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AGENDA OF THE COUNCIL MEETING

Held on Monday 21 May 2018

Public question time will
commence shortly after 6.00pm.




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

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

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

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

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



English - Agenda

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

Arabic

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

Chinese

这是市议会会议议程。如需协助了解其中的任何议项，请致电8470 8888。

Greek

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

Hindi

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

Italian

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

Macedonian

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

Somali

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

Vietnamese

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

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Agenda

1. MEMBERSHIP

Cr. Kim Le Cerf (Mayor) (Chairperson)

Cr. Steph Amir

Cr. Gaetano Greco

Cr. Trent McCarthy

Cr. Lina Messina (Deputy Mayor)

Cr. Susanne Newton

Cr. Susan Rennie

Cr. Julie Williams

2. APOLOGIES

Cr Tim Laurence is on an approved leave of absence.

3. DISCLOSURES OF CONFLICTS OF INTEREST

4. CONFIRMATION OF THE MINUTES OF COUNCIL MEETINGS

Recommendation

That the Minutes of the Ordinary Meeting of Council held on 30 April 2018 be confirmed as a correct record of business transacted.

5. QUESTION AND SUBMISSION TIME

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

QUESTIONS

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

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

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

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

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

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

SUBMISSIONS OR COMMENTS

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

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

HOW TO SUBMIT YOUR QUESTION OR MAKE A COMMENT OR SUBMISSION

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

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

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

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

6. PETITIONS

At is meeting held on 30 April 2018 a petition was tabled and a report requested to return to Council regarding Aged Care Reforms. Please note this item is to be addressed at 'Item 8.1 Aged Care Reforms – Process for Decision-making and response to petition' of this Agenda.

7. URGENT BUSINESS

8. CONSIDERATION OF REPORTS

8.1 AGED CARE REFORMS- PROCESS FOR DECISION-MAKING & RESPONSE TO PETITION

Author: Coordinator Access and Support
Manager Aged and Disability
General Manager Community

Reviewed By: General Manager Community

PURPOSE

This report proposes a review and consultation process to inquire into how can Council best create an age-friendly city, and how can Council best provide services, programs and facilities for older people into the future. The report also considers a recent petition from community members concerned about the future of Council's services for older people.

An expert panel is proposed to consider research and evidence, prepare a discussion paper, and invite community consultation. The panel would then finalise a report with recommendations for the Council.

EXECUTIVE SUMMARY

Darebin Council is committed to creating an age friendly city where our older people can live well, and are empowered and valued. The Council has a proud history of providing services to older people, funded substantially by the federal government.

Federal funding reforms have already changed how older people access aged care services in Australia. Further federal changes (from probably mid-2020) will end block funding to service providers such as Darebin Council. This will have complex impacts on how services can be provided and how clients will experience services.

These past and future changes are causing concern in the Darebin community. Council received a petition in April 2018 urging the continuation of Council's aged care services. Many of Council's aged care clients are worried about their future access to quality and trusted services.

This report proposes that Darebin Council should conduct a review and public consultation process not just about Council's existing services, but about how can Council best create and foster an age-friendly city.

This review process would include consideration of how the Council can best use its resources to create an age friendly city, now and into the future, including issues of:

- Social inclusion and civic participation;
- Built environment, transport and housing;
- Community support and health services (including consideration of a range of options for future provision of existing Council services, and for potential new services and facilities).

An expert panel is proposed to conduct the review and consultation process. Proposed terms of reference are attached. The review would take place from late May 2018 – February 2019.

Recommendation

That Council:

- (1) Establish the Review Panel on Creating an Age Friendly Darebin, with terms of reference as attached as **Appendix B**.
- (2) Appoint _____ as members of the Review Panel.

BACKGROUND / KEY INFORMATION

The proposed review will consider and recommend how to create an age friendly Darebin, which will include consideration of how the City of Darebin should provide services to older people in the longer term future. Below is some background about Darebin's services to older people.

History

In 1984 the Home and Community Care (HACC) program was implemented by the federal and state governments. The program was embraced and co-funded by Darebin council, and most other local governments in Victoria. It was enthusiastically adopted as a platform for council support of older people and people with disabilities to live independently at home. Darebin Council has been a prominent local provider of home and community support services during that time.

In other states local government did not take up this level of involvement in HACC, and a variety of other models evolved.

The introduction of the Living Longer Living Better legislation (2012) and the National Disability Insurance Scheme (from 2013) introduced a whole new era of aged and disability services across the country. Through changing the mechanisms of funding, the federal government aimed to create better consumer choice for clients.

The Commonwealth Home Support Program (CHSP) commenced roll-out for all states in 2015, except Victoria and Western Australia. However the Commonwealth and Victorian Governments agreed that special transition provisions would apply in Victoria until 1 July 2019. This saw the continuation of 'block funding', a stability of funding commitment and establishment of a Victorian Regional Assessment Service (VRAS).

Current status

The Commonwealth Government has recently indicated that it will extend Regional Assessment Services (RAS) and CHSP funding arrangements for an additional year to July 2020. The extension will be a separate one-year contract which is yet to be negotiated.

The Commonwealth stated intention is for a fully open and competitive market to operate after July 2020. However, details of how the Commonwealth government will implement the reforms are still emerging, and there are many details which are not yet known.

Darebin services

Darebin Council's core suite of services is: Domestic and Shopping Assistance, Personal Care, Respite, Home Maintenance, Delivered Meals and Social Support Groups.

Service volumes for most (not all) of our aged care services have been falling steadily for the past 10-15 years, with some services experiencing sharper declines than others. This experience is shared across most council providers.

There are multiple causes of this decline. The introduction of My Aged Care and the NDIS are key changes that have affected the ratio of arrivals to departures of our clients, and there are other factors as well.

Council's current net budget for these services is expected to be over \$6 million in 2017/18. See **Appendix A** for more details.

Other service providers also provide many of these services to Darebin residents. The range and number of other service providers will increase as the new Commonwealth funding model is implemented.

Extension of block funding to 2020

Council currently has a grant agreement with the Commonwealth Department of Human Services to deliver Home Support which will expire on June 30 2019. It has been announced that a one year extension, to June 2020, will be offered. Details are not known, however, based on available information it is expected the new agreements will

- Be offered to existing CHSP service providers.
- Be issued for consideration with a window of only a couple of months to sign and submit (probably from April 2019).
- Include conditions for providers to focus on delivering services using a wellness and reablement approach, to support and promote client independence.
- Maintain existing funding levels, as per providers' existing agreements (subject to any decline in service targets).

At this stage Council staff would expect it is highly likely Council would choose to extend its funding until June 2020.

Proposed review

Given the reforms and changes, service providers across Australia, including affected Councils, have been reviewing the way they provide aged care services. This report proposes conducting a wider review which addresses existing and future aged care services, while also considering how Council can best create an age friendly city.

Since Council's services to older people originally commenced, the community, the service sector, the funding structure and the living situations, needs, concerns and preferences of older people have changed, and will continue to change. Council has a responsibility to consider the support needs now of older people and current clients, as well as older people into the future.

Further investigation and consultation with clients and the community is needed in order for council to decide its future role in services, supports and advocacy for older residents. The purpose of this report is to seek council endorsement of a specific approach to the decision-making process.

A clear path toward a decision regarding the long term role of Council in aged care services and advocacy is needed due to the complexity of the question and the level and range of concern in the community regarding the possible impact of federal government changes.

This report and attachments outlines principles to guide this process and proposes key messages for the client and community consultation.

The outcomes of these reforms will have impact on the quality of life for senior citizens in Australia especially as more and more people seek to age in place, in their homes.

Previous Council Resolution

The matter was previously the subject of a resolution at the 13 February 2017 Council meeting. Since that date, a number of working group meetings and Councillor briefings have been held.

That:

- (1) Council establishes a working group to develop a framework for an Inquiry into how Council can continue to provide quality in-house Aged Care Services in view of the Federal Government's decision to cease block funding (from July 2019) traditionally implemented by Local Government Home and Community Care (HACC) programs.*
- (2) The Working Group will compromise of interested Councillors and will be supported by relevant Council officers. The working group will meet on a regular basis in the following months to develop terms of reference for the Inquiry and develop options, including a consultation process, on how Council can continue to provide quality aged care services for Council's consideration at its first meeting in May 2017.*

COMMUNICATIONS AND ENGAGEMENT

Consultation

A range of community consultations have been undertaken over the past year to help understand the priorities for older people in Darebin. This includes a community survey, focus groups and community information sessions conducted over the past twelve months. This community feedback is very valuable and will form part of the material considered by the proposed review panel.

Two of the key themes arising from previous consultation are:

- Social connection and inclusion is critical, and should be at the centre of everything Council does.
- Many clients of Council's aged care services are concerned that a different service provider may not be as trustworthy as Council, for instance in vetting and supervising employees.

In addition a petition was tabled at the 30th April 2018 Council meeting, with 1,222 signatures. The petition stated:

"We the undersigned residents and ratepayers of Darebin, petition Council to publically commit to maintaining its current role as a provider of aged care services including transport, cleaning, personal care, meals, home maintenance and respite care, into the future.

We urge council not to abandon its role in providing the above aged care services in view of the Federal Government's privatisation agenda of aged care services.

We are proud that Darebin Council is a long-standing provider of high quality aged care service and has built a strong and trusted reputation as a preferred provider with elderly residents and their families in the community.

In Darebin 25,534 (ABS 2011) (18.8% of the total population) are aged over 60 and many are receiving or will soon require, support services to enable them to remain in their home.

We firmly believe that current and future aged community members should continue to have the choice to receive home care services directly from trusted and committed Darebin Council staff."

The petition, along with other feedback to date from community and clients underlines:

- Current community expectations that Council has an ongoing role in supporting, providing services and advocating for older residents.
- Various levels and range of concerns, about the changes to aged care, held by many older people and those who care about them.
- Apprehension in the community regarding a market based aged care system.
- The need for a decision-making process that transparently delivers on due respect and diligence to the complexity of the matter, and that considers all concerns in an informed and consistent manner.

All of these important issues will be considered as part of the proposed review. The review will also consider the complexities of the federal government's funding reforms, and the real impact this will have on how services can be provided and funded.

The proposed review will include provision for community members, clients, staff and stakeholders to consider an options paper and make submissions, with a particular focus on:

- Clients
- Clients and stakeholders from CALD backgrounds
- Active and Healthy Ageing Advisory Board
- Community stakeholders

Two rounds of consultation are proposed as part of this process, over August 2018 – December 2018.

See **Appendix C** for the draft communications and engagement plan. This will be considerably detailed and expanded upon once the proposed panel is established.

Information materials and information and engagement sessions will be provided in key community languages.

Communications

See **Appendix C** for the draft communications and engagement plan. This will be considerably detailed and expanded upon once the proposed panel is established.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 2 - Opportunities to live well

The strategic decision-making around aged care services must be made in the context of Council's commitment to create opportunities to live well, and Council's commitment to an Age Friendly City.

Environmental Sustainability Considerations

The decisions around aged care services and reform are not expected to directly affect environmental sustainability within Darebin. However, all Council services must be delivered and designed in a way that reduces impact on the environment and maximises sustainability.

Equity, Inclusion and Wellbeing Considerations

The future of aged care services profoundly impacts inclusion and wellbeing for Darebin's older people. Equity, inclusion and wellbeing will be key considerations for the advisory panel and for Council.

Cultural Considerations

Council's services for older people provide important services to residents of diverse cultural backgrounds. Healthy and active ageing services and programs can support older people's participation and engagement with culture.

Economic Development Considerations

Darebin Council currently employs about 220 people in the area of aged care services, many of whom live locally. Economic development considerations are not otherwise a key consideration for the review except as far as they may support an age friendly city.

Financial and Resource Implications

Council currently net subsidises its services for older people by over \$6 million per year. This figure is calculated after considering the subsidies from federal and state governments which were over \$7 million for the 2016/17 year. The federal government funding reforms will certainly change financial allocations by federal and state government.

The proposed review in this report is estimated to cost up to \$250,000, including costs of the panel, consultation and engagement, and communications with clients and community. This will be funded principally from the 2018/19 budget which includes \$200,000 to support an Age Friendly City. The shortfall will be recommended for adjustment in the final budget.

Legal and Risk Implications

Key risks include:

- Clients suffering fear or anxiety that they will lose essential services. This emphasises the need for consistent and accurate communications from the Council to clients.
- Clients choosing alternative services (or being assessed as eligible for a higher level of service) and therefore leaving Council's services. This can result in a neutral or positive outcome for clients, however may result in Council not meeting funding targets.

- The need to care for our employees who provide services in the aged care area. This is a key principle of the proposed decision-making process.

A key legal issue beyond mid-2020 may be the application of competition policy to Council's services to older people. This may limit the way that Council can subsidise services in the future market for the provision of aged care services.

DISCUSSION

Proposed purpose of review

As set out in the proposed terms of reference (**Appendix B**), the proposed purpose of the review is:

1. The Advisory Panel on Creating an Age Friendly Darebin will collect and consider evidence, ideas, and community input about how Council can best create an Age Friendly Darebin where older people are valued, supported and empowered to live well, including but not limited to these topics:
 - (a) Social inclusion, social and civic participation
 - (b) Built environment, transport and housing
 - (c) Community support and health services.
2. In considering community support and health services, the panel will consider Council's future role in providing services, programs and facilities to older people post-2020 within the context of changing community needs, the federal My Aged Care system, federal funding reform.

These options must be considered and investigated:

- i. Continuation of existing Council services to older people
- ii. Expansion, growth, reduction or adaptation of existing Council services (including consideration of whether council can become a provider of home care packages)
- iii. Transitioning clients of identified existing Council services to other service providers over time
- iv. Establishing new or additional services, programs or facilities for older people.

The impact of competition policy must also be considered when assessing the options.

3. After collecting information and evidence, and hearing community submissions and feedback, the panel will prepare a report making recommendations to Darebin Council on the above topics.

Proposed principles for conducting the review

Proposed principles for conducting the review are set out in the terms of reference (**Appendix B**) as follows:

1. Darebin Council is committed to an age-friendly city which values, supports and empowers older people – so that older people can live well, be healthy, be socially connected, and live independently within their community.
2. Older people must have access to the quality services, programs and facilities that they need. In particular, vulnerable and disadvantaged older people will need additional support.
3. Darebin Council intends to have a long-term role in supporting and advocating for the wellbeing of older people.

4. Darebin Council is committed to maintaining investment in the health and wellbeing of our older residents. Council must also ensure that we spend our resources responsibly for the benefit of older people.
5. Darebin Council cares for its clients and for the Darebin community. We will consult and communicate openly about the decision making process.
6. Darebin Council cares for its staff. We will consult and communicate openly with staff about the decision making process.
7. Darebin Council must at all times comply with legislative and regulatory requirements.
8. The review must take into account that the lifestyle, work and needs of older people are changing and will continue to change into the future.
9. The review must consider innovative models of service provision, initiatives and programs.

Membership of panel

Separate confidential advice will be provided to Councillors with a recommendation on the membership of the panel.

Other options for decision-making

If Council wishes not to establish an expert panel to conduct the review into creating an age friendly city, there are other possibilities:

- A. Staff prepare a discussion paper, conduct a consultation process and report back to Council with recommendations.
- B. An independent consultant is commissioned to prepare a discussion paper, conduct a consultation process and report back to Council.
- C. An independent review panel is established and the review is focused on Council's existing and future role in service provision, rather than also making recommendations about creating an age friendly city.

IMPLEMENTATION STRATEGY

Details

A review panel is proposed to conduct the review into creating an age friendly Darebin. The proposed terms of references are at **Appendix B**.

Communication

A draft Communications Plan is provided in **Appendix C**.

Timeline

- Panel commences late May/early June 2018
- Public discussion paper issued July/August 2018
- Consultation and engagement meetings and activities take place July/August – September 2018
- First round submissions close September 2018
- Hearing of submissions at meeting/s held September 2018
- Preliminary report and recommendations issued November 2018

- Second round submissions close mid-December 2018
- Finalisation of report and recommendations to Council – February 2019
- Council meeting to consider panel’s recommendations – March 2019.

RELATED DOCUMENTS

- Review of the needs of the older people of Darebin, February 2018.

Attachments

- Darebin Services for Older People - Summary Data (**Appendix A**)
- Proposed Terms of Reference - Review Panel (**Appendix B**)
- Draft summary communication and engagement plan (**Appendix C**)

DISCLOSURE OF INTEREST

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

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

Appendix A

City of Darebin Services for Older People: Summary Descriptions and Data

Summary service descriptions

The series of tables below provide a description of each service and client numbers, along with summary revenue and expenses. Please note:

- From July 2017 the State Grants have reduced significantly in line with client transitions to the National Disability Insurance Scheme (NDIS). In 2017-18 some Commonwealth Grant income will also shift across programs via a formal funding target review.
- The figures below do not include management and administration expenses. Total council contribution for these costs in 2016-2017 was **\$3,223,385**.

DOMESTIC ASSISTANCE		
Service description: general house cleaning, help with shopping, laundry/linen, bill-paying, dishwashing		
No. clients in 2016/17 (12 months):	2,699	
No. clients in 2017/18 (9 months):	2,407	
2016-2017 Total Revenue*	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$3,330,923	\$4,516,236	\$1,185,313

*The 2016-2017 total revenue comprised \$2,496,004 Commonwealth Grant, \$354,962 State Grant and \$479,957 client fees.

PERSONAL CARE		
Service description: assistance with activities of daily living self-care tasks e.g. showering, toileting, grooming, getting dressed, assistance with self-administration of medicine. Requires a specific qualification for staff.		
No. clients in 2016/17 (12 months):	735	
No. clients in 2017/18 (9 months):	566	
2016-2017 Total Revenue**	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$1,895,397	\$1,929,542	\$34,145

**The 2016-2017 total revenue comprised \$1,388,763 Commonwealth Grant, \$360,480 State Grant and \$146,154 client fees.

FLEXIBLE RESPITE		
Service description		
In-home respite: provides support for carers of clients needing assisted support in the home (e.g. children/adults with disabilities, older people with dementia)		
Community access individual: Individual specified activities outside the home providing opportunities to socialise, recreate, participate in community life, whilst also providing respite for the carer		
No. clients in 2016/17 (12 months):	329	
No. clients in 2017/18 (9 months):	170	
2016-2017 Total Revenue*	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$892,197	\$1,116,793	\$224,596

*The 2016-2017 total revenue comprised \$356,912 Commonwealth Grant, \$480,161 State Grant and \$55,124 client fees.

DELIVERED MEALS		
Service description: meals delivered to the client's home, or provided in a centre. We purchase chilled, pre-prepared meals from Community Chef, deliver them to the clients home, and the client heats them in the microwave.		
No. clients in 2016/17 (12 months):	487	
No. clients in 2017/18 (9 months):	383	
2016-2017 Total Revenue**	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$665,053	\$1,313,800	\$648,747

**The 2016-2017 total revenue comprised \$225,221 Commonwealth Grant, \$43,093 State Grant and \$396,739 client fees.

HOME MAINTENANCE		
<p>Home maintenance: services must focus on repairs or maintenance in and around the home and garden to improve safety, accessibility and independence by minimising health and safety hazards E.g. outdoor-removing trip hazards, overhanging foliage, security light globe change Home modifications: include installing grab-rails, step modifications, lever-taps etc.</p>		
<p>No. clients in 2016/17 (12 months): 506</p> <p>No. clients in 2017/18 (9 months): 532</p>		
2016-2017 Total Revenue*	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$188,521	\$178,921	-\$9,600

*The 2016-2017 total revenue comprised \$143,063 Commonwealth Grant, \$16,591 State Grant and \$28,867 client fees.

