may pay the total amount earlier.
- Payments to Council by property owners for works via Special Charge schemes are GST exempt. Should a property be sold during the 10-year period in which the Special Charge scheme applies, the amount outstanding on the Special Charge scheme at the time of the property sale will be paid in full to Council.
- The administrative, contract management, community engagement and communications and compliance costs associated with administration of the Solar Saver program is provided for within the 2023-2024 Q1 and Q2 budget.

Community Engagement

- All participating households have received a site visit and quotations to participate in the program. Council gave public notice and notified the participating ratepayers as per the CEO authorisation on the 21 July 2023.

Other Principles for consideration

This report recommends proceeding with declaration of the Special Charge Schemes. This is supported by all the property owners that are proposed to be levied.

Council could also decide not to proceed with declaration of the Special Charge Scheme or seek further information to make a decision.

Overarching Governance Principles and Supporting Principles

- (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;

Public Transparency Principles

- (b) Council information must be publicly available unless (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest;

Strategic Planning Principles

- (b) strategic planning must address the Community Vision;
- (e) strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances;

Service Performance Principles

- (c) quality and costs standards for services set by the Council should provide good value to the municipal community;

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

The current residential batch is expected to see the installation of 185kW across 33 installations and an estimated equivalent annual greenhouse gas saving of 271.8 tCO₂-e.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

This batch is made up exclusively of households meeting the eligibility criteria set up by Council. All are expected to be eligible for the Solar Homes rebate from the Victorian Government. This program is also oriented to people facing discrimination as per eligibility criteria.

Economic Development and Cultural Considerations

For individual households participating, the program is designed so that they will save more on their energy bills than they will be paying back to Council so that they are financially better off from the outset.

This program is designed to reach Darebin's diverse community. Households who need interpreters or other communication support are prioritised.

Operational Impacts

The Council Plan Action Plan 2023-24 includes a review of the Solar Saver program to inform future directions. An operating project budget of \$200,000 has been allocated, with a 150 installation target.

Legal and Risk Implications

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

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

IMPLEMENTATION ACTIONS



The next step will be the installation phase of this batch of solar installations. The solar providers will manage the physical installations in communication with Council and the participants.

Independent auditors will be used to audit the safe work procedures of the installations as they occur real time, as well as the electrical safety of the work, post-installation.

RELATED DOCUMENTS

- *Local Government Act 1989 and 2020*
- *The Macquarie Special Rates and Charges Manual 2012*

Attachments

- Solar Saver 4.2 - Batch 2 - list of addresses and cost to Council (**Appendix A**) [↓](#) 
- Confidential - Solar Saver 4.2 Batch 2 - Property addresses and prices (**Appendix B**)
Confidential - enclosed under separate cover
- Authorisation form - Intention to declare a special charge - Solar Saver 4.2 Batch 2 (**Appendix C**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of 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.

DECLARATION OF A SPECIAL CHARGE

28 AUGUST 2023

Appendix A**Table of properties intended to be subject to the Solar Saver special charge scheme**

Each listed property has been assessed as to the size of solar panel and installation costs and the owner has signed the Owner Agreement to have a solar energy system installed at their property.

FULL LIST OF ADDRESSES AND COSTS

Addresses
5 Etnam Street PRESTON VIC 3072
1/24 Henty Street RESERVOIR VIC 3073
82 Cramer Street PRESTON VIC 3072
10/45 Broomfield Avenue ALPHINGTON VIC 3078
4 Titus Court RESERVOIR VIC 3073
130 Gower Street PRESTON VIC 3072
17A Boothby Street NORTHCOTE VIC 3070
76 Malpas Street PRESTON VIC 3072
22 Dwyer Avenue RESERVOIR VIC 3073
4 Sheargold Court RESERVOIR VIC 3073
3/58 St Vigeons Road RESERVOIR VIC 3073
32 Darebin Road NORTHCOTE VIC 3070
110 Raleigh Street THORNBURY VIC 3071
1/144 Leamington Street RESERVOIR VIC 3073
6 Shiers Street ALPHINGTON VIC 3078
70A McNamara Street PRESTON VIC 3072
5/18-20 Fordham Road RESERVOIR VIC 3073
10 Drysdale Street RESERVOIR VIC 3073
74 Leicester Street PRESTON VIC 3072
16 Autumn Rise BUNDOORA VIC 3083
28 Jessie Street PRESTON VIC 3072
740 High Street THORNBURY VIC 3071
4/15-17 Chaley Street RESERVOIR VIC 3073
3/135 Hickford Street RESERVOIR VIC 3073
111 Crookston Road RESERVOIR VIC 3073
17 Manor Green MACLEOD VIC 3085
96 St Georges Road PRESTON VIC 3072
250 Victoria Road THORNBURY VIC 3071
102 Broadway RESERVOIR VIC 3073
1/229 Gilbert Road PRESTON VIC 3072
42 Rona Street RESERVOIR VIC 3073
41 High Street NORTHCOTE VIC 3070
39 Mahoneys Road RESERVOIR VIC 3073

DECLARATION OF A SPECIAL CHARGE

28 AUGUST 2023

Total cost to households (post STC, ex GST) and pre-Solar Victoria rebates applied	\$224,385.20
---	--------------

SUMMARY

TOTAL kilowatts to be installed	185kW
Number of installations	33
TOTAL cost to households (exc GST, post STC, pre rebate)	\$224,385.20
Projected price of STCs to be claimed (inc GST)	\$68,904.00
Projected rebates from Solar Victoria (exc GST)	\$40,727.04
Projected GROSS total cost to Council (inc GST, pre- STCs and pre-rebates)	\$315,727.72
Projected final cost to council (exc GST, post STCs, post Solar Victoria rebates)	\$183,658.16

INTENTION TO DECLARE A SPECIAL CHARGE

17 JULY 2023

Appendix E**Authorisation form: INTENTION TO DECLARE A SPECIAL CHARGE - SOLAR SAVER (4.2 BATCH 2)**

CEO Authorises, through its current instrument of delegation passed on 24 October 2022:

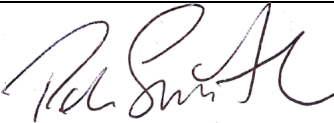
- (1) Council hereby gives notice of its intention to declare a Special Charge in accordance with section 163 of the Local Government Act 1989 (Act) as follows:
 - a) Council declares a Special Charge for the period commencing on the day on which Council issues a notice levying payment of the special rate and concluding on the tenth anniversary of that day.
 - b) We declare this Special Charge for the purpose of defraying any expense incurred by Council in relation to the provision of solar energy systems on residential properties participating in the Solar Saver scheme, which:
 - i. Council considers is or will be a special benefit to those persons or organisations required to pay the Special Charge (and who are described in succeeding parts of this resolution); and
 - ii. Arises out of Council's functions of advocating and promoting proposals which are in the best interests of the community and ensuring the peace, order and good government of Council's municipal district.
 - c) The total:
 - i. Cost of performing the function described in paragraph 1(b) of this resolution is \$224,385.20 exc GST (before rebates), if all expected rebates are approved the cost is \$183,658.16 exc GST; and
 - ii. Amount for the Special Charge to be levied is \$224,385.20 (before rebates), or such other amount as is lawfully levied as a consequence of this resolution
 - d) We declare the Special Charge in relation to all rateable land described in the table included as **Appendix B** to this report, in the amount specified in the table as applying to each piece of rateable land.
 - e) Ownership of any land described in paragraph 1(d) of this resolution is the basis of the Special Charge.
 - f) The Special Charge will be assessed and levied as follows:
 - i. Each Special Charge is calculated by reference to the size of the solar energy system being installed and the particular costs of installation at each property participating in the Solar Saver scheme, in respect of which an Owner Agreement has been executed, totalling \$224,385.20 exc GST (before rebates) being the total cost of the scheme to Council;
 - ii. The Special Charge will be levied each year for a period of 10 years.
 - g) Having regard to the preceding paragraphs of this resolution and subject to section 166(1) of the Act, it is recorded that the owners of the land described in paragraph 1(d) of this resolution will, subject to a further resolution of Council, pay the Special Charge in the amount set out in paragraph 1(f) of this resolution in the following manner:
 - i. Payment annually by a lump sum on or before one month following the issue by Council of a notice levying payment under section 163(4) of the Act; or