SOCIAL SUPPORT GROUPS AND CARERS' SUPPORT PROGRAM		
<p>Service description: structured group activities on site at Yanada House or group excursions to various community destinations. We also provide assisted transport to and from the program, and lunch prepared fresh on site for centre-based sessions. Carer support is provided to individuals and via a regular meeting forum.</p>		
<p>No. clients in 2016/17 (12 months): 82</p> <p>No. clients in 2017/18 (9 months): 64</p>		
2016-2017 Total Revenue	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$504,222**	\$570,059	\$65,837

**The 2016-2017 total revenue comprised \$365,033 Commonwealth Grant, \$89,194 State Grant and \$49,995 client fees.

COMMUNITY TRANSPORT		
<p>Service description: Funded by Council and fee income. There is no external grant funding. Provides assisted transport door to door for Social Support Program clients. Transport to various set community destinations e.g. Market, Northland, Plaza, Library, Leisure centre, Health centre. Transport to requested destinations (conditions apply). Financial data is inclusive of income generated and cost of bus hire internally and to community groups.</p> <p>No. clients in 2016/17 (12 months): 226 No. clients in 2017/18 (9 months): 195</p>		
2016-2017 Total Revenue	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$43,202*	\$322,346	\$279,144

*The 2016-2017 total revenue comprised \$15,623 client fees and \$27,579 bus hire income.

REGIONAL ASSESSMENT SERVICE		
<p>Service description: receives referrals from the My Aged Care portal (people aged 65+) and from a range of other referral sources (people aged <65). Conducts assessment (or review) using national system. Identifies and documents client needs & priorities, and develops a Support Plan. Refers to services as agreed with client. Current contract is with State to deliver the services on behalf of Commonwealth.</p> <p>No. clients in 2016/17 (12 months): 2,074 No. clients in 2017/18 (9 months): 1,864</p>		
2016-2017 Total Revenue	2016- 2017 Total Expense	2016 – 2017 Net position (cost to Council)
\$943,562**	\$1,263,539	\$319,977

**The 2016-2017 total revenue comprised \$746,385 Commonwealth Grant and \$197,177 State Grant.

ACTIVE AND HEALTHY AGEING SUPPORT		
<p>Service description</p> <ul style="list-style-type: none"> • 29 senior citizen clubs receive support in supporting clubs and groups with governance through the Funding and Support program which incorporates funding allocation per member, public liability insurance and financial auditing for each club and free venue hire through a council owned venue, or payment by council for rent to a private venue. This is valued at \$235,500. • A number of seniors groups and organisations not eligible for funding and support receive free venue hire through the 6 Senior Citizens centres valued at \$24,568 (2016/17 figures). • Two Band 6 Community Development staff assist these clubs and other non-funded seniors groups with their governance or other club issues on a daily basis. • Supporting the health and wellbeing of older people through community education and awareness, and community building activities • Advocacy • Management of senior citizen centres • Undertaking annual Customer Satisfaction Surveys • Older person housing support <p>Client numbers (no. adults with club/group memberships) in 2016/17: 3,901</p> <p>Client numbers for 2017/18 are not yet available.</p>		
2016-2017	2016- 2017	2016 – 2017
Total Revenue	Total Expense	Net position (cost to Council)
\$114,427*	\$862,487	\$748,060

*The 2016-17 total revenue comprised \$80,998 Commonwealth Grant, \$11,005 State Grant and \$22,424 in venue hire fees.

Aged & Disability Funding Sources

The table below highlights contribution made by Council towards Aged and Disability services over past years as well as for the draft budget for 2018-2019.

Council contribution to Aged and Disability Services		
Year	\$	% of total cost of service
2009-10	5,456,119	40.0
2010-11	5,362,331	38.9
2011-12	5,622,426	39.7
2012-13	5,980,820	40.6
2013-14	6,617,316	42.1
2014-15	6,983,351	43.6
2015-16	8,086,471	48.4
2016-17	6,747,098	43.5
2017-18 forecast (Q2)	6,465,568	44.4
2018-19 draft budget	6,066,378	43.9

The Council contribution peaked in 2015-2016. Factors that contributed to this included the implementation of a new client management system and a restructure of the Department in that year.

The decline in cost is the result of:

- **Referrals within the aged care service system:** a shift in referral patterns and distribution of clients since the implementation of My Aged Care, a three tiered service system. Unlike the scope of the former Home and Community Care program (HACC), Council now only provides Commonwealth Home Support Program (CHSP) services (bottom tier), which focuses on entry level care needs. Clients requiring more intense services are referred to Home Care Packages (middle tier) which are now more widely available. Clients receiving these packages are not eligible to access CHSP services through the Council.
- **My Aged Care processes:** some people, who would have previously directly referred themselves to council, are put off by the My Aged Care referral processes which can be seen as arduous for a small amount of service.
- **Commonwealth Home Support Program (CHSP) service scope:** although the rate of incoming referrals is quite steady, these do not translate into the same service volumes as did the previous HACC program. Our new clients have comparatively low assistance needs, and more of them are temporary in nature due to requiring restorative care rather than longer term care (e.g. from hospital stays).
- **Consumer choice:** some people, who previously had only council as their service provider option, can now choose from a range of local service providers.
- **Change in 'typical client' description:** the My Aged Care system is directing many people straight to Aged Care Assessment Service for Home Care Packages (middle tier). With the

previous HACC program, these clients would have been referred to council first. Prior to implementation of CHSP, clients with complex support needs would continue to receive services from council, these are now largely outside of the CHSP service scope.

Additionally, existing clients who were found to be outside of CHSP service scope due to level of need, have and are still moving across to Home Care Packages. These were significant users of respite and personal care services.

- **NDIS:** the introduction of the NDIS has seen approximately 400 clients aged <65 years assisted to transition over the past 12 months. The clients who transitioned were the primary users of after-hours and weekend personal care and respite services, and primary users of day time respite. This has had a significant impact on payroll expenses.
- **Resource management:** optimisation work that has been undertaken by Aged and Disability to demonstrate accountability for our resources in a changing service environment, and in consideration of the reductions in client numbers and service volumes.
- **Shift in service availability requirements:** as an entry level program, clients referred for CHSP services their needs can be primarily met during business hours. Although there is a comparative slight increase in demand for domestic assistance this service is delivered during business hours.

Appendix B

Proposed Terms of Reference for Review Panel: Creating an Age Friendly Darebin



Introduction

Darebin Council is committed to an age-friendly city which values, supports and empowers older people – so that older people can live well, be healthy, be socially connected, and live independently within their community. Darebin Council has a proud history of providing services to older people.

In February 2017, Darebin Council signed the Age Friendly Victoria declaration, which among other things commits to creating an age friendly community, empowering older people, and addressing issues of social inclusion and respect, community support and health services, civic participation and employment, social participation, transport, housing and the built environment.

Darebin Council has an Active and Healthy Ageing Strategy 2011-2021, and is a significant provider of home support and other services to older people. With major changes occurring in the federal government's funding and provision of aged care, it is timely to conduct an inquiry into how best Darebin Council can create an age friendly community.

Darebin Council's Council Plan 2017-2021 includes six key goals, of which three are particularly relevant to this review:

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

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

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

Background

The review will consider and recommend how to create an age friendly Darebin, which will include consideration of how the City of Darebin should provide services to older people in the longer term future.

In 1984 the Home and Community Care (HACC) program was implemented by the federal and state governments. The program was embraced and co-funded by Darebin council, and most other local governments in Victoria. It was enthusiastically adopted as a platform for council support of older people and people with disabilities to live independently at home. Darebin Council has been a prominent local provider of home and community support services during that time.

In other states local government did not take up this level of involvement in HACC, and a variety of other models evolved.

The introduction of the federal Living Longer Living Better legislation (2012) and the National Disability Insurance Scheme (NDIS, from 2013) introduced a whole new era of aged and disability services across the country. Through changing the mechanisms of funding, the federal government aimed to create better consumer choice for clients.

The Commonwealth Home Support Program (CHSP) commenced roll-out for all states in 2015 (except Victoria and Western Australia). However the Commonwealth and Victorian Governments agreed that special transition provisions would apply in Victoria until 1 July 2019. This saw the continuation of 'block funding', a stability of funding commitment and establishment of a Victorian Regional Assessment Service (VRAS).

Many of Darebin Council's clients do not welcome the federal aged care reforms, do not find the My Aged Care system easy to use and are concerned about future funding reforms. Many clients are concerned about the possibility of having less access to services, or having to transition to a different service provider.

Current status of Council's services

The Commonwealth Government have announced that they will extend Regional Assessment Services (RAS) and CHSP funding arrangements for an additional year to July 2020. The extension will be a separate one-year contract which is yet to be negotiated and expected to be executed in 2019.

The Commonwealth's stated intention is for a fully open and competitive market to operate after July 2020. However, many aspects of the implementation of the reforms are still emerging and many factors are unknown.

Darebin services and clients

Darebin Council's core suite of services are: Domestic and Shopping Assistance, Personal Care, Respite, Home Maintenance, Delivered Meals and Social Support Groups. These services have not changed significantly since they originally commenced.

Service volumes for most (not all) of our aged care services have been falling steadily for the past 10-15 years, with some services experiencing sharper declines than others. This experience is shared across most council providers.

Overall, the number of individuals assisted by Darebin Council aged care services has reduced by 27% over the three years from 2013/14 – 2016/17. Service outputs have declined by 13% - 30% depending on the service over those three years. This trend is expected to continue.

There are multiple causes of this decline. The introduction of My Aged Care and the NDIS are key changes that have affected the ratio of arrivals to departures of Darebin Council clients, and there are other factors as well.

Council's current net budget for these services is expected to be over \$6 million in 2017/18.

Other service providers also provide many of these services to Darebin residents. The range of other service providers will increase as the new Commonwealth funding model is implemented.

Given the reforms and changes, service providers across Australia, including affected Councils, have been reviewing the way they provide aged care services.

Darebin Council has been working to analyse information and trends, engaging with the community, and working on regional studies to understand the options for future Council services.

The outcomes of these reforms will have impact on the quality of life for senior citizens in Australia especially as more and more people seek to age in place, in their homes.

Purpose

1. The Advisory Panel on Creating an Age Friendly Darebin will collect and consider evidence, ideas, and community input about how Council can best create an Age Friendly Darebin where older people are valued, supported and empowered to live well, including but not limited to these topics:
 - (a) Social inclusion, social and civic participation
 - (b) Built environment, transport and housing
 - (c) Community support and health services.
2. In considering community support and health services, the panel will consider Council's future role in providing services, programs and facilities to older people post-2020 within the context of the federal My Aged Care system, federal funding reform and changing community needs.

The panel will consider and investigate a range of options, including the following:

- i. Continuation of existing Council services to older people
- ii. Expansion, growth, reduction or adaptation of existing Council services (including consideration of whether council can become a provider of home care packages)
- iii. Transitioning clients of identified existing Council services to other service providers over time
- iv. Establishing new or additional services, programs or facilities for older people.

The impact of competition policy must also be considered when assessing the options.

3. After collecting information and evidence, and hearing community submissions and feedback, the panel will prepare a report making recommendations to Darebin Council on the above topics.

Principles for conducting the review

1. Darebin Council is committed to an age-friendly city which values, supports and empowers older people – so that older people can live well, be healthy, be socially connected, and live independently within their community.

2. Older people must have access to the quality services, programs and facilities that they need. In particular, vulnerable and disadvantaged older people will need additional support.
3. Darebin Council intends to have a long-term role in supporting and advocating for the wellbeing of older people.
4. Darebin Council is committed to maintaining investment in the health and wellbeing of our older residents. Council must also ensure that we spend our resources responsibly for the benefit of older people.
5. Darebin Council cares for its clients and for the Darebin community. We will consult and communicate openly about the decision making process.
6. Darebin Council cares for its staff. We will consult and communicate openly with staff about the decision making process.
7. Darebin Council must at all times comply with legislative and regulatory requirements.
8. The review must take into account that the lifestyle, work and needs of older people are changing and will continue to change into the future.
9. The review must consider innovative models of service provision, initiatives and programs.

Scope

The Advisory Panel on Creating an Age Friendly Darebin will:

1. Review evidence and information about: community views and needs; Council's current aged care services and programs; federal funding reforms; options for future service provision including potential new or expanded services or programs; innovative or best practice initiatives, projects or services in Australia or overseas.
2. Identify any additional information or analysis required
3. Issue a public discussion paper which sets out ideas and options for creating an Age Friendly Darebin, including options for future service delivery.
4. Invite submissions from the community, from staff and from stakeholders in relation to the discussion paper.
5. Specifically invite consultation and comments from:
 - Existing Council clients, including clients and stakeholders from CALD backgrounds
 - Senior citizens clubs, U3A and other groups
 - The Darebin Active and Healthy Ageing Advisory Board
 - Carers Victoria, Council of the Ageing and other bodies
 - Council staff
 - Service providers, peak bodies, regulatory bodies and relevant unions.

6. Ensure that information materials and information sessions are provided in key community languages.
7. Ensure that submitters have an opportunity to publicly address the panel about their submission, and for the panel to ask questions.
8. Consider evidence, analysis and community feedback.
9. Prepare a preliminary report containing recommendations to the Council.
10. Issue this preliminary report and invite further community submissions.
11. Consider the second round of community submissions.
12. Finalise the report and recommendations to Council.

Panel membership:

The panel will consist of up to two members with each panel member having professional expertise and experience in at least one of the areas below:

- Public health and human services service delivery, public policy and strategy
- Local government service delivery, public policy and strategy

Council will appoint panel member/s and appoint one of the members as chairperson.

Resourcing

Council will provide assistance to the panel to allow for project management, research, writing, administration and to support consultation and engagement activities.

Draft timeline

- Panel commences late May/early June 2018
- Public discussion paper issued July/August 2018
- Consultation and engagement meetings and activities take place July/August – September 2018
- First round submissions close September 2018
- Hearing of submissions at meeting/s held September 2018
- Preliminary report and recommendations issued November 2018
- Second round submissions close mid-December 2018
- Finalisation of report and recommendations to Council – February 2019.
- Council meeting to consider panel's recommendations – March 2019.

The timeline may require amendment as the review proceeds, or as new information emerges about the implementation of federal government funding arrangements.

The panel will wind up immediately after the Council meeting to consider the report in 2019.

Meetings

- Panel meetings will be held as determined by the Chair and supported by Council staff. Public hearings will be open to the public, but meetings of the panel will not otherwise be generally open to the public.
- All meeting minutes and completed reports produced by the panel should be available to the public except where confidential due to staffing or commercial reasons, or personal privacy.

Appendix C

DRAFT SUMMARY COMMUNICATION & ENGAGEMENT PLAN: REVIEW TO CREATE AN AGE FRIENDLY DAREBIN

Department	Aged and Disability
Key dates	Review proposed from May 2018 – March 2019
Target audiences & stakeholders	Older people in Darebin Clients of Darebin's services for older people Other Darebin community members Active & Healthy Ageing Advisory Board Council staff Other key stakeholder groups eg Senior Citizens Clubs, Council of the Ageing, U3A Service providers, peak bodies, regulatory bodies and relevant unions.
Relevant Council Plan goals this project supports	Goal 2: We will improve the wellbeing of people in our community by providing opportunities for them to live their lives well" Goal 5: We will lead on equity and recognise our diverse community as our greatest asset for solving future challenges Goal 6: We will be a leading, modern, and open council to meet our challenges, now and in the future."
Context	<ul style="list-style-type: none"> • Council has not yet made any decisions on its future involvement in the provision of aged care services. • Darebin Council believes in creating an age-friendly city where older people are valued, supported and empowered to live well in our community. • Darebin's services for older people are majority funded by other levels of government. • For some years the federal government has been changing how it funds and supplies services to older people. The federal government changes have complex consequences for how Council's services are funded and delivered, and for how the services are experienced by the community. • The federal government will move away from block funding of aged care service providers such as Darebin Council, probably from mid-2020. Instead, eligible clients will individually choose their own service provider and funding will be allocated accordingly. Other service providers could be from the local government sector, the not-for-profit sector or the private sector. These changes will create a market for eligible clients to choose from. • Many clients and community members do not welcome these changes by the federal government. However for any service provider to stay in the aged care service system, they must comply with federal government changes.

Updated: 4 May 2018

	<ul style="list-style-type: none"> • Some of these federal government changes have already occurred (e.g. the requirement to visit My Aged Care website/call centre to access services). Some of the changes are yet to come. • There are many details of the federal government's reforms which are still unknown or emerging .
Key messages	<ul style="list-style-type: none"> • Darebin Council is committed to an age-friendly city which values, supports and empowers older people – so that older people can live well, be healthy, be socially connected, and live independently within their community. • Darebin Council has a proud history of providing services to older people. • Older people in Darebin must be able to access quality services when they need them. • The federal government is continuing to fund aged care services. But the way that they provide funding is changing, especially from mid-2020. • Council is commissioning a review and consultation process to hear from the community and collect evidence about how to best create an age-friendly city. • Darebin Council will always have a role advocating for the wellbeing of older people. • We plan to maintain our investment in the health and wellbeing of older people. We also need to make sure we're using Darebin Council resources in the best way possible to benefit older people. • No decision has been made yet by Darebin Council on how services will be delivered in future. • We want to hear your feedback. • Council will communicate regularly to clients and the community about this process, including regular mailouts to clients.
Timeline	<ul style="list-style-type: none"> • Review panel commences late May/early June 2018 • Public discussion paper issued July/August 2018 • Consultation and engagement meetings and activities take place July/August – September 2018 • First round submissions close September 2018 • Hearing of submissions at meeting/s held September 2018 • Preliminary report and recommendations issued November 2018 • Second round submissions close mid-December 2018 • Finalisation of report and recommendations to Council – February 2019. • Council meeting to consider panel's recommendations – March 2019.

<p>Key engagement activities</p>	<ul style="list-style-type: none"> • Two consultation phases are proposed (see timeline above). The first phase will involve a discussion and options paper. The second phase will be inviting comment on draft recommendations. • Group engagement sessions to be targeted at: <ul style="list-style-type: none"> ○ Clients, including sessions in community languages ○ Community ○ Council's aged care staff • One-on-one interviews or focus groups with clients or community • Meetings with advisory and stakeholder groups such as: <ul style="list-style-type: none"> ○ Active and Healthy Ageing Advisory Board ○ Senior citizens clubs ○ U3A ○ Council of the Ageing ○ Australian Services Union • Opportunity for all members of the public and staff to make written or emailed submissions to the review. • Opportunity for those who have made submissions to formally address the review panel. • Other activities to be determined, eg consideration of engagement activities at residential aged care facilities.
<p>Key communication activities</p>	<ul style="list-style-type: none"> • Council distribution methods such as Community News, website, e-newsletters, social media • Regular direct mailout to clients of Council's aged care services • Ensuring staff can answer or refer questions from clients • Regular newsletters and communications to staff • Emails and mailouts to key stakeholder groups including senior citizens groups.

Key engagement challenges	<ul style="list-style-type: none">• Ensuring that the review hears the views of vulnerable and disadvantaged members of the community.• Ensuring that clients and community who cannot easily travel to consultation events are still able to participate in the review• Ensuring that those who speak a different language or have communication challenges can participate in the review• Providing support to clients experiencing concern or fear about future service provision.• Caring for staff who are dealing with uncertainty.• Engaging with the community about aged care reforms when the changes have complex and uncertain impacts, which can be difficult to explain and predict.• Trying to gather feedback about both the big picture of creating an age friendly Darebin, and feedback about options for future provision of Darebin's existing services.
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8.2 THIRD QUARTER COUNCIL PLAN PROGRESS REPORT**Author:** Coordinator Council Plan and Performance**Reviewed By:** General Manager Governance and Engagement

PURPOSE

To seek Council's endorsement of the organisation's progress in the period up to 31 March 2018 in implementing the Council Plan-Action Plan 2017/2018.

EXECUTIVE SUMMARY

The attached Council Plan-Action Plan Progress Report covers the period from 1 July 2017 to 31 March 2018. The report contains progress updates on approximately 150 separate actions. In the nine months of this financial year much has been accomplished. Actions that are outside of initial scheduled time lines are being monitored closely in line with individual project and program plans.

Recommendation

That Council notes the Third Quarter Action Plan Progress Report (**Appendix A**).

BACKGROUND / KEY INFORMATION

Council is required by the *Local Government Act 1989* (*the Act*) to prepare a Council Plan containing the strategic objectives of Council, strategies for achieving those objectives, and indicators to monitor the achievement of those objectives. This report summarises Council's activities and progress made during the period 1 July 2017 to 31 March 2018.

Previous Council Resolution

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

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

COMMUNICATIONS AND ENGAGEMENT**Consultation**

Not applicable.

Communications

A Communications Plan has been prepared which includes the Darebin Corporate Website, the Darebin 2021 Council Plan website and social media.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

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

Environmental Sustainability Considerations

The Council Plan has a specific goal that addresses Council's commitment to environmental sustainability which is a theme that runs across the goals of the Plan.

Equity, Inclusion and Wellbeing Considerations

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

Cultural Considerations

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

Economic Development Considerations

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

Financial and Resource Implications

The cost of graphic design for these reports is approximately \$5,000 per annum. There are no other external costs.

Legal and Risk Implications

There are no risks associated with the development of the Council Plan-Action Plan.

DISCUSSION

To meet both community expectation and legislative requirements, the attached Council Plan-Action Plan report for quarter 3 contains progress on approximately 150 separate actions. For those actions falling behind schedule, project leaders are closely monitoring activities and responding accordingly to ensure remediating and/or alternative actions can be undertaken to meet timeframes and agreed outcomes.

OPTIONS FOR CONSIDERATION

- Adopt the Third Quarter Council Plan-Action Plan Progress Report. This is the recommended option as it complies with the strategic aims of the Council Plan.
- Do not adopt the Third Quarter Council-Plan Action Plan Progress Report. This is not the recommended option.

IMPLEMENTATION STRATEGY

Details

Once adopted, this report will be promoted using a variety of communication channels. The results of the report will also influence the Action Plan for 2018-2019.

Communication

Once adopted, this report will be promoted using a variety of communication channels. The results of the report will also influence the Action Plan for 2018-2019.

Timeline

Adoption of the report complies with the strategic aims of the Council Plan. The Action Plan for 2018/19 is scheduled to be adopted with the 2018/19 Annual Budget on 12 June 2018.

RELATED DOCUMENTS

- Council Plan 2017-2021
- Council Plan Action Plan 2017/18
- Council Plan Progress Report to 31 December 2017

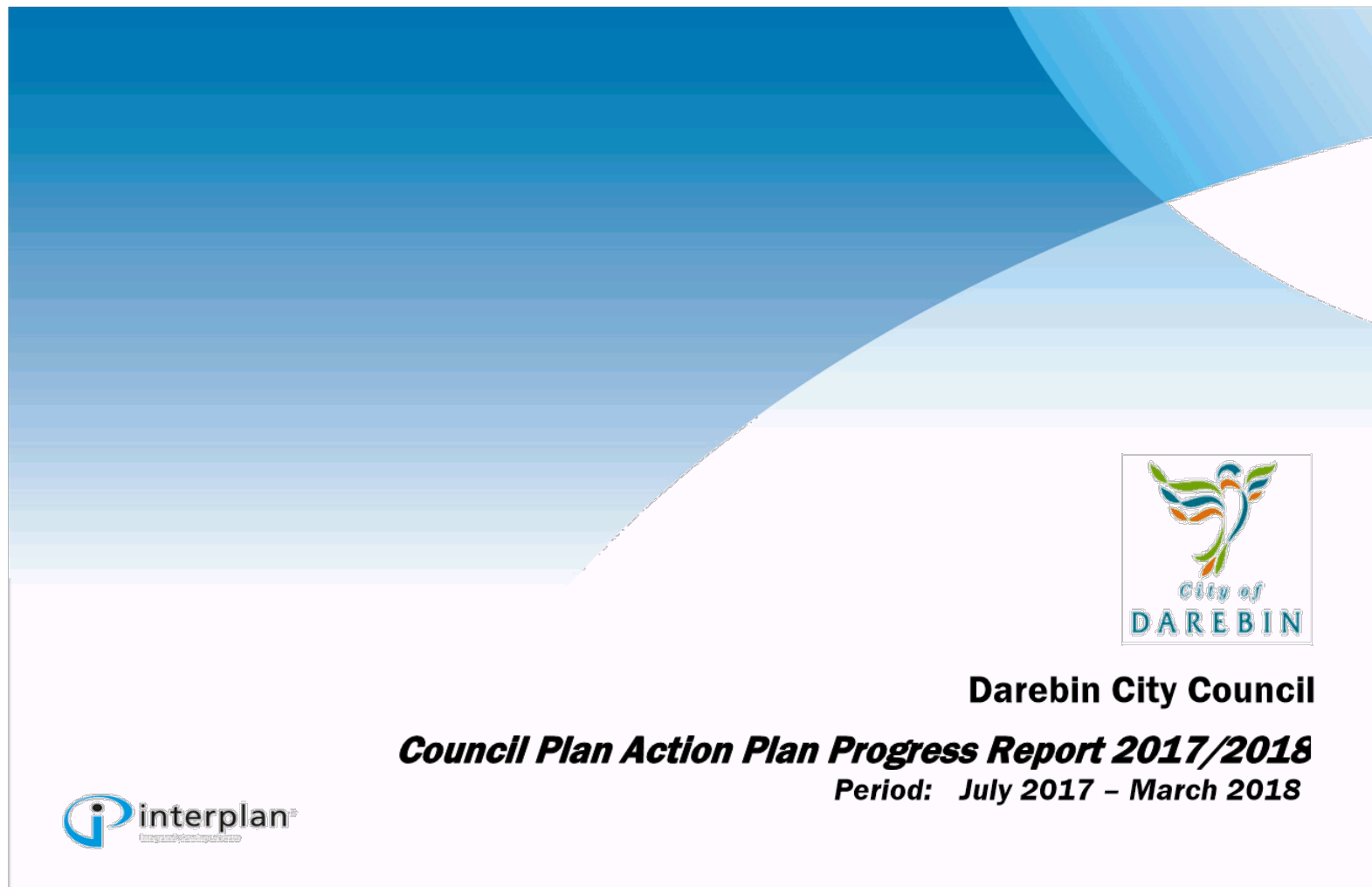
Attachments

- Third Quarter Council Plan Progress Report - This attachment will be replaced with a graphically designed version that will be available at the Council Meeting - (**Appendix A**)

DISCLOSURE OF INTEREST

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

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



Welcome

Darebin Council aspires to a greener, bolder, more connected city. We are working hard to address the critical issues affecting our community including the climate emergency, unprecedented growth and change, and growing inequality. Please read on to see what we've done to meet these challenges so far this year.

How to Read This Report

This document outlines our progress in completing the Council Plan Action Plan 2017/18. The report comes in three sections:

1. The Big Action Progress Report covers the status of the 16 priority projects that Council has set in its Council Plan for 2017-2021.
2. The Action Plan Update covers the items from the 2017/18 Council Plan Action Plan. The Actions are arranged by Council Plan goal and each page has two columns. The column on the left has the heading '2017/2018 actions working towards targets'. This column shows the Action that should be completed by the end of the financial year. The right hand column displays the comments on progress, as of 31 March 2018.
3. The Financial Reference complements the Action Plan Update section and includes a third quarter summary of Operating Performance, Capital Works Performance and a Financial Overview.

Darebin at a Glance

The City of Darebin is one of Australia's fastest growing areas, located in the northern suburbs of Melbourne, covering an area of around 53 square kilometres of land encompassing the areas of Bundoora, Kingsbury and Macleod, Fairfield and Alphington, Northcote, Preston, Reservoir, Coburg and Thornbury. Darebin is changing as Melbourne's population grows, and its suburbs are becoming highly sought after places to live because of good transport, amenity and access to employment. Around 40% growth is expected in the next 20 years. We are home to one of the largest, most diverse communities in Victoria in terms of culture, language (around 140 languages are spoken), religion, socioeconomic background, employment status, occupation and housing need. We have one of the largest populations of Aboriginal and Torres Strait Islander (ATSI) residents in metropolitan Melbourne. We know that one in five Darebin residents is affected by a disability of some kind, and that almost one-third require assistance. Nearly 6 percent of our population, 16 years and over, identify as bisexual, gay, lesbian or 'other' sexuality. While the social and economic prosperity of Darebin is changing with more residents earning higher incomes, there are many people in Darebin who experience disadvantage and our unemployment rate of 6.3 percent is higher than the greater Melbourne figure of 5.9 percent.

Our Services

The City of Darebin provides over 100 services to residents, businesses and community groups, from the early years – maternal and child health and family services – through to retirement and seniors activities. Services are also available to support new businesses, maintain roads, footpaths and drains, waste collection, youth services, libraries, sports grounds, arts programs, festivals and more.

Our Plan for a Greener, Bolder, More Connected City

Guiding the way Council delivers its services and plans for the future is the 'Council Plan 2017-2021'. This Plan was developed following the most recent election and outlines the objectives and aims of Council over its four year term. Development of the Plan included significant community consultation at community forums, festivals and using social media.

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

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

6. We will be a leading, modern, and open council to meet our challenges, now and in the future. Under each goal of the Council Plan are three strategies dictating how the organisation plans to meet each of these objectives. For more detail on the Council Plan go to www.darebin2021.org
Supporting the Council Plan is an annual Action Plan which sets out our work for the financial year to ensure that the objectives of Council Plan are implemented.

15/05/2018

Big Actions Report for 3rd Qtr

Number	Big Action	Comment	On Target? Please suggest traffic light colour - Green is on target - Yellow is falling behind - Red is well behind
1	Double Solar Power	Progress towards doubling solar power in the City by 2021 is well underway. Council has expanded the 'Solar Saver' program to all be available for all residences interest free with an additional 481 homes signed up in 2017/18 to have solar power installed under this program between July and December 2018. Options to expand this program further to include businesses are being investigated.	Green
2	Create a new Darebin Energy Foundation	The Climate Emergency Darebin Advisory Committee was appointed in April and includes a range of leading thinkers and community representatives. It will build on the work of the interim Darebin Energy Foundation committee to restore a safe climate at emergency speed by eliminating greenhouse gas emissions and enabling drawdown of excess carbon dioxide in the air.	Green
3	Dramatically improve walking and cycling	Work through 2017/18 has been right across strategy, infrastructure and education, which will all be needed to achieve the step changes that Council is seeking. Walking and Safe Travel strategies are now being developed following community consultation with Council now exploring how to best improve infrastructure for cycling and walking at key trails and missing links. This includes the corridor along the South Morang line in Northcote, Thornbury and Preston, and the Northern Pipe Trail shared path from Merri Creek to Reservoir Station. A highlight of the education work is a partnership with Reservoir West Primary School to deliver a new "Octopus Schools" model to achieve safe travel to school, which involved the construction	Green

15/05/2018

Number	Big Action	Comment	On Target? Please suggest traffic light colour - Green is on target - Yellow is falling behind - Red is well behind
		of a bike shed, student art and workshops with students and parents.	
4	Advocate for better public transport	Council has continued its active advocacy on a wide range of public transport improvements large and small. Priorities have included working with the State Government's Rail Crossing Removal Projects to achieve high quality access and connections; safety and amenity for pedestrians; bike riders; interchange facilities for public transport as part of all projects; advocating for level crossings to be removed at Cramer St and Murray Rd when the Bell St crossing is removed. Continuing to seek a Tram 11 extension to Edwardes Lake Park and tram route 86 stop upgrades are also priorities.	Green
5	Establish a Nature Trust to create more open space across Darebin	The Darebin Nature Trust members will be determined by mid-year. Expressions of interest have been received from a broad range of skilled and committed residents. A review of the open space strategy is also in progress to help understand future needs for open space, including recreation and biodiversity. The strategy review is also a key element that will allow Council to generate funds for new and better open space through an Open Space Levy to be applied to developments.	Green
6	Create a new park, playground, oval and children's hub on the site of the old Ruthven Primary School in Reservoir	This site is now safe and accessible to the public thanks to a number of maintenance improvements that have been made while longer term planning for the site progresses. In 2017/18, work towards this goal has been focused on community consultation and research to understand community needs and aspirations. This is now being used to explore options and help develop a Master Plan for the site with input from the Community Reference Group.	Green
7	Build a multi-sports stadium	Consultants have been engaged for the design of the four new	Green

15/05/2018

Number	Big Action	Comment	On Target? Please suggest traffic light colour - Green is on target - Yellow is falling behind - Red is well behind
		outdoor netball courts with design work nearing completion. Concept designs, scope, budget and project plan for the Multi Sports Stadium is being finalised for endorsement by Council by mid-year.	
8	Renew the Northcote Aquatic and Recreation Centre	Works to develop a feasibility study on redevelopment options for the Northcote Aquatic and Recreation Centre is nearly complete. Consultation with the community seeking their views of the Centre and the services has been completed. A briefing will be given to Councillors by August.	Green
9	Reimagine and revitalise seniors clubs	Senior citizen centres (SCCs) are being promoted as a shared space for the broader community so that different cultural groups can come together. As part of its commitment, new programs that run from East Reservoir SCC include a partnership with 'Your Community Health' to address food security issues as well as shared food activities that build relationships with residents and explore ideas for accessing low cost healthy food within a social setting. An Aged Care "Ideas Hack" was held which explored themes identified in earlier community consultation in more detail, which will inform planning and future activities	Yellow
10	Reinvigorate the Darebin Arts and Entertainment Centre	The Darebin Arts Centre strategic plan is currently being developed. This follows the completion of a 'current state review' of the venues. The plan will detail a refreshed vision and operating model, including an aligned workforce and financial plan.	Green
11	Increase our Tree Canopy and urban forest	Council is on track to exceed the 1900 target for street tree planting by an additional 900 trees in streets and parks. Work is also underway to measure canopy cover across the City more effectively by using thermal imaging which will help Council prioritise planting location and types in future years.	Green

15/05/2018

Number	Big Action	Comment	On Target? Please suggest traffic light colour - Green is on target - Yellow is falling behind - Red is well behind
12	Expand our land subdivision levy	A review of the Darebin Open Space Strategy is currently underway. Following the review and adoption of the updated Open Space Strategy, Council can commence a planning scheme amendment to increase the current open space levy. The planning scheme amendment requires final approval by the Planning Minister.	Yellow
13	Create a Developer Contributions Scheme	A shorter term policy to collect funds from developers is currently being finalised. This policy will in the interim require the collection of funds from developers as a contribution towards the upgrade of streetscapes.	Yellow
14	Create a new suburb for Northland	Community engagement has started focusing on gathering ideas and community aspirations for a new suburb within the Northland Urban Renewal Precinct in East Preston. The engagement process will also capture a vision for the Precinct and inform the concept plan for TW Blake Park.	Green
15	Use the opportunity created by the Government's removal of road and rail crossings.	The Level Crossing Removal Authority is currently awaiting the outcomes of the State Government budget before proceeding with the Bell Street, Preston, and the High Street Reservoir grade separation projects. The completion of the removal of the Grange Road Level Crossing later this year will result in a new shared path connection on the north side of the rail line, and a new landscaped green space on Ravenscourt Place.	Yellow
16	Develop a plan for the revitalisation of central Preston	In 2017/18, Council prepared engagement plans to help it shape a vision for the Central Preston Precinct. Engagement is due to commence in mid-2018. Council has also started research and seeking specialist advice which, along with community feedback will be used to explore how this precinct could be revitalised over time. This project will have several stages over several	Yellow

15/05/2018

Number	Big Action	Comment	On Target? Please suggest traffic light colour - Green is on target - Yellow is falling behind - Red is well behind
		years and result in a development of a Structure Plan which would become part of the planning scheme and help direct how the area develops.	

Darebin City Council

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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.1 Council Action 1.1.10 : Increase the number of businesses taking up subsidised LED lighting (LightSmart project) by 20 and installing larger solar systems by 10.					Fourteen Lightsmart retrofits have been completed and five Fairfield businesses have retrofits nearing completion. The Lightsmart target of 20 businesses will be met if not exceeded by the end of Q4. Five businesses have installed solar and Council expects to meet the target of 10 businesses by the end of Q4.		
Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.1 Council Action 1.1.05 : Implement actions from the SES Emergency Management Audit into a revised Emergency Management Plan.					Shared resource with Moreland City Council has commenced. Council has developed an Emergency Management Plan that includes the SES audit recommendations.		
Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.1 Council Action 1.1.01 Develop a model for a Darebin Energy Foundation for consideration in the 2018/2019 budget.					The Climate Emergency Darebin Advisory Committee was appointed in April and includes a range of leading thinkers and community representatives. It will build on the work of the interim Darebin Energy Foundation committee to restore a safe climate at emergency speed by eliminating greenhouse gas emissions and enabling drawdown of excess carbon dioxide in the air.		
Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							

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Activities by Related Plan

Council Plan Action Plan 2017-2018

1.1.1.1 Council Action 1.1.12 : Complete the John Cain stormwater harvest and flood mitigation works to provide water for irrigation of sports grounds to increase annual supply of water use from non-drinking supplies by 15 megalitres.					The project is progressing to program and budget with construction works underway. Earthworks have been completed and work on the installation of the water detention system is nearing completion.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.
Strategy:

1.1.1.1 Council Action 1.1.06 : Review our Fossil Fuel Divestment Strategy.					The Fossil Fuel Divestment Strategy has been replaced with Council's Investment Policy. The Investment Policy was updated in June 2017 to incorporate the principles of fossil fuel divestment. The Investment Policy will be reviewed by Council late 2018 following consultation with Northern Alliance for Greenhouse Action regarding their current investigation into zero fossil fuel divestment for Victorian councils.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.
Strategy:

1.1.1.2 Council Action 1.1.11 : Hold a green business expo, two green business networking events and increase the number of businesses on our green business directory.					The Green Business event 'Sustainability Matters' was delivered on 10 April hosting 60 attendees. Two Green Business Networking events were held on 14 November and 28 March. Eight 'We are Greening our Business' certificates have been awarded and included in the Green Business Directory. Six new businesses have commenced an organic waste collection with Compost Collectors.		
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Council Plan Action Plan 2017-2018

Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.2 Council Action 1.1.03 : Host a Climate Emergency Conference to promote Darebin as leaders in local responses to the climate emergency.					The purpose, outcomes and themes of the conference have been developed. The date has been postponed to September 2018 to enable better participation. The Municipal Association of Victoria and Greenhouse Alliances conference will be hosted by Darebin in July and will include a Climate Emergency stream.		
Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.3 Council Action 1.1.09 : Extend our Solar Saver program – which helps residents buy solar without upfront costs – to ensure 2000 kilowatts solar is committed for installation in the following year.					Progress towards doubling solar power in the City by 2021 is well underway. Council has expanded the 'Solar Saver' program to all be available for all residences interest free with an additional 481 homes signed up in 2017/18 to have solar power installed under this program between July and December 2018. Options to expand this program further to include businesses are being investigated.		
Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.							
Strategy:							
1.1.1.4 Council Action 1.1.15 : Encourage the community, traders, schools and others to minimise single-use plastic and advocate to State government and larger retailers to implement plastic bans.					The Single-Use Plastic Free Events Policy was adopted by Council in February 2018. The School competition received 150 entries from seven schools with winners awarded in December 2017. The Kite Festival held in March 2018 included promotion and information on the		

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					elimination of single-use plastic.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.