INTENTION TO DECLARE A SPECIAL CHARGE

17 JULY 2023

- i. Payment annually by four instalments to be paid by the dates which are fixed by Council in a notice levying payment under section 163(4) of the Act.
- (2) Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than, the benefit that is available to persons who are not subject to the proposed Special Charge, as a result of the expenditure proposed by the Special Charge, in that the properties will have the benefit of a solar energy system being installed.
- (3) For the purposes of having determined the total amount of the Special Charge to be levied:
 - a) Council considers and formally records that only those rateable properties included in the Solar Saver scheme as proposed will derive a special benefit from the imposition of the Special Charge, and there are no community benefits to be paid by Council; and
 - b) Formally determines for the purposes of section 163(2) (a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Special Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to the persons who are liable to pay the Special Charge is 100%.
- (4) CEO will give public notice in The Age newspaper of Council's via authorisation of this report. Authorisation form has been included in this report as **Appendix E**.
- (5) Council will send separate letters, enclosing a copy of: authorisation form, Appendix E to this report; Appendix B to this report; and the public notice referred to in Paragraph 4 of this resolution, to the owners of the properties included in the scheme, advising of Council's intention to levy the Special Charge, the amount for which the property owner will be liable, the basis of calculation of the Special Charge, and notification that submissions and/or objections in relation to the proposal will be considered by Council in accordance with sections 163A, 163B and 223 of the Act.
- (6) Council will convene a meeting of the Hearing of Submissions Committee, at a date and time to be fixed, to hear any persons or organisations who, in their written submissions made under section 223 of the Act, advise that they wish to appear in person, or to be represented by a person specified in the submission, at a meeting in support of their submission.
- (7) CEO authorises the Manager Climate Emergency and Sustainable Transport to carry out any and all other administrative procedures necessary to enable Council to carry out its functions under sections 163A, 163(1A), (1B) and (1C), 163B and 223 of the Act.

CEO: Peter Smith

Approved	Not approved
	
Date: Jul 21, 2023	Date:

9.5 PROPERTY MATTERS - SALE OF MINOR ASSETS**Author:** Coordinator Property Services**Reviewed By:** General Manager Operations and Capital

EXECUTIVE SUMMARY**For Item 1:**

The commencement of the statutory procedures for the proposed discontinuance and vesting of unused roads, forming part of Clements Reserve, otherwise shown hatched on the site plan shown hatched in Figure in **Appendix A**. This report recommends a further report be presented to Council to report on the findings of the advertising and community engagement process at which time Council would consider whether to endorse the proposed discontinuance and vesting of title in Council's name.

For Item 2:

The Chief Executive Officer's acceptance to sell the land, known as Lot 4 on Title Plan TP023764B, to the owner of 9 Kelvin Grove, Thornbury for \$29,700.00 (incl GST), as per Council's resolution on 24 April 2023.

Officer Recommendation

Item 1: Discontinuance of road within Clements Reserve, Reservoir

That Council:

- (1) Commences the statutory procedures under section 206 and clause 3 of Schedule 10 to the Local Government Act 1989 to discontinue part of an unused road known as Blenheim Avenue, within Clements Reserve, Reservoir, shown hatched in Figure 1 in **Appendix A**, and to take title to the land from the unused road.
- (2) Gives public notice under section 223 of the Local Government Act 1989 in the appropriate newspapers and on Council's website of the intention to discontinue the road and to take title to the land in accordance with Council's Community Engagement Policy 2022 and Sale of Minor Assets Policy May 2022.
- (3) Invites both written and verbal submissions on the proposed discontinuance and transfer of land into Council's name as part of its community engagement process and deal with any submissions received in line with the principles set out in section 223 of the Local Government Act 1989.
- (4) Notes that any submissions will be considered by Council's Hearing of Submissions Committee at a meeting to be held in the Council Chamber on Monday 9 October 2023 at 5:45pm.
- (5) Notes if no submissions are received, a further report be presented to Council to consider completion of the statutory procedures for the discontinuance and transfer of the road into Council's name.

Item 2: Sale of discontinued road adjoining 9 Kelvin Grove, Thornbury

That Council notes the matter of the sale of Lot 4 on Title Plan TP023764B, to the owner of 9 Kelvin Grove, Thornbury, has been completed under delegation by the CEO in accordance with Council's resolution on 24 April 2023.

BACKGROUND / KEY INFORMATION

Council is required to consider a range of property matters for decision. These include matters such as property acquisitions and disposals, statutory naming processes, Right of Way disposals, proposed Road declarations and leasing of Council property.

This Report relates to the statutory procedures for the sale of a discontinued road.

In accordance with best practice and good governance principles reporting of property matters has been consolidated into one single standing report.

Local Government Act

Section 189 (Restriction on power to sell land) of the *Local Government Act 1989* (Act) was revoked on 1 July 2021 and replaced by Section 114 of the *Local Government Act 2020*.

Section 114 of the *Local Government Act 2020* is similar to section 189, however the exemption from compliance with section 223 (the right to make a submission) has been removed.

Because section 223 does not apply under the *Local Government Act 2020*, from 1 July 2021, any sale of land from a discontinued road must first comply with the community engagement provisions of Council's Community Engagement Policy.

From 1 July 2021 Council is required to undertake a two staged process of first resolving to discontinue a road and sell the land under clause 3 of Schedule 10 of the *Local Government Act 1989* Act and then propose the sale of the land under section 114 of the *Local Government Act 2020*.

The statutory procedures under section 114 of the *Local Government Act 2020* requires that Council publish a notice of its intention to sell the Land on the Council's website and undertake a community engagement process in accordance with its community engagement policy.

In contrast to the now repealed s. 189 of the *Local Government Act 1989*, Section 114 of the *Local Government Act 2020* does not require Council to publish a public notice in a newspaper circulated within the municipality nor provide for the lodgement of submissions to Council and the consideration of those submissions, pursuant to section 223 of the *Local Government Act 1989*.

Nevertheless, in order to provide a mechanism for feedback from interested parties as part of Council's community engagement process, it is recommended that Council invite both written and verbal submissions on the proposal, and deal with any submissions received, in line with the principles set out in section 223 of the *Local Government Act 1989*.

Under these principles, the notice of intention to sell the Land will provide affected parties the right to lodge a written submission with Council. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Any verbal submissions received will be considered by Council's Hearing of Submissions Committee.

Previous Council Resolution

Item 1: Discontinuance of road within Clements Reserve, Reservoir

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

Item 2: Sale of discontinued road adjoining 9 Kelvin Grove, Thornbury

At its meeting on 24 April 2023, Council resolved:

- (1) *Commences the statutory procedures under section 114 of the Local Government Act 2020 to sell the land from the discontinued road adjoining 9 Kelvin Grove, Thornbury, shown hatched on the site plan in Appendix A and shown as Lot 4 on Title Plan TP023764B in Appendix A to the owner of 9 Kelvin Grove, Thornbury, by private treaty in accordance with Council's Sale of Minor Assets Policy 2022.*
- (2) *Gives notice of its intention to sell the land on Council's website and in such notice states that Council proposes to sell the land from the former road to the owner of 9 Kelvin Grove, Thornbury, by private treaty and to transfer to itself any land not sold, in accordance with Council policy.*
- (3) *Invites written submissions on the proposed sale and deal with any submissions received in line with the principles set out in section 223 of the Local Government Act 1989.*
- (4) *Notes that any submissions received be considered by Council's Hearing of Submissions Committee at a meeting to be held on 10 July 2023.*
- (5) *If no submissions are received, a further report be presented to the Chief Executive Officer for a decision under delegation to consider completion of the statutory procedures for the sale of the land to the owner of 9 Kelvin Grove, Thornbury, and sign all necessary documentation for the sale of the land in accordance with Council policy and / or the transfer to Council of any land that remains unsold.*
- (6) *Note that the outcome of this matter will be reported through the Property Matters report following any decision under delegation, should there be no submissions received.*
- (7) *Note that in the event that submissions are received from other adjoining property owners or interested parties, Council reserves the right to reallocate the manner in which the land is to be sold in accordance with the Sale of Minor Council Asset Policy.*

At its meeting held on 1 December 2003, Council resolved:

'That Council having given public notice of a proposal to discontinue an approx. 2.4m wide section of the road at the rear of 7 to part 15 Kelvin Grove, Thornbury, and shown hatched on the plan enclosed as Appendix A to this report, and having considered submissions received in relation to the proposal in accordance with Section 223 of the Local Government Act 1989:

- (1) *discontinues the road in accordance with section 206 and Schedule 10, Clause 3 of the Local Government Act, 1989*
- (2) *advises each person who lodged a submission in relation to the proposal of Council's decision and the reasons for the decision as follows:*
 - (a) *Council is of the opinion that the section of road proposed to be discontinued is not reasonably required for public use as most of it has been enclosed within abutting properties for many years and access has not been possible.*

- (b) the formal discontinuance and sale of the section of road is consistent with the current physical status of the land and formalises actions taken in the past by owners of the abutting properties.*
- (c) the land from the discontinued section of road is proposed to be sold to the owners of the abutting properties at market value by private treaty in accordance with Council policy guidelines.*
- (3) directs that a notice be published in the Victoria Government Gazette*
- (4) directs that the land from the road be sold by private treaty to the abutting property owners in accordance with Council policy guidelines.*
- (5) directs that the discontinuance and sale will not affect any right, power or interest held by Yarra Valley Water, in the road in connection with any sewers, drains or pipes under the control of that Authority in or near the road; and*
- (6) signs and seals all documents relating to the sale of any land from the discontinued right of way to the owners of abutting properties.”*

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 2: Prosperous, Liveable and Flourishing

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.2 We will ensure our assets are optimised for the benefit of our community

DISCUSSION

Item 1: Discontinuance of road within Clements Reserve, Reservoir

Council officers have been liaising VicRoads and various State Government departments regarding the status of various parcels of land comprising Clements Reserve, Reservoir.