Strategy:

1.1.1.5 Council Action 1.1.16 : Develop a model for the introduction of a new food waste collection and processing service in 2019/20.					A six month food waste trial commenced on 8 December 2017 in the Kingsbury area with participants using green waste bins for food waste. Results will be reported to Council in August 2018.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.

Strategy:

1.1.1.6 Council Action 1.1.17 : Continue advocacy on the landfill levy and other relevant waste and recycling issues, to redirect levies to Council to reduce waste to landfill, increase recycling and address climate change.					An Advocacy Plan has been developed and implemented which include the Federal and State Governments; the Municipal Association of Victoria and the Australian Local Government Association.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.

Strategy:

1.1.1.7 Council Action 1.1.04 : Carry out an additional 200 inspections of drainage pits and pipes in high risk flood areas to reduce flood risk.					1057 pits were inspected with over 500 requiring cleaning. Focus has been on high flood risk areas and associated arteries. Council exceeded the target.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.

Strategy:

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1.1.1.7 Council Action 1.1.02 : Develop and enact a Climate Emergency Plan.					The Climate Emergency Plan was developed following community consultation and adopted by Council 21 August 2017. The Plan has been implemented with key initiatives such as the Solar Saver Program and the Darebin Energy Foundation in progress.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.
Strategy:

1.1.1.8 Council Action 1.1.08 : Update our Vehicle Policy to ensure priority selection of environmentally friendly, preferably electric or hybrid, passenger fleet vehicles.					The Draft Vehicle Policy is currently being reviewed. Council's passenger vehicles are being replaced with hybrid models with light and heavy fleet being considered for electric/hybrid options.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.
Strategy:

1.1.1.16 Council Action 1.1.13 : Include Water Sensitive Urban Design or Environmentally Sustainable Design practices or products into at least 75% of Council's capital work projects.					The draft Darebin Environmentally Sustainable Design Building Policy will be considered by Council in May 2018 and will be a key guide to the construction and management of Council's assets.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.
Strategy:

1.1.1.17 Council Action 1.1.14 : Develop a policy and action plan to eliminate single use plastic items at Council events/activities and events /activities at Council sites.					The Single-Use Plastic Free Events Policy was adopted by Council in February 2018. Action plans have been developed and implemented. A school competition was held and winners were announced in December 2017. The State Government announced in October 2017 that legislation to eliminate single-use plastics bags will be introduced to Parliament.		
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Council Plan 1.1.1 We will become an energy and water efficient city and reduce waste.

Strategy:

1.1.1.18 Council Action 1.1.07 : Develop an Environmentally Sustainable Development Policy to outline minimum standards for new and refurbished Council buildings.					The draft Darebin Environmentally Sustainable Design Building Policy has been developed. It is on track to be considered by Council before end June 2018.		
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Council Plan 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

Strategy:

1.1.2.1 Council Action 1.2.09 : Replace 7,500m of footpath defects on the primary and secondary pedestrian network and increase funding towards footpath maintenance to \$1.7M.					All works are on schedule with a strong focus on walkability and bicycle networks around Darebin.		
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Council Plan 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

Strategy:

1.1.2.1 Council Action 1.2.02 : Investigate the feasibility of introducing a green ticket option at Council managed and operated arts venues that will give a discount to those that use sustainable transport to get to event.					Council has investigated a green tickets scheme and will be trialling a transport information campaign in April 2018. A survey of travel behaviour has been undertaken and will be utilised to inform the trial.		
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Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.							
1.1.2.1 Council Action 1.2.04 : Improve six intersections and crossings on key walking/cycling routes.					Council has completed the relocation of the Arthurton Rd bus stops, construction of a zebra crossing on Dennis St and traffic signal upgrades to improve walkability in Preston. Eight additional projects have commenced. A Draft Walking Strategy consultation process is underway; the updated strategy will go to Council in September 2018.		
Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.							
1.1.2.2 Council Action 1.2.03 : Produce a walking and cycling map encouraging green travel options to Council managed and operated arts venues.					The Arts Precincts Unit has developed a green travel graphic which provides environmentally sustainable transport options to the arts venues. This will be sent to ticket purchasers and available on the arts venues websites from April 2018.		
Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.							
1.1.2.2 Council Action 1.2.05 : Improve the whole-of-trip experience for cyclists throughout Darebin including improvements in way-finding, path network expansion, safety improvements, path upgrades, removing conflict points with vehicles, increased parking (100 new spaces across 50 hoops) and making active transport a priority in some streets.					Three key cycling projects have been completed: Arthurton Road/St Georges Road bus stop relocation, Yarana Road shared path and Dennis Street cycle lane safety works. Four new projects will be constructed in 2018. Fifty new bike hoops have been installed. The Northern Pipe Trail Master Plan is being finalised for further community engagement in June-July; way finding was installed as part of the Melbourne Waterworks. Council trialled a bike course at Thornbury High School to engage young teens. Darebin is representing		

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					the northern region Councils on the Resilient Melbourne Cycle Network Senior Reference Group.		
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Council Plan Strategy:

Council Plan 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

1.1.2.3 Council Action 1.2.06 : Redesign 3 streets where green space, walking and cycling take priority.					Consultation has commenced in March for the South Morang route - over 250 responses received. Over 100 people applied to be community champions, with approximately a third of selected for a consultation forum in April. A further eight routes will be assessed with concept level designs to be completed by the end of June 2018.		
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Council Plan Strategy:

Council Plan 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

1.1.2.4 Council Action 1.2.07 : Complete an audit of our safe active travel routes to schools and deliver six priority projects across the schools audited.					An evaluation of the Darebin 'Safe Travel to School' audit approach has been completed. Six projects are in various stages of procurement and construction, including: O'Conner St / Dufy Street Reservoir, Jessie St / Murray Rd, Newcastle Street / Young Street, Young Street / Newcastle Street, Newmarket Street, and pedestrian fencing at Northcote High school. Area wide speed reduction, two wombat crossings and one bike access project are being designed for delivery next year.		
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Council Plan Strategy:

Council Plan 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

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1.1.2.5 Council Action 1.2.08 : Install 40km/hour signage in the Fairfield North and Northcote (Charles to Bent Street) areas.					VicRoads approval has been sought for 40km/h for the Charles to Bent Street area. This will be followed by community notification. Five studies are being undertaken to determine the potential for reducing speeds at various locations around Darebin.		
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Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

1.1.2.6 Council Action 1.2.10 : Advocate to the Victorian Government to seek their commitment to proceed with the design phase for the installation of tram Route 86 accessible "super stop" tram stops.					Council is developing a Thornbury Streetscape Master Plan to support the advocacy for tram stop upgrades and Council will continue to engage with the State Government to seek updates on the project.		
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Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

1.1.2.7 Council Action 1.2.11 : Advocate to the Victorian Government to commit to undertaking works in the vicinity of tram Route 11, including the upgrade of the Regent Street terminus, and the Reservoir level crossing removals project which will enable a future tram Route 11 extension to Edwardes Street.					A Federal and State Government Advocacy Plan has been developed focusing on extending the tram line from Regent Street to Edwardes Lake Park.		
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Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

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1.1.2.8 Council Action 1.2.12 : Continue to advocate to the Victorian Government for an increase in bus service and coverage across Darebin.					Attended the Metropolitan Transport Bus Matters forum to plan partnership advocacy with other local governments. Council is currently preparing a partnership advocacy strategy with other Local Governments. This is due for completion later in 2018.		
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Council Plan Strategy: 1.1.2 We will increase sustainable transport through safer streets for walking and cycling, and advocacy for public transport.

1.1.2.9 Council Action 1.2.01 : Install 16 car share bays on council managed land.					Four permanent bays have been installed with three floating bays approved. A further four permanent bays are being installed in April with 25 further applications being reviewed. A Draft Car Share Policy is being drafted and will be included in the consultation for the Parking Strategy.		
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Council Plan Strategy: 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.

1.1.3.1 Council Action 1.3.11 : Install four new rain gardens/ water sensitive urban devices.					Over 10 new rain gardens/water sensitive urban design devices have been installed with works at John Cain Park well progressed.		
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Council Plan Strategy: 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.

1.1.3.1 Council Action 1.3.10 : Plant 1900 trees in streets, parks, public land and play spaces, particularly in urban heat island hot spots (areas that are warmer than their surroundings because of human activity such as buildings and roads) identified through					Thermal imaging and canopy coverage measurements were taken in February with the results available in May 2018. These results will determine the location and quantity of tree plantings over the next five years. Consultation has been completed for an additional 1100 trees to be planted in streets		
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infrared photography.					and parks this financial year. This is in addition to the 1700 street trees already planted.		
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Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.							
1.1.3.1 Council Action 1.3.03 : Implement, as a minimum, all yearly actions in the Edwardes Lake Park Master Plan.					Furniture and lighting guidelines have been completed with upgrades to play mound/slide, new park furniture and plantings underway.		

Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.							
1.1.3.2 Council Action 1.3.08 : Implement, as a minimum, all yearly actions in the Ray Bramham Gardens Master Plan.					This project has been deferred until 2019-20 financial year		

Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.							
1.1.3.2 Council Action 1.3.04 : Implement, as a minimum, all yearly actions in the Bill Lawry Oval and Oldis Gardens (BLOG) Master Plan.					Surveys, tree assessment, landscape upgrades, and signage have been completed. Design and approval for shared user path has commenced. Fencing installation will be complete in the next financial year. The project was re-scoped as tree planting and shared user path construction was removed due to heritage controls and budget constraints.		

Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.							
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1.1.3.3 Council Action 1.3.06 : Implement, as a minimum, all yearly actions in the Robinson Capp Master Plan.					A new BBQ shelter and relocation of a path has been completed. All other yearly actions are in progress and on track for delivery.		
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Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.
Strategy: climate change.

1.1.3.4 Council Action 1.3.07 : Implement, as a minimum, all yearly actions in the Dole / Donath Master Plan.					Skate ramp works are complete. Path works to improve accessibility is in progress. Furniture and Lighting guides and action plans are 90% complete. Maintenance of newly planted trees is ongoing with 35 additional trees planted.		
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Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.
Strategy: climate change.

1.1.3.5 Council Action 1.3.09 : Develop new Master Plans and yearly action plans for Mayer Park and the Northcote Golf Course.					Mayer Park Community Reference Group (CRG) has been established. The Mayer Park Master Plan has been amended due to the removal of the Northcote Golf Course (due to a State Government report on the future of golf). A new process for Master Plan creation; consultation and engagement is underway, with design and delivery in future years.		
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Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change.
Strategy: climate change.

1.1.3.6 Council Action 1.3.02 : Review our Open Space Strategy through an audit of open space and publish a list of new public open spaces to acquire, preserve or upgrade.					A review of the Darebin Open Space Strategy is currently underway. Once adopted, Council will commence a planning scheme amendment to increase the current open space levy. The planning scheme amendment requires final approval by the Planning Minister.		
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<p>Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.</p>							
1.1.3.7 Council Action 1.3.05 : Implement, as a minimum, all yearly actions in the Bundoora Park Master Plan.					Upgrade of one toilet block completed. Ongoing consultation with Wurundjeri Land Council is exploring the potential location of a Cultural Centre at Bundoora Park.		
<p>Council Plan 1.1.3 We will expand and improve our network of open and green spaces, parks and natural environments to provide the lungs for our city and reduce the impacts of climate change. Strategy: climate change.</p>							
1.1.3.7 Council Action 1.3.01 : Develop a model for a Darebin Nature Trust for the 2018/19 budget.					The Darebin Nature Trust members will be determined by mid-year Expressions of interest have been received from a broad range of skilled and committed residents. A review of the open space strategy is also in progress to help understand future needs for open space, including recreation and biodiversity. The strategy review is also a key element that will allow Council to generate funds for new and better open space through an Open Space Levy to be applied to developments.		
<p>Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course. Strategy:</p>							
2.1.1.1 Council Action 2.1.02 : Develop and implement the Health and Wellbeing Plan 2017-2021.					Seventeen participants completed mental health first aid training. Six schools recruited to participate in the Stephanie Alexander kitchen garden program, supported by Council. Council has partnered with Breast Screen to run a Darebin information session.		
<p>Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course. Strategy:</p>							
2.1.1.1 Council Action 2.1.07 : Develop and enact a Youth Services Strategy.					A service benchmarking process along with a review of the existing 2012-2017 Youth Engagement Strategy has been completed.		

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					The Annual Jobs Fair delivered in partnership with Northland Shopping Centre resulted in 150 jobs for local young people.		
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Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.1 Council Action 2.1.05 : Develop a master plan for the former Ruthven school site for mixed community service, open space and sporting use.					Following the community consultation process, work has commenced on the development of the Master Plan. Maintenance works have also been completed onsite.		

Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.2 Council Action 2.1.03 : Run workshops, information sessions and events for families of children to a satisfaction level above 80%.					Four Navigating Kindergarten and Childcare information sessions have been held outlining the benefits of the Maternal and Child Health service and how to access it, attended by 50 practitioners. An additional 12 information sessions held on topics such as Sleep and Settling, Babies and Food and Postnatal Care were attended by 80 families, 19 new parent groups and 150 parents. Reported satisfaction levels exceeded 80%.		

Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.2 Council Action 2.1.09 : Maximise opportunities for people with disability through the National Disability Insurance Scheme: 300 people assisted to access the NDIS in					To date 374 clients have been assisted to transition or navigate the transition to the National Disability Insurance Scheme.		

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Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.3 Council Action 2.1.06 : Use Victorian Government funding for supported playgroups to expand program to six weekly sessions across the municipality.					Seven supported playgroups operating within the municipality (Kingsbury, Reservoir and Thornbury) and 70 families were enrolled in the groups from January to March. An Arabic and Persian speaking bicultural worker is providing support. Funding to facilitate a further three groups was obtained.		

Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.3 Council Action 2.1.08 : Review existing aged care services in light of the reform agenda and run an aged care reforms consultation with 500 people consulted.					Council received 720 responses to a survey and 46 people attended focus groups. A regional "ideas hack" was held in March with 60 local experts contributing to the workshop. A number of service reviews and projects were completed. The full review will be completed in 2018/19.		

Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.							
Strategy:							
2.1.1.4 Council Action 2.1.04 : Provide at least 6 workshops for educator learning.					The Immunisation Leader attended four early childhood network meetings to promote the importance of the vaccination program and how educators can encourage families to access the immunisation service. Council has applied for funding from the Department of Health and Human Services to provide additional workshops for educators in 2017/18		

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					and 2018/19.		
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Council Plan 2.1.1 We will ensure health and social services meet our community's needs across their life-course.

Strategy:

2.1.1.4 Council Action 2.1.10 : Identify locations and work with relevant stakeholders to design and build a fully compliant Changing Place.					A \$100,000 grant has been secured from the Department of Health and Human Services to build a Changing Place facility in Preston, the first of four facilities to be built over four years.		
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Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.

Strategy:

2.1.2.1 Council Action 2.2.07 : Review our sport and leisure work with an "inclusive" focus and develop a plan to reduce barriers and increase participation by girls, women and low income residents.					A review of the sporting subsidy arrangements has begun in order to give higher weighting to inclusivity. Further review and planning is required and this will be completed in 2018/19		
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Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.

Strategy:

2.1.2.1 Council Action 2.2.10 : Ongoing implementation of Arts Strategy 2014-2020.					The Creative Culture and Events Business Plan has progressed all the priorities in the Arts Strategy. The focus this quarter has been on rolling out the programs such as Speakeasy, Arts Partnership Initiative and festivals such as the Kite Festival. Council has also been trialling new initiatives such as the inaugural Triennial Events Partnership Program and Risk Residencies.		
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Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.1 Council Action 2.2.17 : Expand the Backyard harvest festival to provide more open garden opportunities and sustainable food education.					The Backyard Harvest Festival (18-26 November 2017) was expanded to include Moreland this year and included 35 events with 433 attending over both municipalities. The Festival is being reviewed for future years.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.1 Council Action 2.2.02 : Prepare and maintain sportsgrounds so 100% are ready for competition.					Drainage works at Crispe Park have been completed and the ground is now open for use during the football season.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.1 Council Action 2.2.03 : Finalise the design for the Multi Sports Stadium and commence contract tendering works.					Design of the four new outdoor netball courts are nearly completed for tendering. Concept designs, scope, budget and project plan for the Women's Multi Sports Stadium is being finalised for endorsement by Council by June 2018.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.1 Council Action 2.2.01 : Design and build at least 6 new or upgraded play spaces for large and small public open spaces.					A total of eight new or upgraded play spaces are at varying stages of project delivery: Woolhouse Reserve, McAdam Reserve, Ludeman Reserve, Horton Reserve, Susan Walsh Reserve and Adams Reserve. A further six are currently in the design stage.		

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<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.1 Council Action 2.2.18 : Continue to provide grants to Family Violence, Emergency Relief, Housing, Legal and Multicultural services that provide programs, activities and services to Darebin residents.					A \$40,000 grant for addressing Family Violence in priority groups across Darebin was awarded to Your Community Health for the 'Celebrations of Strength and Resilience Project'. A \$6,000 grant was provided to the Reservoir Neighbourhood House and a \$500 grant was awarded to the Darebin Community Legal Centre for the 'Week Without Violence' activities.		
<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.2 Council Action 2.2.06 : Apply a diversity focus across leisure infrastructure projects to determine a priority list of projects based on community needs.					Consultation with local clubs has been completed. This may require completion in 2018/19. In addition, capital works projects have been incorporating measures around inclusion, diversity and access. These strategies are being implemented.		
<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.2 Council Action 2.2.11 : Employ, program, commission and support a greater diversity of artists to reflect Darebin's rich multicultural character.					Council programs and events have enabled multiple shows with lead artists from diverse multicultural backgrounds. The forecast for programming in 2018 contains a minimum of 10 shows with lead artists of CALD, Indigenous or LGBTI backgrounds.		



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Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:							
2.1.2.2 Council Action 2.2.15 : Provide four or more opportunities for community participation in local food growing, preparation and celebrations.					Three Sustainable Food Leaders forum have been held - providing opportunity to network with others growing / preparing food locally and to hear about local food projects / initiatives. The Backyard Harvest Festival involved 22 events in Darebin during November 2017.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:							
2.1.2.2 Council Action 2.2.19 : Increase funds to our Neighbourhood Houses and develop a new longer term funding model for the partnership.					Financial modeling has been undertaken with recommendations to be considered by Council in June 2018.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:							
2.1.2.2 Council Action 2.2.04 : Finalise options to redevelop the Northcote Aquatic and Recreation Centre.					Works to develop a feasibility study on redevelopment options for the Northcote Aquatic and Recreation Centre is near complete. Consultation with the community seeking their views of the Centre and the services has been completed. A briefing will be given to Councillors by August 2018.		
Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:							
2.1.2.2 Council Action 2.2.09 : Undertake an audit of six seniors centres to develop a plan for their					Progress has been delayed. The project will need to be extended into 2018/19, as part of Council's commitment to creating an		

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renovation.					Age-Friendly City.		
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Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.3 Council Action 2.2.12 : Write strategic plans and refreshed visions for Northcote Town Hall, Darebin Arts and Entertainment Centre and Bundoora Homestead Arts Centre.					Following a current state review of both venues, strategic plans are in development for Northcote Town Hall and Darebin Arts Centre. A report will be brought to Council in the first quarter of 2018/19. At Bundoora Homestead Art Centre, a new operational plan and new workforce plan was successfully implemented.		

Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.3 Council Action 2.2.16 : Promote and support at least one local food project which demonstrates multiple social, economic and environmental benefits.					The business plan for the Community Food Hub was completed and the consortium were successful in achieving a substantial grant from the Lord Mayor's Charitable Fund. Plans are being finalised on how the \$20,000 for site works at the Melbourne Innovation Centre in Alphington will be utilised. Council has been working with stakeholders to plan these projects.		

Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities.							
Strategy:							
2.1.2.3 Council Action 2.2.08 : Examine the feasibility of more free and low cost exercise activities.					Council is currently exploring low cost memberships for the Reservoir Leisure Centre through the new fees and charges schedule currently being developed.		

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<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.4 Council Action 2.2.13 : Review operating models across all Council owned cultural facilities to ensure they remain sustainable.					Bundoora Homestead Art Centre, Northcote Town Hall and Darebin Arts Centre operating models have been reviewed as part of the strategic review process. The process included consultation, research and evaluation. A new Operations Plan and People Plan has been adopted by the Bundoora Homestead Board of Management and Council.		
<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.4 Council Action 2.2.05 : Install new green outdoor gyms across the municipality.					A new green outdoor gym was delivered in partnership with the Heidelberg Teaching Unit at the Reservoir High School. Future green gym sites have been identified in readiness for any funding opportunities becoming available.		
<p>Council Plan 2.1.2 We will expand opportunities for participation and social connection through sport, physical activity, arts, culture and other leisure activities. Strategy:</p>							
2.1.2.5 Council Action 2.2.14 : Review Councils festivals and events, implement a centralised events consultancy service, and get endorsement of a Future of Festivals in Darebin Plan.					Council is currently reviewing festivals held in Darebin and will deliver a new framework in the fourth quarter of the year. The Events Guidelines and Workbook has also been reviewed. Aimed at achieving best practice, an implementation plan is currently being developed.		

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<p>Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work. Strategy:</p>							
2.1.3.1 Council Action 2.3.01 : Ongoing implementation of our Early Years Strategy.					Council has launched the on line Kindergarten Parent Portal and modified the High Priority Kindergarten Enrolment Referral form and process to make it more user-friendly. Two workshops for kindergarten and child care centres have taken place and two Twilight Kindergarten Open Evenings held. Local Area Early Years to Primary School Transition Plans have been developed with input from local primary schools and kindergartens.		
<p>Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work. Strategy:</p>							
2.1.3.1 Council Action 2.3.06 : Review/enhance Darebin Libraries community language collections and services, reflecting the 2016 Census information.					The implementation of Collection Promotion Plans has commenced designed to raise awareness of the library's vast resources. New digital resources have been added to the collection to support language learning for children, literacy development and reading.		
<p>Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work. Strategy:</p>							
2.1.3.2 Council Action 2.3.02 : Enhance partnerships with local schools and school networks to collaboratively identify areas of high priority and disadvantage.					Quarterly activities include: • Updates to Council's Life Long Learning Strategy • Quarterly meeting of the Darebin Education Committee • Co-ordinated planning of the Darebin Council Careers Fair for Year 10 students.		

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Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work.							
Strategy:							
2.1.3.3 Council Action 2.3.04 : Extend opportunities for lifelong learning through the Neighbourhood House network with an emphasis in 2017-2018 on the establishment of learning programs at the East Preston Community Centre.					Thirteen weekly programs and services are now underway at the Community Centre, including Somali Community Homework Club and Literacy program and PRACE Certificate III in Education Support class.		
Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work.							
Strategy:							
2.1.3.3 Council Action 2.3.03 : Develop a comprehensive Lifelong-Learning Strategy that incorporates both Council, community and educational services, programs and activities.					Consultation activities including a community survey, focus groups, interviews and group presentations have resulted in valuable feedback from over 350 community members and Council officers. This feedback, along with demographic analysis, is being used to shape the draft Strategy which will be completed in the next financial year.		
Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work.							
Strategy:							
2.1.3.4 Council Action 2.3.05 : Provide dynamic and responsive library events and programs.					A variety of well-attended events have been delivered through Darebin Libraries. This was supported by 'Libraries After Dark' funding. Feature events include: Clementine Ford, participation in the Melbourne Writers Festival, events promoting Naidoc Week, Feminist Writers Festival, Chinese Folk stories, author talks, local history exhibitions and performances by local musicians.		



Activities by Related Plan

Council Plan Action Plan 2017-2018

<p>Council Plan 2.1.3 We will expand lifelong-learning opportunities, to enable local people to learn, develop their interests, and secure good quality work. Strategy:</p>							
2.1.3.5 Council Action 2.3.07 : Deliver enhanced digital services, including computer upgrades and a website refresh.					Purchasing of updated self-serve borrowing kiosks is underway. The wireless networks have been redesigned and upgraded to improve wireless speeds for library customers with easier access being tested prior to the launch. The website refresh is included in the draft 2018/19 budget and will be completed in 2018/19.		

<p>Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas. Strategy:</p>							
3.1.1.1 Council Action 3.1.01 : Review the Darebin Planning Scheme.					Work has commenced on updating the Darebin Planning Scheme. Due to a number of shifting priorities in the strategic planning work program, the review of the Planning Scheme will likely be completed in the second half of 2018.		

<p>Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas. Strategy:</p>							
3.1.1.1 Council Action 3.1.11 : Continue to work with the Victorian Government to achieve the separation of road and rail at crossings, including advocating for, and leading the design processes to improve open space, access and connections, safety and amenity for pedestrians and bike riders, and interchange facilities for public					Ongoing advocacy efforts continue aimed at securing State Government commitment to (a) additional level crossing removals at Cramer and Murray Road and (b) improved urban design and place making.		



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Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport,
Strategy: infrastructure, open space and attractive, safe public areas.

3.1.1.1 Council Action 3.1.16 : Explore the options for providing social housing on Council owned land work to determine an appropriate mechanism.					A formal submission has been made to the 'Lord Mayors Charitable Fund – Affordable Housing Challenge' to develop one of Council's owned car parks.		
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Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport,
Strategy: infrastructure, open space and attractive, safe public areas.

3.1.1.1 Council Action 3.1.05 : Implement new noise equipment to improve response to noise complaints.					New technology implemented ensures that noise complaints are assessed with an objective and consistent approach. Council's Unreasonable Noise Policy was updated to reflect the newly acquired equipment, deployment and application.		
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Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport,
Strategy: infrastructure, open space and attractive, safe public areas.

3.1.1.2 Council Action 3.1.02 : Promote the benefits of sustainable development that is accessible to public transport, commercial and community facilities, to the community.					All strategic planning projects undertaken have embedded sustainable development as a key fundamental principle. This is an ongoing action.		
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Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport,
Strategy: infrastructure, open space and attractive, safe public areas.

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<p>3.1.1.2 Council Action 3.1.12 : Continue to work with the Victorian Government to achieve the separation of road and rail at crossings, including advocating for, and leading the design processes to integrate new creative spaces into new buildings, master plans and major infrastructure.</p>					<p>Council is working with the Level Crossing Removal Project Team and their Alliance partners to identify possible opportunities. The potential for a youth / creative precinct in Reservoir has been identified and is being</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.2 Council Action 3.1.17 : Progress partnership agreement with Victorian Government in order to progress Social and Affordable Housing Pilot Project in relation to three identified Council owned sites.</p>					<p>Council and the Victorian Government have signed a partnership agreement which will be used as the basis for the redevelopment of Walker Street. Council has reconfigured a Memorandum of Understanding with the Department of Human Services and housing agencies into a set of agreed guidelines between Council and the State Government. Council is continuing to explore funding and partnership opportunities for the pilot site at Penola Avenue.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.3 Council Action 3.1.03 : Advocate for the Planning Minister to approve our guidelines for development along the Plenty Road identified growth corridor.</p>					<p>An Advocacy Strategy has been developed and implemented to support development along the Plenty Road corridor.</p>		
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<p>Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, Strategy: infrastructure, open space and attractive, safe public areas.</p>							
3.1.1.4 Council Action 3.1.04 Seek the Planning Minister's approval to amend the Preston Market Incorporated Plan, and have it included in the Darebin Planning Scheme, to ensure the future of the Preston Market.					After advocacy from Council and the community to update the incorporated plan, in July 2017, the Minister for Planning, requested that the Victorian Planning Authority (VPA) review the current planning controls that apply across the Preston Market site. Council is working in partnership with the VPA to undertake the review of the planning controls and future opportunities for the site. Phase one of the Community Engagement commenced in February. An Expression of Interest was also distributed seeking members to participate in a community reference group and represent the community views on the ideas to be considered as part of the review.		
<p>Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, Strategy: infrastructure, open space and attractive, safe public areas.</p>							
3.1.1.5 Council Action 3.1.06 : Plan a Northland Urban Renewal Precinct by developing a structure plan.					Council has adopted the Northland Urban Renewal Precinct engagement strategy, with a series of engagement activities due to commence. This will inform a future Structure Plan for Northland precinct in East Preston. Council will re-engage the community on the elements of any future structure plan, in addition to consultation on the northern play spaces in the TW Blake Park. This is a multi-year project.		
<p>Council Plan 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, Strategy: infrastructure, open space and attractive, safe public areas.</p>							

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<p>3.1.1.6 Council Action 3.1.07 : Plan a Northland Urban Renewal Precinct by completing an economic and employment study to inform an Economic and Employment Strategy.</p>					<p>Various actions completed:</p> <ul style="list-style-type: none"> • 22 interviews with key business and land owners to inform the Economic and Employment study. • Delivered a scenario modelling workshop with consultants on 12 September to finalise draft Economic and Employment study. • Received final draft Economic Development Strategy to assist development of the Northland Urban Renewal Structure Plan. 		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.7 Council Action 3.1.08 : Plan a Northland Urban Renewal Precinct by consulting on, and preparing, a TW Blake Community Park concept plan.</p>					<p>Council has adopted the Communications Strategy for the Northland Urban Renewal Precinct project. As part of the engagement strategy, engagement and detail design on the northern play spaces in the TW Blake Park are about to commence.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.8 Council Action 3.1.09 : Plan a Northland Urban Renewal Precinct by preparing a Public Realm and Open Space Strategy for community consultation.</p>					<p>An outline of the NURP Public Realm and Open Space Strategy has been prepared and is ready for community consultation to commence in May 2018.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

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<p>3.1.1.9 Council Action 3.1.10 : Consult with our community to develop and update our vision, plans and design guidelines for activity centres including Oakover Village, Reservoir Junction and Preston Central.</p>					<p>Council will commence urban design mapping for Preston Central in due course to provide Council and the community with a basis to develop a vision for this precinct. The Preston Central Vision, once developed, will provide Council with a strong basis to update the Preston Central Structure Plan. This is multi-year activity and relies on external stakeholders (such as the Level Crossing Removal Authority) to announce design details before further consultation can take place.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.10 Council Action 3.1.13 : Increase the open space levy across the city and advocate for its immediate approval by the Minister.</p>					<p>A review of the Darebin Open Space Strategy is currently underway. Following the review and adoption of the updated Open Space Strategy Council can commence a planning scheme amendment to increase the current open space levy. The planning scheme amendment requires final approval by the Planning Minister.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

<p>3.1.1.11 Council Action 3.1.14 : Implement a new Developer Contribution Scheme across the city.</p>					<p>A shorter term policy to collect funds from developers is currently being finalised. This policy will in the interim require the collection of funds from developers as a contribution towards the upgrade of streetscapes.</p>		
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Council Plan Strategy: 3.1.1 We will encourage and facilitate appropriate high quality development in identified areas to create opportunities for living accessibly to public transport, infrastructure, open space and attractive, safe public areas.

3.1.1.12 Council Action 3.1.15 : Work with the Victorian Government to develop a Master Plan, in collaboration with our community, to create high quality public housing at the Stokes and Penola site ensuring it complements the surrounding neighbourhood.					Council has proactively driven conversations with stakeholders, i.e. Department of Health and Human Services to create high quality public housing at Stokes and Penola Sites.		
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Council Plan Strategy: 3.1.2 We will support our creative industries to ensure the city grows as a significant arts and creative centre.

3.1.2.1 Council Action 3.2.01 : Develop a portfolio of affordable and accessible working spaces in Darebin owned facilities for artists and companies.					A number of initiatives are being trialled in the arts venues with a view to implementing them permanently if successful. These include the Triennial Event Partnership Program, Risk Residencies, Quick Response Program and Co-working spaces.		
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Council Plan Strategy: 3.1.2 We will support our creative industries to ensure the city grows as a significant arts and creative centre.

3.1.2.2 Council Action 3.2.02 : Develop an inaugural Cultural Infrastructure Framework that will ensure consideration of new creative spaces into new buildings, Master Plans and					Darebin's Creative and Cultural Infrastructure Framework was adopted by Council on 19 March 2018. Implementation has commenced.		
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developments.							
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Council Plan 3.1.2 We will support our creative industries to ensure the city grows as a significant arts and creative centre.

Strategy:

3.1.2.3 Council Action 3.2.03 : Develop a new framework for public art and redesign our public art program.					Following consultation with internal and external stakeholders, a draft policy has been developed and will undergo further review before presentation to Council.		
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Council Plan 3.1.2 We will support our creative industries to ensure the city grows as a significant arts and creative centre.

Strategy:

3.1.2.4 Council Action 3.2.04 : Develop a cultural outcomes framework, aligned to the Council Plan, which will monitor the outcomes of cultural activity and be reported against annually.					The Arts Precincts Unit has been working with the Cultural Development Network to develop a Cultural Development Plan. A draft plan has been completed detailing specific activities and measures. This draft is undergoing further review.		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

Strategy:

3.1.3.1 Council Action 3.3.04 : Increase maintenance and cleaning programs of public open spaces and streetscapes.					A review to improve cleanliness has been undertaken and is now being implemented. A new contract for maintenance of landscapes of major shopping strips is in place increasing frequency from 6 weeks to 4 weeks.		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

Strategy:

3.1.3.1 Council Action 3.3.02 : Invest over \$1.1M towards improving traffic					Two traffic management and safety projects have been completed: Massey		
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management across our city, including the installation of traffic calming devices at high risk locations: Reservoir (Cheddar to Plenty Rd) and the eastern side of the rail corridor between Miller Street and Clarke Street through Thornbury and Northcote.					Avenue/Broadhurst Avenue and McFadzean Avenue. Three other projects are about to start with works to be completed by June 2018. Community engagement has been undertaken for: Cheddar Road to Plenty Road area, Northcote Area including Mitchell and Bastings Streets, and Clarendon Street Area between Dundas Street, Darebin Road, High Street and Station Street. Engagement outcomes are currently being considered.		
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Council Plan Strategy: 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

3.1.3.1 Council Action 3.3.08 : Adopt a Preventing Violence Against Women Plan.					Preventing Violence Against Women Action Plan draft is 70% complete. 150 community members attended International Women's Day event and oration on social justice issues affecting women and trans women. Global sisters program commenced with 30 women participating. The Darebin Women's Advisory Committee was held.		
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Council Plan Strategy: 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.

3.1.3.1 Council Action 3.3.07 : Upgrade one public toilet facility considering diversity, responsible reuse of water and inclusion of CEPTED principles (Crime Prevention Through Environmental Design).					Designs for a 'Changing Places' public toilet (converting the current toilets at Kelvin Grove, Preston) is progressing and will be completed June 2018.		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.1 Council Action 3.3.10 : Take the lead in developing a new Domestic Animal Management Plan that other municipalities can link their plans to. The Plan will outline strategies for ensuring responsible owners safely integrate in the community with their pets, causing no harm or nuisance to others.					The draft Animal Management Plan was released for public comment during September 2017 and was workshopped with the Animal Management Reference Group. The final Plan was adopted by Council at its meeting on 16 October 2017.		
Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.2 Council Action 3.3.01 : Re-surface a minimum of 22 kilometres of roads.					Contract has been awarded for the completion of the road resurfacing program. Works are scheduled to take place between 1 April - 30 June 2018.		
Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.2 Council Action 3.3.03 : Upgrade 6 to 8 retail centres with new amenities including bins, recycling bins, cycle hoops, seats and natural shade as per our Retail Activity Centres Strategic Review.					Cost estimates and designs are currently being completed for delivery in 2018/19.		
Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							

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<p>3.1.3.2 Council Action 3.3.11 : Take the lead in developing a new Domestic Animal Management Plan that other municipalities can link their plans to. The Plan will outline strategies for increasing registrations and identification of pets to decrease the number of animals that end up in the facility in the first place.</p>					<p>The draft Animal Management Plan was released for public comment during September 2017 and was workshopped with the Animal Management Reference Group. The final Plan was adopted by Council at its meeting on 16 October 2017.</p>		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.
Strategy:

<p>3.1.3.3 Council Action 3.3.05 : Complete the Our Fairfield Village Master Plan (Station Streetscape Master Plan).</p>					<p>Master Plan creation slowed to account for changes in area due to level crossing at Grange Road implementation, and construction of Nightingale development. Additional research/surveys into traffic flow and parking are underway. The Fairfield Village Built Form Guidelines Planning Scheme Amendment is on exhibition in May 2018.</p>		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.
Strategy:

<p>3.1.3.3 Council Action 3.3.12 : Take the lead in developing a new Domestic Animal Management Plan that other municipalities can link their plans to. The Plan will outline strategies for improving dog walking infrastructure.</p>					<p>The Domestic Animal Plan was adopted by Council on 16 October 2017. The Plan is now being implemented. Research undertaken in November 2017 focused on why people do/don't walk their dog on leads was incorporated into the Plan.</p>		
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Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.4 Council Action 3.3.06 : Make safer, through good urban design, 10 public spaces and places where people feel unsafe.					The upgrade of Bundoora Park public toilet is complete. 17 new street trees will be planted along Broadway in Reservoir, and a review of lighting in Reservoir, Edwardes Lake Park and Donath Dole Reserves will be completed by the end of March 2018. Upgrade of 5 playspaces and 6 pocket parks to rejuvenate spaces and improve perceptions of safety are currently underway.		
Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.4 Council Action 3.3.13 : Take the lead in developing a new Domestic Animal Management Plan that other municipalities can link their plans to. The Plan will outline strategies for ensuring Darebin officers will work with neighbouring Councils to develop partnerships with relevant stakeholders to implement programs that reflect best practice and address animal welfare issues.					Council will sign a shared services agreement with the City of Moreland in April 2018 to facilitate the after-hours collections and pound services. The service will commence in May on delivery of the collections vehicle.		
Council Plan 3.1.3 We will manage local roads, buildings and public spaces to make our city safer, cleaner and more attractive.							
Strategy:							
3.1.3.5 Council Action 3.3.09 : Open a new regional shared animal facility with Moreland and Whittlesea councils, to effectively manage lost and abandoned					Contract negotiations with RSPCA for the management of the new facility were finalised in August. The Facility opened on Monday 16 October 2017.		