As part of the investigations for this matter, officers have found that one of the parcels within Clements Reserve is part of an unused road known as Blenheim Road, being contained in certificate of title Vol. 11548 Fol. 570 shown in **Figure 2** of **Appendix A**.

The investigation identified that although the land remains a road on title and is still in the name of the original registered proprietor, the road has not been constructed nor has it been used for the purpose which it was designated. The land that forms this unused road has been incorporated as part of Clements Reserve.

For practical reasons and in the interests of resolving any anomalies involved with the titles comprising of Clements Reserve, it is proposed that Council discontinue the unused road and take title to that parcel of land. This action is consistent with Council's current use of Clements Reserve.

Item 2: Sale of discontinued road adjoining 9 Kelvin Grove, Thornbury

On 24 April 2023, Council resolved to sell the land from the discontinued road adjoining the rear of 9 Kelvin Grove Thornbury, being Lot 4 on Title Plan TP023764B by private treaty in accordance with Council's Sale of Minor Council Assets Policy and having received no submissions in respect of this proposal it, authorised the Chief Executive Officer to sign all the documents relating to the sale of this land and undertake all actions required to transfer any land not sold to Council.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES**Financial Management****Item 1: Discontinuance of road within Clements Reserve, Reservoir**

Any costs associated with Council discontinuing the road and taking title to the land would be managed within annual budget allocations.

Community Engagement**Item 1: Discontinuance of road within Clements Reserve, Reservoir**

The statutory procedures require Council to give public notice of its intention to discontinue the road and take title to the land and invite submissions from affected parties. It is proposed that a copy of the public notice also be placed in a prominent position within the reserve for the duration of the submission period.

Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. In addition, all abutting property owners would be advised of the proposal in writing and informed of their right to make a submission. Following which, a report will be presented to Council for a decision on each of the matters.

Other Principles for consideration**Overarching Governance Principles and Supporting Principles**

(a) Council decisions are to be made and actions taken in accordance with the relevant law;

Public Transparency Principles

(c) Council information must be understandable and accessible to members of the municipal community;

Strategic Planning Principles

(d) strategic planning must identify and address the risks to effective implementation;

Service Performance Principles

(e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Item 1: Discontinuance of road within Clements Reserve, Reservoir

The land is currently occupied as passive open space and is being managed by Council in line with its service plan for open space.

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Item 1: Discontinuance of road within Clements Reserve, Reservoir

There are no factors in this report which will impact on equity, inclusion, wellbeing and human rights considerations.

Economic Development and Cultural Considerations

Item 1: Discontinuance of road within Clements Reserve, Reservoir

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

Operational Impacts

Item 1: Discontinuance of road within Clements Reserve, Reservoir

There are no operational impacts for this as the unused road is actively managed by Council as public open space.

Legal and Risk Implications

Item 1: Discontinuance of road within Clements Reserve, Reservoir

Council will mitigate any legal risk by engaging legal counsel to manage the discontinuance of the unused road and transfer of this land to Council.

IMPLEMENTATION ACTIONS


Item 1: Discontinuance of road within Clements Reserve, Reservoir

- Commence the statutory process by giving notice of Council's intentions to discontinue and vest the land on Council's website and written notification to adjoining property owners and occupiers.
- Report back to Council on outcome of the statutory process and seek a resolution on the vesting of the land.

RELATED DOCUMENTS

- *Local Government Act 1989*
- *Local Government Act 2020*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy 2015
- Sale of Minor Council Property Assets Policy 2022
- Toward Equality Framework

Attachments

- Appendix A - Property Matters - Sale of Minor Assets - Clements Reserve (**Appendix A**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of 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**ITEM 1: Discontinuance of road within Clements Reserve, Reservoir.**

To contextualise the property matter:

- The Site Plan is shown as **Figure 1**.
- The Advertising Plan is shown as **Figure 2**.
- The Aerial View is shown as **Figure 3**.

Figure 1 - Site Plan - road within Clements Reserve, Reservoir.

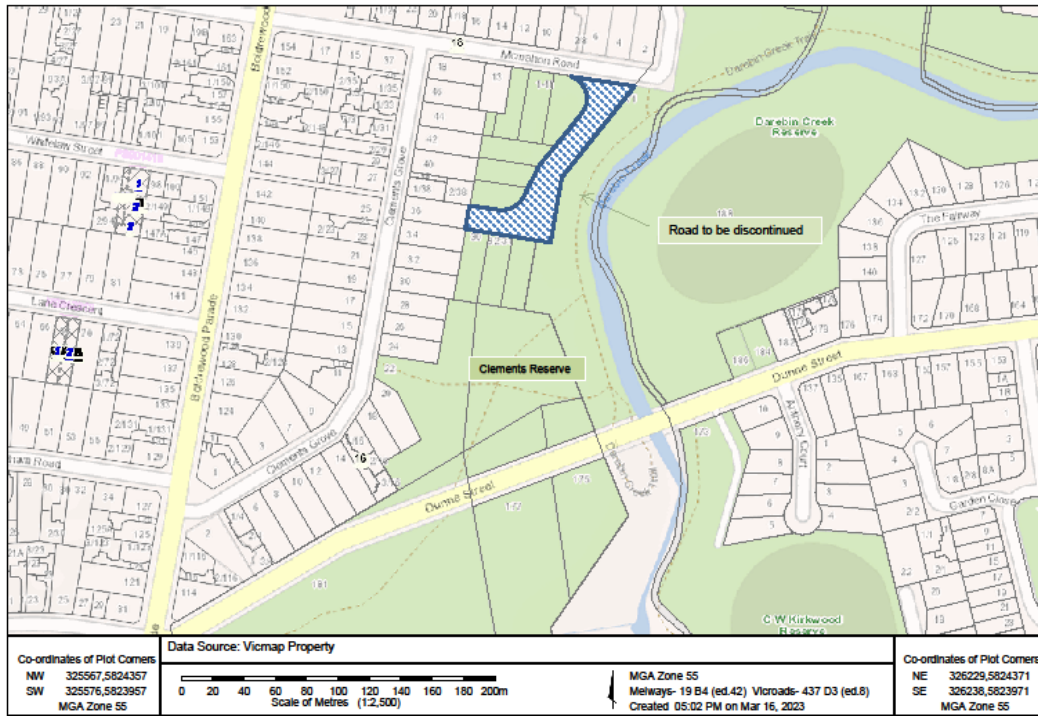


Figure 2 – Advertising Plan - road within Clements Reserve, Reservoir.