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Activities by Related Plan

Council Plan Action Plan 2017-2018

animals. The facility will allow animals to be held for longer until they are reunited with their owner or rehomed, maintaining our policy of no kill of healthy animals.							
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:

4.1.1.1 Council Action 4.1.03 : Encourage local businesses to take up Victorian and Federal Government apprenticeships and other employment programs for young people to increase youth employment.					Council has undertaken the following: <ul style="list-style-type: none"> • Participated in an Employer Panel for The Bridge 'Step up to Work' program. • Participated in the Northern Jobs Fair 3 August - 2500 attendees and 1600 jobs offered. • Participated in Northland Jobs Fair week (3-8 September). • Hosted Employment Industry forum "Meet the Providers" introducing local businesses to Darebin's employment service providers – 22 November (30 attendees). • Administers Darebin 'Jobs Link' - online platform to promote local job opportunities. Total members 3065 and total jobs advertised 1254 year to date. 		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:

4.1.1.1 Council Action 4.1.10 : Identify strategic freight corridors to assist goods to reach Darebin while managing the impact on our community.					Council is currently researching and collating baseline data to formalise strategic freight corridors in Darebin.		
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Council Plan Action Plan 2017-2018

Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:

4.1.1.1 Council Action 4.1.02 : Provide at least one forum on quoting and tendering to help local businesses work with and understand Council's purchasing practices.					The Doing Business with Darebin event was held on 31 January 2018 with 29 registered attendees.		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:

4.1.1.2 Council Action 4.1.04 : Undertake projects which create partnerships between tertiary providers and local businesses.					Melbourne Polytechnic was secured as sponsor of Darebin 'Pitch IT' program and Digital Darebin Program in May. Tertiary providers attended various networking events to interact with local businesses. Partnered with Melbourne Polytechnic and La Trobe University School of Business to submit a Launch VIC funding application for a program to assist start up businesses.		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:

4.1.1.2 Council Action 4.1.11 : Undertake a smart parking pilot, which includes the development of a mobile information application (app), in one activity centre.					Parking Strategy Opportunities, Risks and Options paper currently being developed to inform strategy and the location of the smart parking pilot.		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.

Strategy:



Darebin City Council

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<p>4.1.1.3 Council Action 4.1.05 : Increase engagement with Darebin businesses by developing a strategy to increase: subscribers, Facebook followers, social media posts per year, interaction with our website.</p>					<p>Business Monthly e-news now has 2,900 subscribers. The Business Connection Issues 7 and 8 have been distributed in both print and electronic versions. Traffic to the Darebin Business Facebook and Active Spaces in Darebin Facebook pages continues to increase. A draft Digital Business Engagement Strategy is in public consultation phase.</p>		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.
Strategy:

<p>4.1.1.4 Council Action 4.1.06 : Deliver a program of opportunities for local technology entrepreneurial start ups.</p>					<p>WiFi capability has been activated in Preston, Northcote, Reservoir and Fairfield. Darebin Pitch IT program received 50 applications. The final five were selected with the winner to be announced in May. National Freelance Conference held in Northcote on 15 March 2018.</p>		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers.
Strategy:

<p>4.1.1.5 Council Action 4.1.07 : Continue to provide advice to increase the capacity of local businesses to export products and services and adopt digital technology.</p>					<p>Export Program 2017/18 is nearing completion and the program is at capacity with 10 participants. Two export workshops have been delivered with the final workshop 10 May 2018. Ongoing business visitations are taking place across the department with a total of 522 visitations undertaken year to date. Council worked with Alepat-taylor on the largest solar installation in Darebin being 400kw.</p>		
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Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers. Strategy:							
4.1.1.6 Council Action 4.1.08 : Deliver events on business topics to build skills and networks.					The 'Digital Darebin' series will be delivered in May in partnership with Melbourne Polytechnic. The annual event calendar has delivered two industry forums, one women in business networking events, two green business events, three business breakfasts, two export workshops, two creative networking events, one annual business networking event and four digital business events. Total year to date event attendance is 1088.		
Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers. Strategy:							
4.1.1.7 Council Action 4.1.01 : Improve our efficiency with permit application processes.					Council has established an internal working group to streamline planning regulations for businesses and to improve the 'customer experience'.		
Council Plan 4.1.1 We will foster an environment that ensures our local businesses succeed – from large industries to microbusiness and freelancers. Strategy:							
4.1.1.8 Council Action 4.1.09 : Support or attract at least one new major festival or event to increase visitors.					Delivered in Darebin, the Victorian Fair Trade Festival (4 August-13 August) was for the first time, delivered outside of Melbourne CBD. Council also attracted National Freelance Day on 15 March with 202 attendees (30% from Darebin).		
Council Plan 4.1.2 We will enable and activate space, including vacant shop fronts and council facilities, to accommodate different businesses and industries. Strategy:							

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4.1.2.1 Council Action 4.2.01 : Increase in the number of vacant shops reactivated.					Conducted 26 new business meetings and 13 meetings with Real Estate Agents. Two businesses year to date have leased vacant shops, with art installed in two vacant shop fronts and four murals installed.		
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Council Plan 4.1.2 We will enable and activate space, including vacant shop fronts and council facilities, to accommodate different businesses and industries.

Strategy:

4.1.2.1 Council Action 4.2.04 : Undertake a Darebin Arts Centre future options scoping study.					The Darebin Arts Centre Strategic Plan which includes future options, is currently being developed. Council will receive a report in the first quarter of 2018/19.		
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Council Plan 4.1.2 We will enable and activate space, including vacant shop fronts and council facilities, to accommodate different businesses and industries.

Strategy:

4.1.2.2 Council Action 4.2.02 : Assist in repurposing a minimum of one Council facility for business purposes.					A feasibility study for a Wurundjeri Cultural Centre within Darebin has commenced.		
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Council Plan 4.1.2 We will enable and activate space, including vacant shop fronts and council facilities, to accommodate different businesses and industries.

Strategy:

4.1.2.3 Council Action 4.3.01 : Continue our partnership with NORTH Link and the Northern Region of Councils (Darebin plus Banyule, Hume, Moreland, Nillumbik and Whittlesea) to collectively advocate for regional economic growth through infrastructure, industry support, and tourism development.					Council partnered in the Northern Multicultural Small Business Awards on 24 August with three Darebin businesses nominated (115 attendees); participated in the development of a Greater Melbourne Destination Management Plan; delivered actions from the Melbourne's North Food and Beverage and the Melbourne's North Workforce Plan; participated in regional events; NBAA Awards - two Darebin businesses received awards including Shiny		
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Darebin City Council

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					Embroidery and ELK who won Business of the Year; assisted with NORTH Link's successful bid to receive \$400,000 State Government funding to establish a Melbourne's North Food Group.		
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Council Plan 4.1.2 We will enable and activate space, including vacant shop fronts and council facilities, to accommodate different businesses and industries.

Strategy:

4.1.2.4 Council Action 4.2.03 : Work with the Melbourne Innovation Centre to develop a Master Plan for the site that will support emerging businesses and jobs growth into the future.					Council is continuing to support Melbourne Innovation Centre (MIC) as it develops its Master Plan throughout 2018/19. MIC is a key partner on the Darebin 'Pitch IT' program that encourages innovation in local businesses.		
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Council Plan 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

Strategy:

5.1.1.1 Council Action 5.1.14 : Advocate to VCAT for a reduction in approvals for gaming machines.					Actively participated as Alliance for Gambling Reform Member during this period with key campaigns, ongoing advocacy and engagement with local communities and peak bodies. Poker machines: Preparation of Social and Economic Impact Statement, community consultation and progressing with Council's objection to the planning application to increase the number of EGM's and extend opening hours by the Darebin RSL.		
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Council Plan 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

Strategy:

5.1.1.1 Council Action 5.1.11 : Review the outcome of the Darebin Intercultural Centre needs analysis to					A needs analysis and service review were presented to Council in October 2017. In the 2018/19 budget proposal, a needs and location study will be commissioned to		
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find it a more appropriate long term home.					determine the functional, space and design requirements for a new home for the Darebin Intercultural Centre.		
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Council Plan Strategy

Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.1 Council Action 5.1.17 : Develop a Local Diversity and Inclusion Through Employment Strategy to eliminate the barriers to diversity in the workforce and bring Darebin's workforce more demographically in line with the community.					A Volunteer Policy is being developed. The Employment Pathways Committee is working across the organisation to explore local employment and placement options. The organisation continues to work closely with the Darebin Aboriginal Advisory Committee, Darebin Ethnic Communities Council, La Trobe University, Melbourne Poly Technic and other external stakeholders to identify and support local employment pathways within Council. Since July 2017, Council has supported 85 placements, a careers expo for approximately 250 local students and the annual Real Jobs Industry Program for year 10 local students.		
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Council Plan Strategy

Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.1 Council Action 5.1.07 : Provide new ramps at the John Cain Memorial Reserve sports pavilion and at the Darebin Arts Centre.					Designs for the John Cain Grandstand Accessible Ramp are currently being reviewed. Construction is planned to commence in 2018. Due to unfavourable tenders for the construction of Darebin Arts Centre access ramp, works have been deferred to a future date.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.1 Council Action 5.1.13 : Continue to provide a Darebin rate rebate.					Rate rebate implemented with additional rate rebates raised as further qualifying applications were processed.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.2 Council Action 5.1.18 : Make our Aboriginal, Cross Cultural, Diversity and Inclusion and Disability Awareness Training – under our Diversity Capabilities Framework - mandatory for all staff and introduce it to Council induction.					Council's Induction Program includes a focus on Equity, Diversity and Inclusion, relevant training obligations, and incorporates a smoking/cleansing ceremony by an Aboriginal Elder. Council has delivered LGBTIQ, Introduction to Diversity, Disability Awareness and Say No to Racism training. Aboriginal & Torres Strait Islander Awareness and Aboriginal Mentoring will be delivered June 2018.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.2 Council Action 5.1.09 : Upgrade the lift in the Preston City Hall and the path at the Council Operations Centre.					Project is currently on track to be completed by June 2018.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.2 Council Action 5.1.01 : Develop an Equity, Diversity and Inclusion Strategy with associated action plans.					Endorsement of the Draft Equity and Inclusion Framework and allied action plans is scheduled for June 2018. Expert advice continues to be provided through the Human Rights, Aboriginal, Multicultural, Interfaith and		
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					Diversity portfolio areas across Council.		
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Council Plan 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							
Strategy:							
5.1.1.4 Council Action 5.1.03 : Update our equity, inclusion and wellbeing tool and apply it to all actions arising from this plan.					The Equity, Inclusion and Wellbeing Planning and Audit Tool (EIWPAT) process was updated with trials and testing taking place across a range of strategies and identified actions. The Tool will be further refined as part of a continuous improvement process and integrated planning within the Equity and Inclusion Framework.		

Council Plan 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							
Strategy:							
5.1.1.5 Council Action 5.1.10 : Continue to provide grants to services that provide programs, activities and services to marginalised and vulnerable residents.					Following an Expression of Interest process, funding was provided to support five Darebin organisations to deliver eight community activities during the Christmas/New Year's period.		

Council Plan 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							
Strategy:							
5.1.1.5 Council Action 5.1.04 : Provide training (EIPAT) to ensure coordinators, team leaders and senior managers know how to effectively apply the tool.					Training on the Equity, Inclusion and Wellbeing Planning and Audit Tool (EIWPAT) for this period was delivered through a range of platforms including one on one assessment and planning meetings for identified projects. A more comprehensive information and training session is scheduled for the fourth quarter along with delivery of additional staff inductions.		



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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							
5.1.1.6 Council Action 5.1.05 : Integrate our Anti-Racism Strategy into the equity inclusion and wellbeing tool.					The updated Equity, Inclusion and Wellbeing Planning and Audit Tool has integrated anti-racism considerations including Health Equity and Human Rights to better identify the positive (inclusion/participation) and negative (exclusion/discrimination) impacts of Council decisions.		
Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							
5.1.1.7 Council Action 5.1.15 : Advocate to the Federal government to provide greater support for refugees.					As a Refugee Welcome Zone member, Council has been an active member of the Asylum Seekers Resource Centre's #LetThemStay campaign and advocated to both State and Federal Government regarding treatment of refugee and asylum seekers. Through the Darebin Emergency Relief Network and North East Regional Settlement Interagency Network, Council worked to increase awareness and improve access for newly arrived communities. As a member of the Welcoming Cities Network, standards have now been linked into Council's diversity commitments with evaluation and reporting on outcomes due at the end of 2018.		
Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.							

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5.1.1.8 Council Action 5.1.16 : Advocate to the Federal government to address housing affordability.					The Housing Strategy and Responding to Housing Stress Strategy are being consolidated which will strengthen Council's advocacy position. Council is coordinating responses to key developments including Walker Street, submission to the Social Housing Renewal Standing Advisory Committee; Penola and Stokes Avenue sites; and the State Government advocacy campaign.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.9 Council Action 5.1.06 : Develop two new initiatives with community on food security and community safety.					Preston Library forecourt upgrade works are completed. Community safety audit conducted around Fairfield Community Centre and public toilets; and Reservoir Village Community Safety Survey have also been completed.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

5.1.1.10 Council Action 5.1.08 : Improve accessibility to Neighbourhood Houses.					Accessibility works to the front and rear entrance at Merrilands East Building will commence in July, with a 2018/19 funding application put forward for additional building renewal and West Building works. 'The Bridge' Preston ramp construction is scheduled for December 2018/January 2019.		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

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<p>5.1.1.10 Council Action 5.1.02 : Continue to connect with interfaith, not-for-profit organisations and community groups to strengthen our work.</p>					<p>Council continues to work in close partnership with community, organisations and networks across a diverse range of programs and services including place based projects, interfaith and local partnerships to build community capacity and strengthen community inclusion and wellbeing outcomes. Examples include: Women's Morning Tea at the Islamic Museum of Australia and North East Regional Settlement Issues Network.</p>		
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Council Plan Strategy: 5.1.1 We will ensure our services, facilities and programs benefit all, including our most vulnerable.

<p>5.1.1.11 Council Action 5.1.12 : Develop and implement actions to improve communication with our multicultural community in response to the 2016 Census and research we undertook in 2016/17 to understand community preferences. Project and internal consultation finalised in March and working towards conducting an audit of internal communication tools.</p>					<p>An action plan to respond to the research results is being developed in consultation with internal stakeholders. This will be completed in June 2018.</p>		
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Council Plan Strategy: 5.1.2 We bring the ideas of our diverse community into our decision-making.

<p>5.1.2.1 Council Action 5.2.02 : Write a Community Engagement Framework 2018-2021.</p>					<p>The project scope has broadened to include a strategy that will encompass training, branding and a community engagement toolkit. A review of Darebin Advisory Committees has been completed and will be included in the strategy.</p>		
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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

<p>Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:</p>							
5.1.2.1 Council Action 5.2.01 : Continue to provide community grants to organisations undertaking activities across our goals.					2018/19 Grants process is currently being advertised and will close April 2018. Over \$1,000 has been paid in "Quick Response" venue hire grants for this quarter.		
<p>Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:</p>							
5.1.2.1 Council Action 5.2.05 : Develop training and online resources to help citizens make verbal or written submissions at Council meetings and write submissions to other bodies.					Council has facilitated three Community Workshops focusing on grant writing and general engagement with government and like bodies. Online training resources have also been provided with 60 community members participating.		
<p>Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:</p>							
5.1.2.1 Council Action 5.2.06 : Improve technology in Chambers to ensure the community can clearly hear, in person or via the live web stream, Council debates and decisions made.					Work has commenced with the upgrade due for completion mid-May.		
<p>Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:</p>							

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<p>5.1.2.1 Council Action 5.2.07 : Develop an Advocacy Strategy that identifies priority issues, partners, strategies, goals, actions and timelines.</p>					<p>A Strategic Advocacy Framework was presented to Councillors and endorsed in July 2017. Advocacy Plans were developed for the 2018 State election and for the Northcote by-election. Council is currently preparing the 2018/19 Advocacy Plan.</p>		
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Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:

<p>5.1.2.2 Council Action 5.2.03 : Develop best practice engagement methods.</p>					<p>Council launched the consultation for the Northern Pipe Trail which included a mapping tool that enabled a significant increase in the amount of suggestions received. The consultation process for the Mayer Park Masterplan was commenced which will involve similar participative democracy techniques to the Penders Park Masterplan. The 2018/19 Annual Budget consultation process is being developed and will include pop-up sessions, listening posts, and online capability.</p>		
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Council Plan 5.1.2 We bring the ideas of our diverse community into our decision-making. Strategy:

<p>5.1.2.2 Council Action 5.2.04 : Establish a reference group that can provide ideas about how to reconfigure our community advisory structures.</p>					<p>The Reference Group will be activated in line with the new Darebin Community Engagement Strategy due for completion late 2018.</p>		
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Council Plan 5.1.3 We will be responsive and respectful to the current and emerging aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin. Strategy:

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May 15, 2018



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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

<p>5.1.3.1 Council Action 5.3.04 : Develop and deliver Aboriginal Engagement and Mentorships programs and opportunities.</p>					<p>Two presentations of theatre works by Aboriginal artists are scheduled for the last quarter. Council is also supporting the Melbourne International Comedy Festival's Indigenous talent development program for the second time. New partnerships have been fostered through an event celebrating the 'World's Oldest Living Culture' scheduled for September. The Darebin Community Awards have expanded this year to include two new categories specific to recognising Darebin Aboriginal leaders.</p>		
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Council Plan Strategy: 5.1.3 We will be responsive and respectful to the current and emerging aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin.

<p>5.1.3.1 Council Action 5.3.03 : In partnership and through consultation with the Wurundjeri Council and relevant communities, develop a framework and action plan to document, share and celebrate local Aboriginal history</p>					<p>Initial planning, supported by a comprehensive engagement process has commenced. Draft Framework and Action Plan is proposed for December 2018.</p>		
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Council Plan Strategy: 5.1.3 We will be responsive and respectful to the current and emerging aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin.

<p>5.1.3.1 Council Action 5.3.01 : We will Implement Council's Aboriginal and Torres Strait Islander Employment Strategy. Provide a supportive, safe and culturally inclusive work environment for Aboriginal and Torres Strait Islander people; Attract and recruit Aboriginal and Torres Strait Islander people through providing</p>					<p>Council is scheduled to provide Aboriginal and Torres Strait Islander Cultural Awareness Training in June. Online training options are also being explored. Council will introduce a mentoring program to support Aboriginal and Torres Strait Islander employees and refugees. Council is currently developing a Cultural Leave Policy in consultation with Darebin's Aboriginal Advisory Committee and Darebin</p>		
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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

culturally appropriate and flexible recruitment and selection processes; and Implement support mechanisms and provide flexible working arrangements and career development opportunities.					Ethnic Communities Council. Council continues to support work experience placements and work closely with Inner Northern Local Learning and Employment Network, secondary schools, and tertiary institutions. Recruitment has commenced for two ATSI trainees.		
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Council Plan 5.1.3 We will be responsive and respectful to the current and emerging aspirations of Traditional Owners and Aboriginal and Torres Strait Islander communities in Darebin.

5.1.3.1 Council Action 5.3.02 : Implement and monitor activities and commitment outlined in the Aboriginal Action Plan.					Implementation of actions is outlined in the new Darebin City Council two year Aboriginal and Torres Strait Islander Action Plan. Progress includes ongoing engagement with Aboriginal and Torres Strait Islander organisations through partnerships, services and programs; implementation of the Darebin Human Rights Conversation Series and planning for the culturally inclusive event in September 2018.		
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Council Plan 6.1.1 We will implement the best delivery models to optimise efficiency and value.