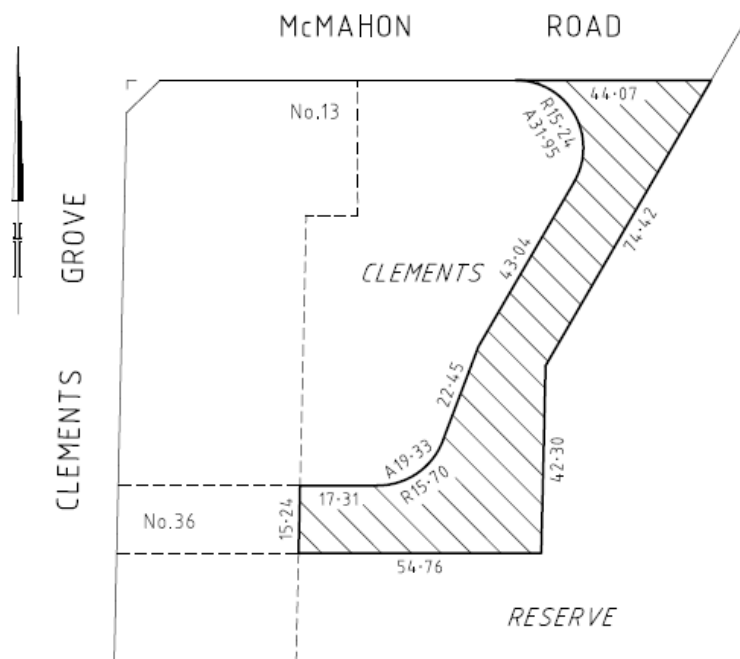
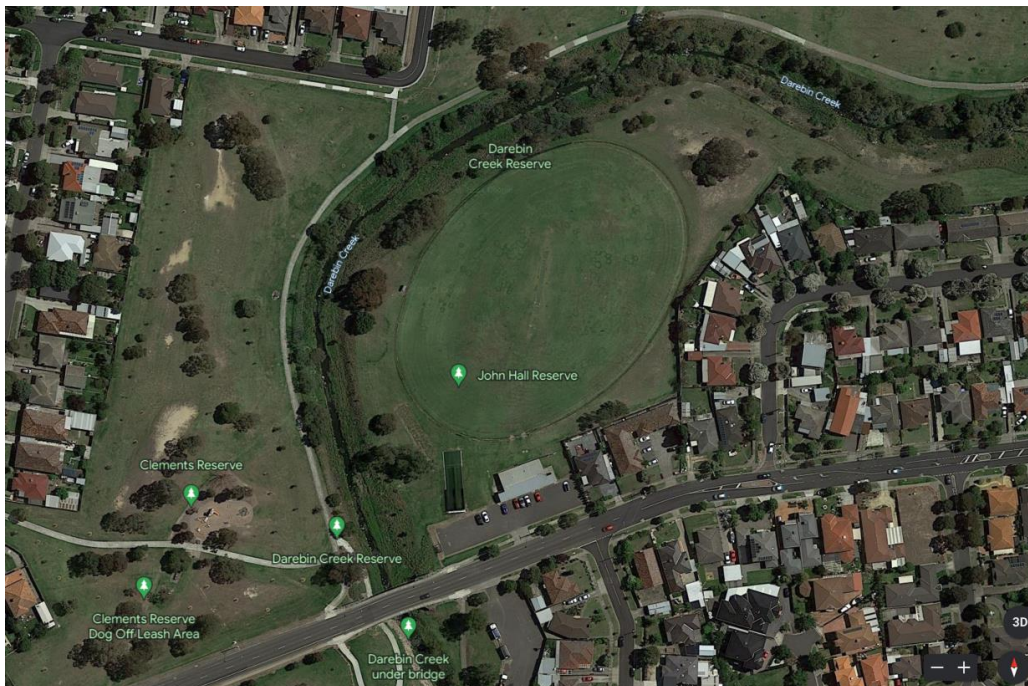


Figure 3 Aerial View - road within Clements Reserve, Reservoir.



9.6 GOVERNANCE REPORT - AUGUST 2023**Author:** Coordinator Governance Services**Reviewed By:** Acting Manager Governance & Engagement

EXECUTIVE SUMMARY

- Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors (**Appendix A**).
- Reports by Mayor and Councillors.
- Responses to public questions taken on notice at the Council Meeting held on 24 July 2023 (**Appendix B**).
- Councillor Expenses Report for the quarter from 1 April to 30 June 2023 (**Appendix C**) to this report.
- Adjustments to the allowances payable to Mayors, Deputy Mayors, and Councillors.
- Annual adjustments to the fees payable to the Independent Chair and Independent Members of the Audit and Risk Committee.
- The invitation to the CEO to represent Darebin at the Petaling Jaya International Art Conference 2023—from the 1st Asia Pacific Youth Folklore Festival, held in collaboration with the Petaling Java City Council, Eastern Regional Organisation for Planning and Housing, Malaysian Association of Town Planners of Local Authorities on 23-24 September 2023.
- Cancellation of Planning Committee meeting scheduled on 11 September 2023.

Officer Recommendation

That Council:

- (1) Note the Governance Report – August 2023
- (2) Note the Summary of attendance at Councillor Briefings at **Appendix A** to this report, for incorporation in the minutes of this meeting.
- (3) Note that reports by Mayors and Councillors submitted prior to the meeting and circulated to Councillors, will be incorporated in the minutes of this meeting.
- (4) Note the response to questions taken on notice during Public Question Time at the Council Meeting held on 24 July 2023 at **Appendix B** to this report.
- (5) Note the Councillor Expenses Report for the quarter from 1 January to 31 March 2023 at **Appendix C** to this report.
- (6) Note that on 8 December 2022 the Victorian Independent Remuneration Tribunal made a determination providing for an annual adjustment of 1.5% to the values of the allowances payable to Mayors (\$124,469), Deputy Mayors (\$62,235), and Councillors (\$37,565) effective from 18 December 2022.
- (7) Note that on 30 June 2023 the Victorian Independent Remuneration Tribunal made a determination providing for an adjustment of 2% to the values of the allowances payable to Mayors (\$126,958), Deputy Mayors (\$63,480), and Councillors (\$38,316) effective from 1 July 2023.

- (8) Note that on 30 June 2023 the Victorian Independent Remuneration Tribunal made a determination providing for an adjustment of 2% to the values of the allowances payable to Mayors (\$130,390), Deputy Mayors (\$65,195), and Councillors (\$39,390) effective from 18 December 2023.
 - (9) Endorse an increase in the fees for independent members of the Audit and Risk Committee, based on the rate cap of 3%, from 1 July 2023 to \$2,182.71 per quarter for the Independent Chair and \$1,720.95 per quarter for the Independent Members in accordance with provisions in the Audit and Risk Committee Charter.
 - (10) Note the invitation to the CEO on 31 July 2023 to represent Darebin at the Petaling Jaya International Art Conference 2023 – *Art and the City: Economic, Social, Environmental Transformation toward Sustainability*, from the 1st Asia Pacific Youth Folklore Festival, held in collaboration with the Petaling Jaya City Council, Eastern Regional Organisation for Planning and Housing, Malaysian Association of Town Planners of Local Authorities on 23-24 September 2023.
 - (11) Note that the CEO will be both attending and presenting at the Petaling Jaya International Art Conference 2023 on invitation, delivering a session on ‘Creating Vibrant Public Spaces’ on 23 September 2023 as the CEO of Darebin City Council.
 - (12) Note that the costs for travel and accommodation for the CEO’s attendance at the Petaling Jaya International Art Conference 2023 will be met by the Festival and other associated costs will be paid for by the CEO enabling representation at no cost to Council.
 - (13) Notes that there are no planning permit application items listed for the Planning Committee meeting scheduled to be held on 11 September 2023.
 - (14) Resolves to cancel the Planning Committee meeting scheduled to be held on Monday 11 September 2023.
-

BACKGROUND / KEY INFORMATION

In accordance with Council’s Governance Rules 2020, the agenda for each Ordinary Meeting is required to list certain governance/administrative matters in addition to other specified items.

These include Reports of Standing Committees i.e. Hearing of Submissions Committee, Summary of Meetings i.e. Briefings, Advisory Committee, responses to Public Questions taken on notice, reports by Mayor and Councillors, Councillor expenses and a range of other governance matters.

In accordance with best practice, good governance principles, transparent and account reporting, officers deem it appropriate to consolidate governance/administrative reports into one standing report to provide a single reporting mechanism for a range of statutory compliance, transparency and governance matters. This also ensure compliance with the requirements of the *Local Government Act 2020* (‘the Act’), Council’s Governance Rules and related regulations.

Previous Council Resolution

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

ALIGNMENT TO 2041 DAREBIN COMMUNITY VISION

Strategic Direction 1: Vibrant, Respectful and Connected

ALIGNMENT TO 2021-25 COUNCIL PLAN

Strategic Direction 4 Responsible, Transparent and Responsive

ALIGNMENT TO COUNCIL PLAN STRATEGIC OBJECTIVES

4.1 We will ensure balanced and responsible financial decision making that meets the needs of our community now and into the future

DISCUSSION

Matters covered in this report for the month of August 2023 are:

Summary of Advisory Committees, Councillor Briefing and other informal meetings of Councillors

Council's Governance Rules 2020 require any meeting of an Advisory Committee established by Council and attended by at least one Councillor, or a scheduled or planned meeting to discuss the business of Council, including briefing Councillors, and which is attended by at least half of the Councillors and one member of Council staff (excluding Council, Delegated Committee or Community Asset Committee meetings), the Chief Executive Officer must ensure that a summary of the meeting is:

- a) Tabled at the next convenient Council meeting; and
- b) Recorded in the minutes of that Council meeting.

The summary of the meeting should include:

- a) Time, date and location of the meeting;
- b) Councillors in attendance;
- c) Topics discussed;
- d) Positions of council officers in attendance;
- e) The organisation that any attendees external to council are representing; and
- f) Conflicts of interest declared, including the reason.

The following Advisory Committees, Councillor Briefings or other Informal Meetings of Councillors are summarised at **Appendix A**:

- Darebin Domestic Animal Management Group Meeting – 27 June 2023
- Councillor Briefing Session and Workshop – 3 July 2023
- Welcoming Cities Advisory Committee – 4 July 2023
- Councillor Briefing Session – 10 July 2023
- Councillor Briefing Session x 2 – 17 July 2023
- Councillor Briefing Session – 7 August 2023

Reports by Mayor and Councillors

By 4.00pm on the day of each Ordinary Council Meeting, the Mayor and Councillors submit a report detailing their attendance at various functions and activities since the last Council Meeting. These reports will be recorded in the minutes of this meeting.

Responses to Public Questions taken On Notice – Council Meeting 24 July 2023

Questions taken on notice at the Ordinary Council Meeting held on 24 July 2023 and subsequently responded to, are provided in **Appendix B** to this report.

Councillor Expenses – Quarter 4 from 1 April to 30 June 2023

Councillor Expenses Report for the period from 1 April to 30 June 2023, are included at **Appendix C** to this report. The Councillor Expenses report will also be made available on Council's website.

Victorian Independent Remuneration Tribunal**Annual Adjustment 2022**

On 8 December 2022, the Victorian Independent Remuneration Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2022.

The Tribunal determined a 1.5% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 18 December 2022. The Determination also adjusted the value of the remote area travel allowance by 1.5%.

A 1.5% increase was also applied to the base allowance values to take effect on:

- 18 December 2023
- 18 December 2024 (Mayor and Deputy Mayor only)
- 18 December 2025 (Mayor and Deputy Mayor only)

The base allowances for Council members at the City of Darebin (a Category 3 council) as set in December 2022 are shown in the following table.

	18 Dec 2021 – 17 Dec 2022	18 Dec 2022 – 17 Dec 2023	18 Dec 2023 – 17 Dec 2024	18 Dec 2024 – 17 Dec 2025	18 Dec 2025
Mayoral allowance	\$119,316	\$124,469	\$127,833	\$131,198	\$134,562
Deputy Mayoral allowance	\$59,658	\$62,235	\$63,917	\$65,598	\$67,280
Councillor allowance	\$35,972	\$37,565	\$38,618	\$38,618	\$38,618

Annual Adjustment 2023

On 30 June 2023, the Victorian Independent Remuneration Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2023.

The Tribunal determined a 2% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2023. The determination also adjusted the value of the remote area travel allowance by 2%.

A 2% increase was also applied to the base allowance values to take effect on:

- 18 December 2023
- 18 December 2024 (Mayor and Deputy Mayor only)
- 18 December 2025 (Mayor and Deputy Mayor only)

The base allowances for Council members at the City of Darebin (a Category 3 council) in future years as set on June 2023 are shown in the following table.

	18 Dec 2022 – 30 Jun 2023	1 Jul 2023 – 17 Dec 2023	18 Dec 2023 – 17 Dec 2024	18 Dec 2024 – 17 Dec 2025	18 Dec 2025
Mayoral allowance	\$124,469	\$126,958	\$130,390	\$133,822	\$137,253
Deputy Mayoral allowance	\$62,235	\$63,480	\$65,195	\$66,910	\$68,626
Councillor allowance	\$37,565	\$38,316	\$39,390	\$39,390	\$39,390

The base allowance for the Councillor Allowance on the 18 December 2023 will be \$39,390 until such time as it is reviewed.

Annual Review of Audit and Risk Committee payments

In accordance with section 53 of the *Local Government Act 2020*, Council pays a fee to all external members of the Audit and Risk Committee with the amount determined by Council, taking into account an assessment of the market and the recommendations of the CEO, which is indexed in alignment with the rate cap percentage each 1 July. It should be noted that a full benchmarking exercise of fees payable was undertaken in 2022.

In alignment of the rate cap percentage, the proposed increase in fees for 2023-24 is 3.5% and the recommended fees are as follows:

Independent Chair	\$2,182.71 per quarter (increased from \$2,108.90 in 2022/23)
Independent Member	\$1,720.95 per quarter (increased from \$1,662.75 in 2022/23)

As per section 6 of the Audit and Risk Committee Charter, external members are paid on a quarterly basis (not per meeting) and in accordance with section 53(6) of the Act, the fee that is paid is based on a per annum fee.

CEO Attendance at International Conference

On 31 July 2023 the CEO received an invitation to represent Darebin at the Petaling Jaya International Art Conference 2023 from the 1st Asia Pacific Youth Folklore Festival. The CEO has been asked to deliver a presentation on the topic of 'Creating Vibrant Public Spaces'.

The Conference is held by the 1st Asia Pacific Youth Folklore Festival in collaboration with the Petaling Java City Council, Eastern Regional Organisation for Planning and Housing and the Malaysian Association of Town Planners of Local Authorities on 23-24 September

2023. The theme of this year's conference is "Art and the City: Economic, Social, Environmental Transformation toward Sustainability".

Following discussion with the Mayor and Councillors, the CEO has accepted the invitation to present at the Conference, representing Darebin Council. As is customary for such an invitation, the CEO's travel and accommodation arrangements will be paid for by the Conference organisers.

The CEO will submit a declaration for these arrangements in accordance with Council's Staff Gifts, Benefits and Hospitality Policy. The CEO has offered to personally cover all other associated costs, enabling the representation of Darebin with no direct cost to Council.

Cancellation of September Planning Committee meeting

There are no planning permit application items listed for the Planning Committee meeting scheduled to be held on 11 September 2023. In light of this, the September meeting will be cancelled and the monthly VCAT update will be reported at the October meeting.

Voice to Parliament Notice of Motion

The Voice to Parliament Notice of Motion, which was adjourned from the 24 April 2023 Council Meeting has been withdrawn from the August agenda by the CEO under delegation, following a request by the original mover to withdraw the motion, whilst also noting that Council considered and resolved its position on this matter at its July 2023 meeting.

CONSIDERATION OF LOCAL GOVERNMENT ACT (2020) PRINCIPLES

Financial Management

Not Applicable.

Community Engagement

Not Applicable.

Other Principles for consideration

Overarching Governance Principles and Supporting Principles

- (i) the transparency of Council decisions, actions and information is to be ensured.

Public Transparency Principles

- (a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act;

Strategic Planning Principles

Not Applicable.

Service Performance Principles

Not Applicable.

COUNCIL POLICY CONSIDERATIONS

Environmental Sustainability Considerations (including Climate Emergency)

Nil

Equity, Inclusion, Wellbeing and Human Rights Considerations:

Nil

Economic Development and Cultural Considerations

Nil

Operational Impacts

Nil

Legal and Risk Implications

Nil




IMPLEMENTATION ACTIONS

The Councillor quarterly expenses will be published on Council's website.

RELATED DOCUMENTS

- *Local Government Act 1989 (Vic)*
- *Local Government Act 2020 (Vic)*

Attachments

- Summary of Councillor Attendance records - August 2023 (**Appendix A**) [↓](#) 
- Public Questions taken on notice - 24 July 2023 (**Appendix B**) [↓](#) 
- Councillor Expenses - Q4 1 April 2023 to 30 June 2023 (**Appendix C**) [↓](#) 

DISCLOSURE OF INTEREST

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council to disclose any conflicts of 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.



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Darebin Domestic Animal Management Group Meeting
	Date:	27 June 2023
	Location:	Online Teams Meeting
PRESENT:	Councillors:	Mayor Julie Williams
	Council Staff:	Yash Duggal Rhett English Jessica Creed Damian Stephens
	Other:	Skye Cook Robyn Edwards Beth Healy Samantha McKernan Nadine Richings
APOLOGIES:		Michael Groenewaldt Nell Thompson

The Meeting commenced at 5:30pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Animal management update	No disclosures were made.
2	Current animal enforcement	No disclosures were made.
3	Park patrols	No disclosures were made.
4	EAWF – adoption review and initiatives	No disclosures were made.
5	DAMP action Items	No disclosures were made.
6	Other discussion	No disclosures were made.