6.1.1.1 Council Action 6.1.03 : Build our strategic research capability.					Engagement methodologies; data and analysis; and technological improvements have been incorporated into the Community Engagement Strategy. Current engagement channels are also being reviewed.		
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May 15, 2018



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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

<p>Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.</p>							
6.1.1.1 Council Action 6.1.01 : Implement a Darebin Service Review program.					Twenty departmental workshops have been undertaken involving 250+ staff focusing on the prioritisation of process improvement and service reviews. The outcomes from this engagement is being incorporated into the Service Review and Continuous Improvement Framework.		
<p>Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.</p>							
6.1.1.1 Council Action 6.2.01 : Undertake feasibility analysis for the introduction of alternate revenue opportunities including Public Open Space Levy, Developer Contribution Scheme, parking strategy, grant seeking, and commercial opportunities for Council facilities.					A range of work is in progress: A review of the Open Space Strategy is currently underway and an update to the current open space levy will be completed after the strategy is reviewed. A development contributions scheme is being implemented in two stages, firstly an interim policy is currently being finalised which will require the collection of funds from developers for upgrade of streetscapes, and secondly a draft development contributions plan is being prepared alongside the 10 year infrastructure plan – full implementation of this will take some time as it requires an amendment to the planning scheme and therefore ministerial approval. A parking strategy will be developed next financial year through community engagement which will inform the ultimate approach.		
<p>Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.</p>							
6.1.1.2 Council Action 6.1.04 : Build our capability to use information generated by our community engagement in decision-making.					Data and information gathering and analysis is being incorporated into the Community Engagement Strategy. Staff training and induction sessions are being conducted across the organisation in relation to the 'Your Say Darebin' online engagement platform'.		

May 15, 2018



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Activities by Related Plan

Council Plan Action Plan 2017-2018

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Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.							
6.1.1.3 Council Action 6.1.05 : Appoint a contemporary and progressive CEO who will ensure that the organisation can respond to the challenges in the plan.					Sue Wilkinson commenced as Darebin Chief Executive Officer in September 2017.		

Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.							
6.1.1.4 Council Action 6.1.02 : Develop and implement a Workforce Planning Strategy to ensure our organisation's leadership capability and workforce's skills and capabilities equip us to respond to the needs of our community into the future.					Council is working closely with neighbouring northern Councils as part of a regional Workforce Planning initiative. The aim is to leverage better practice and share resources.		

Council Plan Strategy: 6.1.1 We will implement the best delivery models to optimise efficiency and value.							
6.1.1.4 Council Action 6.1.06 : Collaborate with other Councils to explore in-house services or contracted services that can be shared at a					Council actively participates in the Northern Region Procurement Excellence Network and has developed a combined contract register to identify opportunities for collaboration. Staff		

May 15, 2018



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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

regional level to minimise costs and maximise the value for money for our communities.					recruitment, office cleaning, repairs and maintenance (Security Services) contracts are currently being developed.		
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Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability. Strategy:							
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6.1.2.1 Council Action 6.1.07 : Invest in the Internet of Things Platform to: optimise energy consumption; maintain assets; and mitigate risk and decrease insurance premiums.					Council is continuing to research and identify productivity and efficiency gains including collaborating with Northern metro-region Councils to identify scalable initiatives. This also includes an application for a Smart Cities Grant.		
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Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability. Strategy:							
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6.1.2.1 Council Action 6.2.04 : Implement the Darebin City Council Enterprise Risk Management Strategy.					Council's draft Enterprise Risk Management (ERM) Strategy is currently being reviewed and will be progressed through the Audit Committee early 2018/19.		
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Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability. Strategy:							
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6.1.2.1 Council Action 6.2.02 : Prepare an Annual Budget that enables Darebin City Council to fully fund service delivery whilst achieving an operating surplus.					The Draft Annual Budget was presented to Council in March 2018 and will be placed on public exhibition in April 2018.		
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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability.							
Strategy:							
6.1.2.1 Council Action 6.2.06 : Deliver capital works efficiently, effectively whilst maintaining high quality outcomes.					Currently, 87 of the 163 capital works projects are on track with the remainder being monitored to ensure appropriate management actions are taken. Strategic drivers have been established for the evaluation and prioritisation of 2018/19 capital works projects.		
Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability.							
Strategy:							
6.1.2.2 Council Action 6.1.08 : Review our digital access across all Council services, and implement our Digital Transformation Strategy to enhance accessibility online, by mobile and by emerging technologies.					Council is continuing to identify, practise and implement digital solutions. This includes an online platform for registrations, online Health Portal and the automation of manual processes. Roll out of the digital transformation project will be ongoing.		
Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability.							
Strategy:							
6.1.2.2 Council Action 6.2.05 : Review and test Council's Business Continuity Plan.					The Business Continuity Committee (BCC) will review Council's Business Continuity Framework and priorities including Council's IT capability, critical assets and emergency management plans.		
Council Plan 6.1.2 We will find new ways to deliver long term financial sustainability.							
Strategy:							
6.1.2.2 Council Action 6.2.03 : Develop a ten year financial strategy that					Council's Long Term Financial Plan (LTFP) has been updated as part of the 2018/19 Annual		

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Darebin City Council

Activities by Related Plan (17/18)

Activities by Related Plan

Council Plan Action Plan 2017-2018

delivers ongoing underlying surpluses that allow the funding of ongoing service delivery to the community, the timely renewal of community assets and the assets required for ongoing service delivery and new community assets.					Budget process. A review of Council's Asset Management Strategy and practices is currently underway. This will be integrated into the LTFFP during the 2019/20 budget cycle.		
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Council Plan Strategy: 6.1.3 We will communicate our progress on the actions in this council plan to residents, community leaders, community organisations, business, industry, and Victorian and Federal governments to ensure we can all act together.

6.1.3.1 Council Action 6.3.01 : Develop and execute an annual Media and Communication Strategy to ensure Council news is disseminated through a range of channels.					A Communication Plan for 2018/19 is being developed which incorporates all strategic communications, engagement activities and community consultation. The Communication Plan is aligned to Council's major projects and advocacy activities.		
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Council Plan Strategy: 6.1.3 We will communicate our progress on the actions in this council plan to residents, community leaders, community organisations, business, industry, and Victorian and Federal governments to ensure we can all act together.

6.1.3.2 Council Action 6.3.02 : Implement ongoing website enhancements to improve customer experience, provide access to timely information, and enable community feedback.					Research, better practice, community and user-group feedback has been obtained to inform website enhancements. Construction has commenced with testing scheduled for June/July 2018.		
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May 15, 2018



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Finance Summary 3rd Quarter

1.2 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000
Operating					
Revenue	156,838	156,655	(183)	170,181	172,166
Expenditure	(117,943)	(111,478)	6,465	(157,381)	(159,113)
Surplus (deficit)	38,895	45,177	6,282	12,800	13,053
Capital & other					
Revenue / grants	(1,445)	(167)	1,278	(2,696)	(1,763)
Developer contributions	(3,749)	(4,271)	(522)	(5,000)	(6,013)
Adjusted underlying surplus	33,701	40,739	7,038	5,104	5,277

For the nine months ended 31 March 2018, Council has recorded an operating surplus of \$45.18 million, which is \$6.28 million ahead of the year to date budget. After eliminating capital and other items, the adjusted underlying surplus is \$40.74 million, which is \$7.04 million ahead of budget.

The main items contributing to this favourable variance are rates and charges, statutory fees and fines, other income, employee costs and materials and services. The forecast operating result for the year ending 30 June 2018 is an operating surplus of \$13.05 million, which is \$0.25 million more than budget. The forecast adjusted underlying surplus is \$5.28 million, which is \$0.17 million more than budget.

1.2 Capital performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Budget & CFWD's \$'000	Mid-Year Forecast \$'000
Property	9,645	5,277	4,368	11,420	13,014	13,051
Plant & equipment	6,755	4,413	2,342	9,458	10,077	8,640
Infrastructure	17,348	8,237	9,111	26,449	29,029	24,509
Total capital works	33,748	17,927	15,821	47,327	52,120	46,200

For the nine months ended 31 March 2018, Council has expended \$17.93 million on the capital works program, which is \$15.82 million behind the year to date budget. The variance is due mainly to delays in land improvements, buildings works and plant, machinery and equipment, roads and parks, open space and streetscapes.

As at 31 March 2018 a further \$13.20 million has been committed by way of issued purchase orders. Commitments are not reflected in the reported capital expenditure and may indicate that many projects are well progressed. The forecast total to be expended on capital works for the year ending 30 June 2018 is \$46.20 million, which is \$1.13 million less than the adopted budget.

The mid-year review identified 14 capital works projects requiring \$4.08 million to be carried forward for completion in 2018/19.

1.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000	Audited 2017 \$'000
Cash and investments	47,315	87,589	40,274	50,571	65,352	74,881
Net current assets	65,486	101,155	35,669	30,541	47,284	56,370
Net assets and total equity	1,321,564	1,404,046	82,482	1,295,469	1,371,922	1,358,869

The financial position as at 31 March 2018 shows a cash and investment balance of \$87.59 million which is \$40.27 million ahead of budget. The variance is due mainly to timing differences in receipt of rates, other income, payments to employees and suppliers, delay in payments for capital works and a higher opening cash and investment position compared with budget. The cash and investment balance of \$87.59 million was sufficient to meet restricted cash and intended allocation obligations of \$35.76 million at the end of March. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations such as cash held to fund future capital works.

The net current asset position is \$101.16 million which is \$35.67 million more than budget. The net asset position of \$1.40 billion is \$82.48 million more than budget. The forecast Financial Position as at 30 June 2018 shows a cash position of \$65.35 million and net current assets of \$47.28 million.

8.3 FINANCIAL REPORT - 9 MONTHS ENDED 31 MARCH 2018**Author:** Financial Accountant**Reviewed By:** General Manager Governance and Engagement

PURPOSE

In compliance with the *Local Government Act 1989*, the attached report (**Appendix A**) compares for the nine months ended 31 March 2018:

- Actual and budgeted operating revenues and expenses
- Actual and budgeted capital revenues and expenses
- Actual and budgeted movements in the Balance Sheet
- Actual and budgeted movements in the Cash Flow Statement

EXECUTIVE SUMMARY

A comprehensive financial review has been undertaken for the nine months ended 31 March 2018 to assess the financial performance of Council year-to-date. The outcome of the review indicates that Council has achieved a year-to-date operating surplus of \$45.18 million, which is \$6.28 million ahead of budget and capital works expenditure of \$17.93 million, which is \$15.82 million behind the budget.

All material variations have been explained in the report.

Recommendation

That Council:

- (1) Receives the contents of the "Financial report nine months ended 31 March 2018" included as Appendix A to this report and notes the year to date financial results against budget.
-

BACKGROUND / KEY INFORMATION

Under the *Local Government Act 1989*, at least every 3 months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT**Consultation**

- Managers and Coordinators
-

Communications

Nil

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

Goal 6 – A leading, modern and open Council

Environmental Sustainability Considerations

There are no environmental sustainability considerations relating to this report.

Equity, Inclusion and Wellbeing Considerations

There are no equity, inclusion and wellbeing considerations relating to this report

Cultural Considerations

There are no cultural considerations relating to this report.

Economic Development Considerations

There are no economic development considerations relating to this report.

Financial and Resource Implications

Are as outlined throughout this report and in the attached financial report appendix for the 9 months ended 31 March 2018.

Legal and Risk Implications

Nil

DISCUSSION***Operating Performance***

For the nine months ended 31 March 2018, Council has recorded an operating surplus of \$45.18 million, which is \$6.28 million ahead of the year to date budget. After eliminating capital and other items, the adjusted underlying surplus is \$40.74 million, which is \$7.04 million ahead of budget.

The main items contributing to this favourable variance are rates and charges, statutory fees and fines, other income, employee costs and materials and services. The forecast operating result for the year ending 30 June 2018 is an operating surplus of \$13.05 million, which is \$0.25 million more than budget. The forecast adjusted underlying surplus is \$5.28 million, which is \$0.17 million more than budget.

Capital Performance

For the nine months ended 31 March 2018, Council has expended \$17.93 million on the capital works program, which is \$15.82 million behind the year to date budget. The variance is due mainly to delays in land improvements, buildings works and plant, machinery and equipment, roads and parks, open space & streetscapes.

As at 31 March 2018 a further \$13.20 million has been committed by way of issued purchase orders. Commitments are not reflected in the reported capital expenditure and may indicate that many projects are well progressed. The forecast total to be expended on capital works for the year ending 30 June 2018 is \$46.20 million, which is \$1.13 million less than the adopted budget.

The mid-year review identified 14 capital works projects requiring \$4.08 million to be carried forward for completion in 2018/2019.

The benefit of understanding a budgeted carry forward position enables Council to plan a capital works program which is matched to the capacity to deliver.

Financial Position

The financial position as at 31 March 2018 shows a cash and investment balance of \$87.59 million which is \$40.27 million ahead of budget. The variance is due mainly to timing differences in receipt of rates, other income, payments to employees and suppliers, delay in payments for capital works and a higher opening cash and investment position compared with budget. The cash and investment balance of \$87.59 million was sufficient to meet restricted cash and intended allocation obligations of \$35.76 million at the end of March. Restricted cash is the amount of cash holdings Council requires to meet external restrictions such as trust funds, statutory reserves and cash for intended allocations such as cash held to fund future capital works.

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OPTIONS FOR CONSIDERATION

Nil

IMPLEMENTATION STRATEGY**Details**

Nil

Communication

Nil

Timeline

Nil

RELATED DOCUMENTS

- Annual Budget 2017/18

Attachments

- Financial report appendix 9 months ended 31 March 2018 (**Appendix A**)

DISCLOSURE OF INTEREST

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

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

FINANCIAL REPORT

Nine months ended 31 March 2018



**Financial Report
9 months ended 31 March 2018**

Contents

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Financial Report

9 months ended 31 March 2018

1 EXECUTIVE SUMMARY

1.2 Operating performance

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Mid-Year Forecast \$'000
Operating					
Revenue	156,838	156,655	(183)	170,181	172,166
Expenditure	(117,943)	(111,478)	6,465	(157,381)	(159,113)
Surplus (deficit)	38,895	45,177	6,282	12,800	13,053
Capital & other					
Revenue / grants	(1,445)	(167)	1,278	(2,696)	(1,763)
Developer contributions	(3,749)	(4,271)	(522)	(5,000)	(6,013)
Adjusted underlying surplus	33,701	40,739	7,038	5,104	5,277

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The mid-year review identified 14 capital works projects requiring \$4.08 million to be carried forward for completion in 2018/19.

Financial Report 9 months ended 31 March 2018

1.3 Financial position

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Cash and investments	47,315	87,589	40,274	50,571	65,352	74,881
Net current assets	65,486	101,155	35,669	30,541	47,284	56,370
Net assets and total equity	1,321,564	1,404,046	82,482	1,295,469	1,371,922	1,358,869

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The net current asset position is \$101.16 million which is \$35.67 million more than budget. The net asset position of \$1.40 billion is \$82.48 million more than budget. The forecast Financial Position as at 30 June 2018 shows a cash position of \$65.35 million and net current assets of \$47.28 million.

2. FINANCIAL ANALYSIS

2.1 Operating performance

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

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

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

Financial Report

9 months ended 31 March 2018

DAREBIN CITY COUNCIL

Comprehensive Income Statement

For the 9 months ended 31 March, 2018

	YTD Budget	YTD Actual	YTD Variance	Annual Budget	Mid-year Forecast	Forecast Variance	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Income							
Rates and charges	1	121,319	122,238	919	122,140	122,652	512
Statutory fees and fines	2	6,565	7,367	802	8,348	8,994	646
User fees	3	8,913	8,220	(693)	11,852	11,185	(667)
Grants - operating	4	11,412	10,389	(1,023)	14,850	13,415	(1,435)
Grants - capital	5	1,611	764	(847)	3,163	3,131	(32)
Contributions - monetary	6	3,749	4,271	522	5,000	6,013	1,013
Net gain (loss) on disposal of property, infrastructure, plant and equipment	7	100	(612)	(712)	(13)	1,173	1,186
Other income	8	3,169	4,018	849	4,841	5,603	762
Total income		156,838	156,655	(183)	170,181	172,166	1,985
Expenses							
Employee costs	9	61,198	59,407	1,791	81,860	80,759	1,101
Materials and services	10	32,192	28,083	4,109	43,197	44,526	(1,329)
Bad and doubtful debts	11	657	816	(159)	876	1,213	(337)
Depreciation and amortisation	12	17,088	16,385	703	22,784	23,298	(514)
Other expenses	13	6,808	6,787	21	8,664	9,317	(653)
Total expenses		117,943	111,478	6,465	157,381	159,113	(1,732)
Surplus for the year		38,895	45,177	6,282	12,800	13,053	253
Less							
Grants - capital (non-recurrent)		(1,445)	(167)	1,278	(2,696)	(1,763)	933
Contributions - monetary		(3,749)	(4,271)	(522)	(5,000)	(6,013)	(1,013)
Adjusted underlying surplus/ (deficit)		33,701	40,739	7,038	5,104	5,277	173

Operating Revenue – notes

- Rates and charges:** Major variances include:
 - \$359K increase for general rates due to the impact of supplementary rates at the end of the last financial year
 - Rebates and other adjustments are \$114K less at 31 March 2018 due to the changes in the Commonwealth Government eligibility criteria for pensions and it is forecast that this variance will only be \$60K at the end of the financial year
 - Supplementary rates are \$429K greater than budget due to timing differences and it is forecast that this variance will be \$80K at the end of the financial year.
- Statutory fees and fines:** Major variances include:
 - Infringements issued are \$609K greater than budget, partly due to timing differences and partly due to statutory increases for infringements and it is forecast that this variance will on be \$353K at the end of the financial year

Financial Report

9 months ended 31 March 2018

- Non-voting fines issued by the VEC for the Council election in November 2016 are \$125K greater than budgeted and it is forecast based on advice from the VEC that this variance will be \$196K at the end of the financial year
 - Planning fees are \$117K greater than budget partly due to timing differences and it is forecast that this variance will be \$128K at the end of the financial year.
3. **User fees:** Major variances include:
- Revenue from Arts precincts is \$191K less than budget and it is forecast that this variance will be \$154K at the end of the financial year
 - Revenue from the Reservoir Leisure Centre is \$186K less than budget and it is forecast that this variance will be \$72K at the end of the financial year
 - Revenue from Transportation planning is \$107K less than budget and it is forecast that this variance will be \$67K at the end of the financial year
4. **Grants operating:** Major variances include:
- Victorian Grants Commission (Financial Assistance Grants) for 2017/18 were 50% prepaid in 2016/17 and accordingly the grants received were \$1,687K less than budget and it is forecast that this variance will be \$2,249K at the end of the financial year
 - Unbudgeted grant funding of \$150K has been received for the Northland urban renewal joint community infrastructure project
 - Additional grant funding of \$160K has been received from the State Government for school crossing supervisors
 - Grant funding for family, diversity and community service delivery, including for maternal and child health, immunisation, playgroups, is \$111K greater than budget and it is forecast that this variance will be \$279K at the end of the financial year.
 - Grant funding for aged and disability service delivery is \$87K greater than budget partly due to timing differences and it is forecast that this variance will be \$107K at the end of the financial year.
5. **Grants capital:** Major variances include:
- Funding for the inner city netball program of \$1,000K had been budgeted to be received by the end of March and while not received it is forecast that \$1,317K will be received by the end of the financial year.
 - Roads to Recovery funding is \$431K greater than budget and is forecast to be \$1,083 greater than budget at the end of the financial year
 - Funding for the Dundas Street bridge replacement of \$365K has not been received but is forecast to be received by the end of the financial year.
6. **Contributions - monetary:** Major variance is:
- Public open space contributions received are \$522K greater than budget and is forecast to be \$1,013K greater than budget at the end of the financial year.
7. **Net gain / (loss) on sale of property, plant and equipment:**
- Carrying value of land under substations \$737K has been transferred to utility company CitiPower for nil consideration.
8. **Other income:** Major variances include:
- Interest received is \$411K greater than budget and it is forecast to be \$451K greater than budget at the end of the financial year.
 - WorkCover salary reimbursement is \$314K greater than budget.