SUMMARY OF MEETINGS – PUBLIC RECORD (CONT)

The Meeting concluded at 7:10pm

RECORD COMPLETED BY:	Officer Name:	Damian Stephens
	Officer Title:	City Safety Operational Support Officer



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session & Workshop
	Date:	3 July 2023
	Location:	Hybrid: - In person – Chamber - Virtual
PRESENT:	Councillors:	Mayor Williams, Deputy Mayor Newton* (4.00pm), Cr. Dimitriadis* (4.03pm), Cr. Greco, Cr. Hannan (4.01pm), Cr. Laurence (5.03pm), Cr. McCarthy*, Cr. Messina*, Cr. Rennie
	Council Staff:	Peter Smith, CEO Vanessa Petrie, General Manager City Sustainability and Strategy Jodie Watson, General Manager Governance & Engagement (Item 4.3) Rachel Ollivier, General Manager Operations & Capital (Item 4.1 & 4.2) Kylie Bennetts, General Manager Community Jacinta Stevens, Manager Corporate Governance (Item 4.3) Casey Ward, Manager Capital & Major Projects (Item 4.1 & 4.2) Melanie McCarten, Manager Recreation & Libraries (Item 4.1) Chad Griffiths, Manager City Futures (Item 4.2) Kathryn Pound, Manager City Development (Item 4.2)
	Other:	Megan Lawton, Justitia
APOLOGIES:		

The Meeting commenced at 3.59pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	Works to Council buildings by Others	Cr Rennie declared a conflict re: Jika Jika premise and will leave the chamber if any discussion occurs.

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.2	Implementation of Darebin's 2023 flood mapping	No Disclosures Made
4.3	Draft Community Complaints about a Councillor Policy	No Disclosures Made
	Councillor Good Governance Action Workshop – Code of Conduct Procedures (Process for lodging a complaint)	No Disclosures Made This workshop was facilitated by Megan Lawton, Justitia Jodie Watson & Jacinta Stevens were present during the workshop

The Meeting concluded at 7.50pm

RECORD COMPLETED BY:	Officer Name:	Jacinta Stevens
	Officer Title:	Manager, Corporate Governance



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Welcoming Cities Advisory Committee
	Date:	4 July, 2023
	Location:	Conference Room Preston Town Hall & Hybrid
PRESENT:	Councillors:	Cnr Gaetano GRECO Cnr Tom HANNAN
	Council Staff:	Kathie Duncan Wendy Dinning Ania Sieracka
	Other:	AMES; Community member x 3; Darebin Interfaith Council; Welcoming Cities representative;
APOLOGIES:		DAAC; Spectrum Migrant Resources Centre; Community Member x 3; VHREOC; DECC

The Meeting commenced at 5.30pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Committee Update	No disclosures were made
2	Actions from previous meeting	No disclosures were made
3	Goods News and Acknowledgement of festivities	No disclosures were made
4	Welcoming Cities Standards (consultation update)	No disclosures were made
5	Multicultural Communications & Engagement Toolkit	No Disclosures were made
6	General Business	No Disclosures were made

SUMMARY OF MEETINGS – PUBLIC RECORD (CONT)

The Meeting concluded at 7.00pm

RECORD COMPLETED BY:	Officer Name: Officer Title:	Officer Kathie Duncan Coordinator Community Development and Wellbeing
---------------------------------	---	---



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	10 July 2023
	Location:	Hybrid: - In person – Chamber - Virtual
PRESENT:	Councillors:	Mayor Williams, Deputy Mayor Newton*, Cr. Greco*, Cr. Hannan (4.05pm), Cr. Laurence, Cr. McCarthy*(4.42pm), Cr. Messina*, Cr. Rennie*
	Council Staff:	Peter Smith, CEO Vanessa Petrie, General Manager City Sustainability and Strategy (Item 4.4) Jodie Watson, General Manager Governance & Engagement (Item 4.3) Rachel Ollivier, General Manager Operations & Capital Kylie Bennetts, General Manager Community (Items 4.1 & 4.2) Jacinta Stevens, Manager Corporate Governance Melanie McCarten, Manager Recreation & Libraries (Item 4.1) Kathryn Pound (Item 4.0) Daryl Whitfort, Interim Chief Financial Officer (Item 4.3) Jeanne Poustie, Manager Supported and Connected Living (Item 4.2)
	Other:	KPMG Representatives (Nicki Doyle)
APOLOGIES:		Cr. Dimitriadis

The Meeting commenced at 4.02pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.0	Pre-Planning Meeting Discussion and Questions	No Conflicts Disclosed
4.1	NARC and Libraries Naming Opportunities	No Conflicts Disclosed Cr Messina arrived in person 4.35pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.2	Home Care Package Update - KPMG Presentation	Cr Messina declare a conflict due to her employment in aged care – left 5.00pm Cr Rennie left virtual meeting 4.46pm – 5.04pm Cr McCarthy left virtual meeting 4.47pm – arrived in person 5.17pm Cr Laurence arrived during the presentation at 5.10pm Cr Williams left 5.40pm – 5.57pm
4.3	Borrowing Policy (A presentation on this item will be provided separately)	No Conflicts Disclosed Cr Messina returned at start of item 5.49pm Cr Newton took over chairing of briefing 5.49pm
4.4	Preston Market Discussion	No Conflicts Disclosed

The Meeting concluded at 6 pm for Planning Committee Meeting
The briefing resumed after Planning Committee Meeting and concluded at 8.15pm

RECORD COMPLETED BY:	Officer Name: Jacinta Stevens Officer Title: Manager Corporate Governance
-----------------------------	--



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	17 July 2023
	Location:	Hybrid: - In person – Chamber - Virtual
PRESENT:	Councillors:	<p>Mayor Williams, Deputy Mayor Newton, Cr. Greco, Cr. Laurence, Cr Rennie*</p> <p>Cr Hannan joined the briefing at 4.12pm.</p> <p>Cr McCarthy joined the briefing at 4.31pm.</p> <p>Cr Messina joined the briefing at 4.36pm*</p> <p>Cr Laurence departed the briefing at 5.53pm.</p> <p>Cr Messina departed the briefing from 6.08pm to 6.51pm for item 4.6.</p>
	Council Staff:	<p>Peter Smith, CEO</p> <p>Vanessa Petrie, General Manager City Sustainability and Strategy (Item 4.4)</p> <p>Jodie Watson, General Manager Governance & Engagement (Items 4.0 & 4.5)</p> <p>Rachel Ollivier, General Manager Operations & Capital (Item 4.2)</p> <p>Kylie Bennetts, General Manager Community (Items 4.1, 4.3 & 4.6)</p> <p>Lalitha Koya, Manager Information Services (Item 4.0)</p> <p>Anton Fernando, Coordinator IT Operations (Item 4.0)</p> <p>Winston Fernando, Cyber Security and Compliance Specialist (Item 4.0)</p> <p>Wendy Dinning, Acting Manager Equity and Wellbeing (Item 4.1)</p> <p>Uncle Stuart McFarlane, Aboriginal Partnerships Officer (Item 4.1)</p> <p>Cecille Tache, Diversity Policy Officer (Item 4.1)</p> <p>Vicky Guglielmo, Manager Economic Recovery and Resilience (Item 4.3)</p> <p>Mark Chung, Place Manager (Item 4.3)</p> <p>Allan Middlemast, Acting Manager Climate Emergency and Sustainable Transport (Item 4.4)</p> <p>Lizzie Skinner, Acting Manager City Works (Item 4.4)</p>

		Stephanie Lai, Senior Environmental Strategy Officer (Item 4.4) Daryl Whitfort, Interim CFO (Item 4.5) Jeanne Poustie, Manager Supported and Connected Living (Item 4.6) Nathan Korotkov, Senior Team Leader Service Projects (Item 4.6)
	Other:	Uncle Allan Brown, Co-Chair Darebin Aboriginal Advisory Committee (Item 4.1)
APOLOGIES:		Cr. Dimitriadis

The Meeting commenced at 4.02pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.0	Incident Response Plans & RRP - Confidential Report - Will be circulated separately to Councillors & ELT only	No disclosures
4.1	Voice to Parliament – Darebin Aboriginal Advisory Committee (DAAC)	No disclosures
4.2	Darebin Creek Management Committee (DCMC) Governance Audit	No disclosures
4.3	Reservoir Economic Analysis & Investment Attraction Strategy	No disclosures
4.4	Waste Review Consultation	No disclosures
4.5	Borrowing Policy	No disclosures
4.6	Aged Care Reforms - KPMG Proposal	Cr Messina declared a conflict and departed the briefing for the duration of this item.
4.7	General Business: EBA Update Edwardes Lake Dog attack Thornbury High – Child Care 86 Festival	

The Meeting concluded at 7.07pm

RECORD COMPLETED BY:	Officer Name:	Jodie Watson
	Officer Title:	GM Governance and Engagement



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	17 July 2023
	Location:	Hybrid: - In person – Chamber - Virtual
PRESENT:	Councillors:	Mayor Williams, Deputy Mayor Newton, Cr. Greco, Cr. Hannan, Cr. Laurence Cr. Rennie* joined the briefing virtually at 4.05pm Cr. McCarthy joined the briefing at 4.12pm. Cr. Messina* joined the briefing virtually at 4.36pm. <i>*Attended virtually</i>
	Council Staff:	Peter Smith, CEO Vanessa Petrie, General Manager City Sustainability and Strategy (Item 4.4) Jodie Watson, General Manager Governance & Engagement (Items 4.0 & 4.5) Rachel Ollivier, General Manager Operations & Capital (Item 4.2) Kylie Bennetts, General Manager Community (Items 4.1, 4.3 & 4.6) Lalitha Koya, Manager Information Services (Item 4.0) Vicki Guglielmo, Acting Manager Economic Recovery and Resilience (Item 4.3) Allan Middlemast, Acting Manager Climate Emergency and Sustainable Transport (Item 4.4) Wendy Dinning, Acting Manager Equity and Wellbeing (Item 4.1) Daryl Whitfort, Interim CFO (Item 4.5) Jeanne Poustie, Manager Supported and Connected Living (Item 4.6)
	Other:	Uncle Alan Brown, Darebin Aboriginal Advisory Chair (Item 4.1)
APOLOGIES:		Cr. Dimitriadis

The Meeting commenced at 4.02

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.0	Incident Response Plans & RRP - Confidential Report - Will be circulated separately to Councillors & ELT only	There were no disclosures
4.1	Voice to Parliament – Darebin Aboriginal Advisory Committee (DAAC)	There were no disclosures
4.2	Darebin Creek Management Committee (DCMC) Governance Audit	Cr. Laurence noted a potential conflict of interest, there were no other disclosures
4.3	Reservoir Economic Analysis & Investment Attraction Strategy	There were no disclosures Cr. Laurence left the briefing – 5.50pm
4.4	Waste Review Consultation	There were no disclosures
4.5	Borrowing Policy	There were no disclosures
4.6	Aged Care Reforms - KPMG Proposal	Cr. Messina declared a conflict of interest and departed the briefing.
4.7	General Business <ul style="list-style-type: none"> - Container deposit submissions - Incident at Edwards Park Lake - Enterprise Bargaining and Agreement and industrial dispute - Festival 86 announcement - Thornbury High School noted as site for new Kindergarten 	Cr. Messina returned to the briefing There were no disclosures

The Meeting concluded at 6.58pm

RECORD COMPLETED BY:	Officer Name: Bobbie Bright
	Officer Title: Acting Manager Corporate Governance



SUMMARY OF ADVISORY COMMITTEES, COUNCILLOR BRIEFINGS AND OTHER INFORMAL MEETINGS OF COUNCILLORS

MEETING DETAILS:	Title:	Councillor Briefing Session
	Date:	7 August 2023 at 4.05pm Meeting adjourned at 4.34pm, recommenced at 4.46pm
	Location:	Virtual ONLY: - Virtual
PRESENT:	Councillors:	Mayor Williams, Cr. Newton, Cr Greco, Cr Hannan Cr McCarthy joined at 4.10pm Cr Hannan departed at 4.30pm and rejoined at 5.11pm Cr Susan Rennie joined at 5.30pm
	Council Staff:	Peter Smith, CEO (joined at 4.48pm) Vanessa Petrie, General Manager City Sustainability and Strategy Kylie Bennetts, General Manager Community (item 4.2) Jodie Watson, General Manager Governance & Engagement (items 4.1 & 4.3) Rachel Ollivier, General Manager Operations & Capital Enna Giampiccolo, Manager Governance and Communications Bobbie-Lea Bright, Acting Manager Corporate Governance Gillian Damonze, Coordinator Social Connection and Inclusion (item 4.2) Nathan Korotkov, Senior Team Leader Service Projects (item 4.2) Julie Wyndham, Coordinator Corporate Strategy (Item 4.1) Lalitha Koya, Manager Information Services (Item 4.3) Phil Bourke, Corporate Strategic Systems (external presenter for Item 4.3)
	Other:	
APOLOGIES:		Cr Dimitriadis, Cr. Laurence Cr Messina

The Meeting commenced at 4.05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.1	2022-23 Q4 Performance Report (Non-Financial) ending 30 June 2023	No Disclosures were made
4.2	Aged Care: Quarterly Service Delivery Performance	No Disclosures were made
4.3	ICT & Digital Strategy	No Disclosures were made

SUMMARY OF MEETINGS – PUBLIC RECORD (CONT)

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
		No Disclosures were made

The Meeting concluded at 6.25pm

RECORD COMPLETED BY:	Officer Name:	Enna Giampiccolo
	Officer Title:	Manager Governance and Communications

Question and Submission Time – Questions taken on Notice

At the Council meeting held on 24 July 2023, the following questions were taken on notice.

1. Serena O'Meley of Reservoir

Q1. In April this year, Friends of Wat Ganbo Park met with representatives of Darebin Council to discuss the installation of new wetlands in the park. The design is significantly different to what was proposed in the Master Plan, so we were invited to ask questions and were promised a written response from officers and/or an external consultant. Those questions were emailed to Darebin Council on 26 April 2023 and, despite follow up contact, there has not been a response. We are concerned that works may proceed before consultation takes place. When can we expect a response to our questions?

Response from General Manager Operations & Capital

Officers have reached out to Serena to advise that we are still working through the responses to the community questions, and we hope to have a full response shortly.

Q3. How much money is Darebin Council spending on external contractors to backfill staff who are taking industrial action, when it could be finalising an enterprise agreement with fair conditions and a reasonable pay rise that addresses current cost of living pressures?

Response from General Manager Governance & Engagement

Thanks for your question to Council on the 24 July 2023 asking how much money Darebin Council is spending on external contractors to backfill staff who are taking industrial action. Council has spent \$100, 691 on contractors to complete essential waste collection services, that are deemed critical for public health and the environment.

2. Chris Vellios of Northcote

Q1. I was here about a month ago asking about over value of properties to charge at a higher rate?

Q2. City of Darebin needs to address investors with multi properties, how they are being fleeced?

Q3. I need to know about land shortage in Australia, why they are charging vacant land tax?

Response from General Manager Governance & Engagement

Letter to be sent via email 15/8/23 explaining that Council raises Rates and does not have a role in the raising of land tax. Council Valuations are provided through the Victorian Valuer-Generals office.

3. Laura Fazio of Preston

Q2. Last week representatives of the Save the Preston Market Action Group had a meeting with the Planning Minister, Sonia Kilkenny regarding her imminent decision on the future planning and heritage controls that will be applied to the Preston Market site.

Response from General Manager City Sustainability and Strategy

Councillor officers have spoken to Ms Fazio and have welcomed the opportunity for a meeting with the mayor. Due to STMP members working throughout the day, the meeting will not be in person, instead via teams. A suitable day is still be organised between the Mayors EA and STMP that works for all parties.

Q3. The Save Preston Market Action Group is organising a community event (Hands around the Market) on August the 12th 2023. Will council provide us support as they have done in the past?

Response from General Manager Community

Council officers reached out to George Kanjere of the STPM group on Friday 28 July to discuss the event and obtain further information.

Discussions were held around event safety, notification of Vic Pol, no trespassing on private property or restriction of access and what additional support they were seeking from council.

George gave an outline of the event

- 10:30am begin assembly,
- 11:00am some speeches,
- 11:30am form a 'C' around the market, no plan to go along the East boundary parallel to High St, no plan trespass on private property, no plan to block any pedestrian or vehicle access to the site or any footpaths,
- 11:40am make some noise,
- 11:45am event finish.

George also requested if Council could publicise the event? A request forwarded to Council comm's team. Council officers provided some advice to the group around the safe handling of the event and pointed them towards further event information and resources on Council's website.

The group was provided with officer contact details if they had further questions, and an outline of the discussion was forwarded to other members of the STPM group via email, Con Lambros and Laura Fazio.

4. Wayne Moore of Preston

Q1. What has been done about the Quest Hotel not giving out their free carpark?

Response from General Manager City Sustainability and Strategy

Wayne was called on 25 July to discuss his concerns. Wayne confirmed over the phone that someone from the planning team is addressing this issue. No further action required on this.

Q2. Has Youngman Street had an impact study been done on the increase of speed and the danger they have now caused to children walking to school alone as this is a bottleneck in Morgan Street for children walking to school?

Response from General Manager City Sustainability and Strategy

I discussed Wayne's concerns on the phone on 25 July. I committed to reviewing the details of the petition he arranged and comparing it with the details in our survey that was part of the parking change investigation process that included Youngman Street. I was going to make contact with Wayne when this was completed

5. Annette Kalkbrenner of Preston

Q1. Why are developers being allowed to not adhere to the Planning and Environmental Act in not correctly advertising a development?

Response from General Manager City Sustainability and Strategy

The General Manager is providing a formal response to Ms Kalkbrenner regarding her concern about one particular planning permit matter.

Councillor Expenses - Q4 1 April 2023 - 30 June 2023 (If applicable GST is excluded)

	Cr Dimitriadis	Cr Greco	Cr Hannan	Cr Laurence	Cr McCarthy	Cr Messina	Cr Newton (Deputy Mayor)	Cr Rennie	Cr Williams (Mayor)	Total
										\$
Councillor Allowances	8,301	8,301	8,301	8,301	8,301	8,301	13,767	8,301	27,534	99,411
Mobile (Usage & Data Plan) (incl. Ipad for GG,TL & LM)	95	136	95	136	95	136	95	95	135	1,022
Internet (Laptop)	41	41	41	41	41	41	41	41	41	368
Travel (Cabcharge/misc travel expenses)									124	124
Family care							750			750
Conferences (Inc. all related costs/travel/meals/accom)					1,036		1,036	1,036	4,268	7,377
Training & Development										
Functions/events										-
Subscription										-
Stationary/equipment		1,115								1,115
Mayoral Vehicle									3,721	3,721
Total net expenses	8,438	9,593	8,438	8,478	9,474	8,478	15,690	9,474	35,823	113,886

Telephone and internet charges are recorded in the month they are incurred. All other expenses are reported on a cash basis in the month that they are paid.

Internet charges are included under Mobile Usage and Data Plan

Reimbursements to Council include payments from Councillors owed for a range of previous months which were paid for within this quarter

Further explanation of the expense categories is available in the City of Darebin Councillor Support and Expenses Policy June 2021.

10. ITEMS TO BE TABLED

Nil

11. NOTICES OF MOTION

11.1 E-SCOOTER

Councillor: Susanne NEWTON

NoM No.: 13/2023

Take notice that at the Council Meeting to be held on 28 August 2023, it is my intention to move:

That Council

- 1) *Notes the successful E-scooter and safety trial where the Victorian Government partnered with the City of Melbourne, City of Yarra, City of Port Phillip and City of Ballarat to run e-Scooter trial in 2021 and 2022, with nearly four million rides recorded.*
- 2) *Notes that benefits of e-scooter use include:*
 - a. *reduced emissions and congestion*
 - b. *increased transport connectivity*
 - c. *and enabling economic activity.*
- 3) *Notes that during the extended trial period, other councils across Victoria are now able to enter into their own hire schemes (hire e-scooters).*
- 4) *Receives a report on how Darebin can participate in this extended trial and partner with companies such as Lime or Neuron to make e-scooters available to hire in the Darebin municipality, including, but not limited to:*
 - a. *safety considerations*
 - b. *potential revenue to council and enabling economic activity in the city, and*
 - c. *impacts on reducing emissions and congestion.*

Notice Received: 14 August 2023

Notice Given to Councillors 14 August 2023

Date of Meeting: 28 August 2023

Rationale

Many people would have seen e-scooters left at the border between Darebin and Yarra Councils, because while Yarra has been part of an e-scooter trial, Darebin has yet to be involved. While the initial trial only involved four councils, it is now possible for any Council across Victoria to participate in the extended trial and enter into an agreement with companies that hire e-scooters, such as Lime or Neuron. Opening up Darebin for e-scooter hire give residents and visitors the opportunity to use e-scooters to travel short distances.

Darebin is well placed to have e-scooters available due to its proximity to the city and inner suburbs, as well its vibrant strip shopping, entertainment, live music and arts and culture within relatively short distances.

As the Councillor representative to the Metropolitan Transport Forum (MTF), this issue has been discussed and presented on a number of times at the MTF meetings, with significant interest from councils, particularly inner suburban councils such as ours.

The results of the trial so far have been very interesting, with a large amount of trips made in the City of Melbourne (as well as Yarra and Port Phillip) which has raised revenue for council and increased options for people to getting around on short trips using a new mode of transport. The trial was also successful in the City of Ballarat, with many people of all ages using the e-scooters for short trips.

E-Scooters in Victoria

<https://www.vicroads.vic.gov.au/safety-and-road-rules/e-scooters-in-victoria>

- The Victorian Government has expanded Victoria's e-scooter trial and now e-scooters are legal under strict trial rules.
- To operate within a council's area, commercial e-scooter rental companies will be required to establish an agreement with the local council.

E-scooter Safety and Trial FAQs

<https://www.vicroads.vic.gov.au/safety-and-road-rules/e-scooters-in-victoria/e-scooter-trial>

- The trial found that e-scooters are a popular way to get around and there is a high demand from Victorians to be able to use them.
- The Victorian Government partnered with the City of Melbourne, City of Yarra, City of Port Phillip and the regional City of Ballarat to run e-scooter trials following a targeted expression of interest process in 2021.
- The Victorian Government undertook a controlled e-scooter trial in partnership with councils in Ballarat (from December 2021) and the metro region (Cities of Melbourne, Port Phillip and Yarra, from February 2022) to understand how e-scooters might be used safely in Victoria.
- The e-scooter share scheme operators appointed by the councils were Neuron and Lime.
- Victoria's e-scooter trial has been expanded across the state from 5 April 2023, for those aged 16 years and over and will allow users on private owned e-scooters to be part of the trial.
- The trial gives stakeholders and communities a chance to see and try e-scooters first-hand.
- The trial has been very popular with users, with almost 4 million rides recorded. Incident rates during the trial were below benchmarks compared to other e-scooter hire schemes operating in Australia.
- Although the trial gave us a significant amount of information, we need to ensure that e-scooters can be safely incorporated into the transport network on a long-term basis.
- Expanding the trial will provide this additional data to evaluate and inform future regulations.

Attachments

Nil

11.2 PLANT BASED TREATY**Councillor: Susanne NEWTON****NoM No.: 14/2023**

Take notice that at the Council Meeting to be held on 28 August 2023, it is my intention to move:

That Council

- 1) *Receives a report that considers:*
 - a. *Council endorsing the Plant Based Treaty, joining 21 municipalities worldwide including the cities of Edinburgh, Los Angeles and Norwich*
 - b. *how the goals of the treaty could be implemented within Darebin, including but not limited to:*
 - i. *Including a plant-based approach to food and food purchasing in the review of our climate emergency plan*
 - ii. *Using council's communication channels to promote sustainable and affordable food and drink practices, including details of the climate and health benefits of plant-based food and drinks*
 - iii. *Liaise with local businesses, schools and community groups to promote campaigns such as Meat Free Mondays and Plant Powered Fridays*
 - iv. *Explore potential for increasing plant-based food options/ having plant-based only options at council events and meetings*
 - v. *Partnering with community groups to establish seed distribution hubs in libraries to promote homegrown produce and improve access to fresh fruits and vegetables*
 - vi. *When events occur on council land, ensure that environmentally friendly plant-based options are included and available (i.e., minimum from at fifty per cent of caterers), secured through the use of terms and conditions of hire (where reasonably and appropriately possible)*
 - vii. *Work with community groups across the city to promote the establishment of new and appropriate community gardens and orchards.*
 - c. *Advocacy options for the Plant Based Treaty, including writing to the Federal Government, sharing details with the community through Darebin's communication channels, and circulating the Treaty and Council's position, to all other Victorian Council's, the MAV, the VLGA and Darebin's sister city Hefei in China.*

Notice Received: 14 August 2023**Notice Given to Councillors 14 August 2023****Date of Meeting: 28 August 2023**

Rationale

As the first city in the world to declare a climate emergency and take the urgent action required to address it, Darebin should consider how food systems can combat the climate crisis, with animal agriculture a major contributor to the climate crisis. Darebin community members have contacted me requesting that Darebin endorse the treaty.

What is the Plant Based Treaty?

The adoption of a Plant Based Treaty as a companion to the UNFCCC/Paris Agreement will put food systems at the heart of combating the climate crisis. The Treaty aims to halt the widespread degradation of critical ecosystems caused by animal agriculture, to promote a shift to more healthy, sustainable plant-based diets and to actively reverse damage done to planetary functions, ecosystem services and biodiversity.

Find out more about the treaty at: <https://plantbasedtreaty.org/>

Attachments

Nil

12. URGENT BUSINESS

13. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL


14. CLOSE OF MEETING

**CITY OF
DAREBIN**

274 Gower Street, Preston
PO Box 91, Preston, Vic 3072
T 8470 8888 F 8470 8877
E mailbox@darebin.vic.gov.au
darebin.vic.gov.au

 **National Relay Service**
relayservice.gov.au

If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service.

 **Speak your language**
T 8470 8470

العربية	Italiano	Soomalil
繁體中文	Македонски	Español
Ελληνικά	नेपाली	اردو
हिंदी	ਪੰਜਾਬੀ	Tiếng Việt