Financial Report 9 months ended 31 March 2018

Operating Expenses – notes

9. **Employee costs:** Major variance is:

- Employee costs are \$1,791K less than budget mainly due to staff vacancies across the organisation and reduced training expenditure and it is forecast to be \$1,011K less than budget at the end of the financial year.

10. **Materials and services:** Major variances are:

- Aged and disability is \$271K greater than budget
- Civic safety and compliance is \$299K greater than budget and it is forecast to be \$163K greater than budget at the end of the financial year
- City development is \$206K more than budget and it is forecast to be \$214K more than budget at the end of the financial year
- Assets and capital delivery is \$225K more than budget and it is forecast to be \$381K more than budget at the end of the financial year
- Environment and sustainable transport is \$1,309K less than budget and it is forecast to be \$339K greater than budget at the end of the financial year.
- City futures is \$618K less than budget and it is forecast to be \$267K less than budget at the end of the financial year
- Creative Culture is \$418K less than budget and it is forecast to be \$62K less than budget at the end of the financial year
- Information services is \$380K less than budget and it is forecast to be \$248K greater than budget at the end of the financial year
- Recreation and libraries is \$367K less than budget.

11. **Bad and doubtful debts:** Major variance is:

- Civic safety and compliance bad and doubtful debts is \$150K greater than budget and it is forecast to be \$326K greater than budget at the end of the financial year.

12. **Depreciation and amortisation:** Major variance is:

- Depreciation and amortisation is \$703K less than budget and it is forecast to be \$514K greater than budget at the end of the financial year due to the capitalisation of assets as they are completed.

13. **Other expenses:** Major variances are:

- Animal control is \$186K greater than budget and it is forecast to be \$186K greater than budget at the end of the financial year with this expenditure relating to the lease amortisation of the Epping Animal Welfare Facility
- Planning and building services is \$205K greater than budget and it is forecast to be \$254K greater than budget at the end of the financial year with this expenditure relating to legal expenses for planning matters
- Creative culture is \$226K less than budget and it is forecast to be \$154K less than budget at the end of the financial year
- Insurances are \$200K less than budget and it is forecast to be \$187K less than budget at the end of the financial year.

Financial Report

9 months ended 31 March 2018

2.2 Capital performance

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

- YTD budget to 31 March 2018
- YTD actual results to 31 March 2018
- YTD variance of actuals compared to budget
- Original budget as adopted by Council
- Original budget plus additional carry forwards not included in the published budget
- Mid-year forecast of the year end position
- Variance of original budget adopted by Council and mid-year forecast of the year end position.

DAREBIN CITY COUNCIL

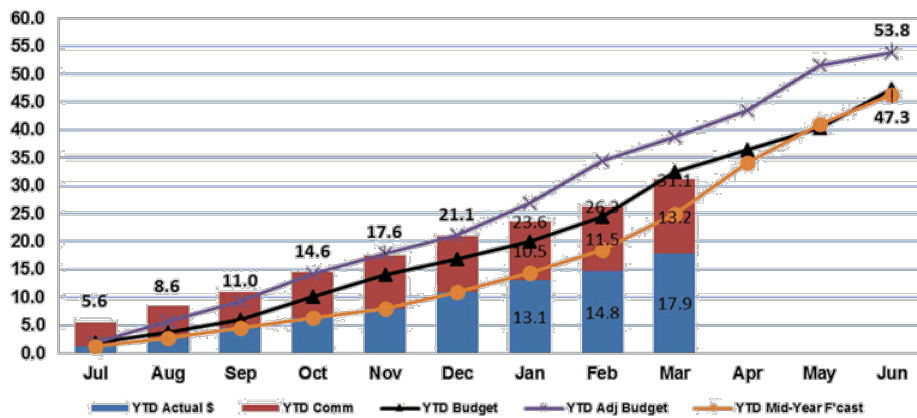
Statement of Capital Works

For the 9 months ended 31 March, 2018

		YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual & CFWDs Budget	Budget & CFWDs \$'000	Mid-year Forecast \$'000	Forecast Variance \$'000
Capital works								
Property								
Land	1	0	0	0	0	0	1,715	(1,715)
Land Improvements		2,658	2,036	622	2,908	2,908	3,154	(246)
Buildings	2	6,086	2,980	3,106	7,358	8,709	7,471	(113)
Building improvements		901	261	640	1,154	1,397	711	443
Total property		9,645	5,277	4,368	11,420	13,014	13,051	(1,631)
Plant & equipment								
Plant, machinery & equipment	3	4,275	2,772	1,503	5,488	5,513	4,234	1,254
Fixtures, fittings & furniture		147	45	102	147	200	191	(44)
Computers & telecommunications		1,658	981	677	3,034	3,575	3,426	(392)
Library books		675	615	60	789	789	789	0
Total plant & equipment		6,755	4,413	2,342	9,458	10,077	8,640	818
Infrastructure								
Roads	4	3,546	883	2,663	6,999	7,537	7,420	(421)
Bridges		739	77	662	3,417	3,417	991	2,426
Footpaths & cycleways		3,119	2,564	555	3,690	3,745	4,090	(400)
Drainage		817	558	259	1,621	2,541	2,537	(916)
Recreation, leisure & community facilities		325	214	111	386	414	424	(38)
Parks, open space & streetscapes	5	7,591	3,720	3,871	9,087	9,860	7,574	1,513
Off street car parks		45	4	41	46	46	66	(20)
Other infrastructure	6	1,166	217	949	1,203	1,469	1,407	(204)
Total infrastructure		17,348	8,237	9,111	26,449	29,029	24,509	1,940
Total capital works		33,748	17,927	15,821	47,327	52,120	46,200	1,127
Represented by:								
Asset renewal		19,799	10,518	9,281	27,766	30,578	25,390	2,376
New assets		7,120	3,782	3,338	9,985	10,996	11,462	(1,477)
Asset expansion		902	479	423	1,265	1,393	1,235	30
Asset upgrade		5,926	3,148	2,778	8,311	9,153	8,113	198
Total capital works		33,748	17,927	15,821	47,327	52,120	46,200	1,126

Financial Report
9 months ended 31 March 2018

Cumulative capital works actual and committed expenditure



Capital Expenditure – notes

1. **Land:** Major variances include:
 - Proposed purchase of land for \$1,715K approved under Council delegation
2. **Buildings:** Major variances include:
 - Multi-sports stadium is \$902K less than budget and it is forecast to be \$996K less than budget at the end of the financial year
 - WH Robinson Reserve pavilion is \$652K less than budget and it is forecast to be \$358K less than budget at the end of the financial year
 - Public convenience works are \$364K less than budget
 - Environmentally sustainable design works are \$345K less than budget
3. **Plant, machinery & equipment:** Major variances include:
 - Plant replacement is \$1,495K less than budget and it is forecast to be \$884K less than budget at the end of the financial year
4. **Roads:** Major variances include:
 - Roads resurfacing program is \$1,679K less than budget
 - Roads to Recovery program is \$613K less than budget and it is forecast to be \$345K more than budget at the end of the financial year
5. **Parks, opens space & streetscapes:** Major variances include:
 - Inner city netball program is \$747K less than budget and it is forecast to be \$112K more than budget at the end of the financial year
 - Play space upgrades are \$608K less than budget and it is forecast to be \$500K less than budget at the end of the financial year
 - DISC synthetic surface replacement is \$586K less than budget and it is forecast to be \$300K more than budget at the end of the financial year
 - Reservoir streetscape is \$578K less than budget and it is forecast to be \$461K less than budget at the end of the financial year.

Financial Report 9 months ended 31 March 2018

6. **Other infrastructure:** Major variances include:

- Traffic management is \$874K less than budget and it is forecast to be \$204K more than budget at the end of the financial year

2.3 Financial position

	YTD Budget \$'000	YTD Actual \$'000	YTD Var \$'000	Adopted Budget \$'000	Forecast \$'000
Cash and investments	47,315	87,589	40,274	50,571	65,352
Net current assets	65,486	101,155	35,669	30,541	47,284
Net assets and total equity	1,321,564	1,404,046	82,482	1,295,469	1,371,922

Cash balance

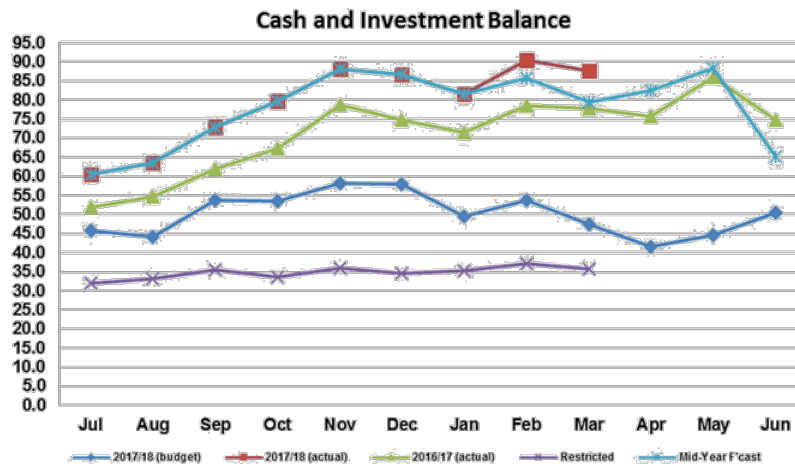
The chart below shows projections of how Council's cash balance is expected to perform over the course of the 2017/18 financial year. The chart portrays:

- Budgeted 2017/18 cash balance
- Actual 2017/18 cash balance
- Actual 2016/17 cash balance
- Restricted Cash
- Mid-year forecast cash balance.

Restricted cash includes:

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

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



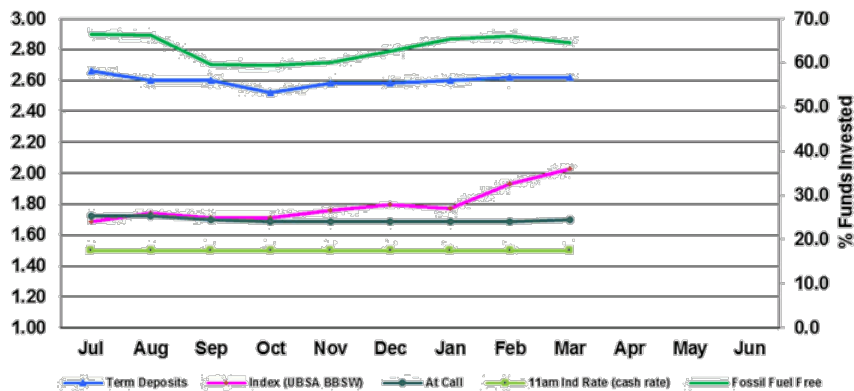
Note: Cash and investments include term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$39.067M).

The graph below shows Council's interest performance against the market as well as showing the percentage of investments that were placed with financial institutions and ADIs which do not have a

**Financial Report
9 months ended 31 March 2018**

record of funding fossil fuels. As at 31 March 2018, 65% of all invested funds were placed with financial institutions and ADIs which do not have a record of funding fossil fuels (30 June 2017 64%).

Weighted average interest rate v benchmark

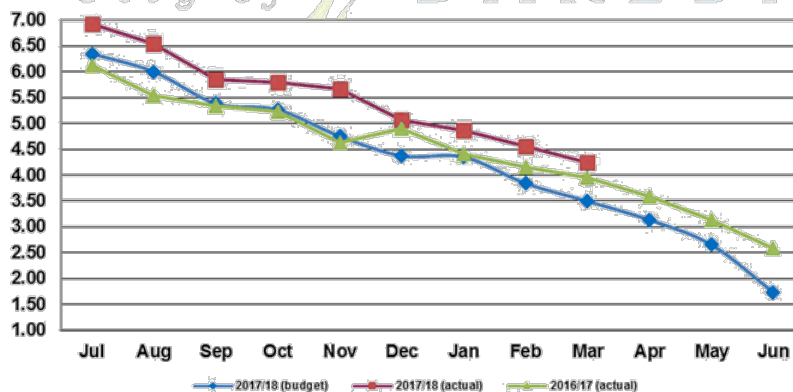


Working capital

The chart below shows projections of the movement in Council’s working capital over the course of the 2017/18 financial year. The chart portrays:

- Budgeted 2017/18 working capital
- Actual 2017/18 working capital
- Actual 2016/17 working capital.

Working capital (current assets/current liabilities)

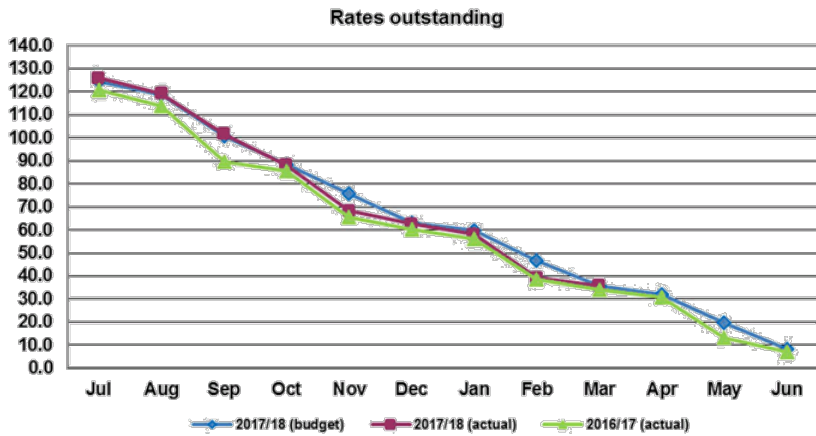
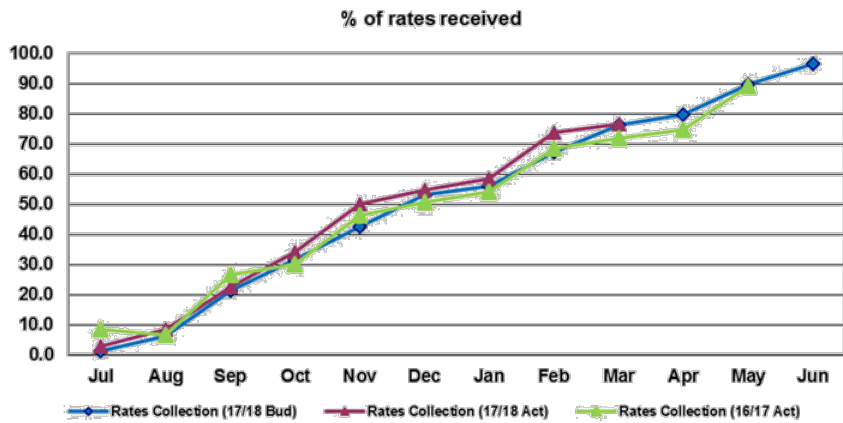


Rates debtors

In the first half of the year, \$121.46 million was raised in rates and charges including supplementary valuations generated by changes to council’s property base. At 31 March 2018, 76.6% of the rates raised have been collected compared to the same period of the 2016-17 financial year of 72.0%.

The following graphs show that current collection trends are closely following the 2016-17 collection trend and the budgeted collection trend:

Financial Report
9 months ended 31 March 2018



**Financial Report
9 months ended 31 March 2018**

APPENDIX A

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



Financial Report
9 months ended 31 March 2018

DAREBIN CITY COUNCIL
Comprehensive Income Statement
For the 9 months ended 31 March, 2018

	YTD Budget	YTD Actual	YTD Variance	Annual Budget	Mid-year Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000
Income					
Rates and charges	121,319	122,238	919	122,140	122,652
Statutory fees and fines	6,565	7,367	802	8,348	8,994
User fees	8,913	8,220	(693)	11,852	11,185
Grants - operating	11,412	10,389	(1,023)	14,850	13,415
Grants - capital	1,611	764	(847)	3,163	3,131
Contributions - monetary	3,749	4,271	522	5,000	6,013
Net gain (loss) on disposal of property, infrastructure, plant and equipment	100	(612)	(712)	(13)	1,173
Other income	3,169	4,018	849	4,841	5,603
Total income	156,838	156,655	(183)	170,181	172,166
Expenses					
Employee costs	61,198	59,407	1,791	81,860	80,759
Materials and services	32,192	28,083	4,109	43,197	44,526
Bad and doubtful debts	657	816	(159)	876	1,213
Depreciation and amortisation	17,088	16,385	703	22,784	23,298
Other expenses	6,808	6,787	21	8,664	9,317
Total expenses	117,943	111,478	6,465	157,381	159,113
Surplus for the year	38,895	45,177	6,282	12,800	13,053
Less					
Grants - capital (non-recurrent)	(1,445)	(167)	1,278	(2,696)	(1,763)
Contributions - monetary	(3,749)	(4,271)	(522)	(5,000)	(6,013)
Adjusted underlying surplus/ (deficit)	33,701	40,739	7,038	5,104	5,277

Financial Report

9 months ended 31 March 2018

DAREBIN CITY COUNCIL

Balance Sheet

As at 31 March 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget	Mid-year Forecast \$'000	Audited 2017 \$'000
Current assets						
Cash and cash equivalents	28,151	48,523	20,372	33,297	39,396	47,035
Trade and other receivables	42,565	41,328	(1,237)	15,311	13,562	13,140
Other financial assets	19,164	39,067	19,903	17,274	25,956	27,846
Inventories	65	67	2	65	67	67
Other assets	1,762	3,392	1,630	1,640	3,338	3,596
Total current assets	91,707	132,377	40,670	67,587	82,319	91,684
Non-current assets						
Trade and other receivables	114	176	62	114	176	185
Property, infrastructure, plant & equipment	1,254,395	1,300,643	46,248	1,263,356	1,322,498	1,299,929
Investment property	2,867	3,142	275	2,867	3,142	3,142
Intangible assets	171	468	297	80	363	781
Other financial assets	236	236	0	236	236	236
Total non-current assets	1,257,783	1,304,665	46,882	1,266,653	1,326,415	1,304,273
Total assets	1,349,490	1,437,042	87,552	1,334,240	1,408,734	1,395,957
Current liabilities						
Trade and other payables	1,528	7,373	(5,845)	11,748	11,569	11,662
Trust funds and deposits	4,946	5,552	(606)	5,151	5,034	5,034
Provisions	19,747	18,297	1,450	20,147	18,435	18,618
Total current liabilities	26,221	31,222	(5,001)	37,046	35,038	35,314
Non-current liabilities						
Provisions	1,705	1,774	(69)	1,725	1,774	1,774
Total non-current liabilities	1,705	1,774	(69)	1,725	1,774	1,774
Total liabilities	27,926	32,996	(5,070)	38,771	36,812	37,088
Net assets	1,321,564	1,404,046	82,482	1,295,469	1,371,922	1,358,869
Equity						
Accumulated surplus	566,879	579,287	12,408	536,484	542,220	534,108
Asset revaluation reserve	742,157	811,698	69,541	742,157	811,699	811,699
Other reserves	12,528	13,061	533	16,828	18,003	13,062
Total equity	1,321,564	1,404,046	82,482	1,295,469	1,371,922	1,358,869

Financial Report

9 months ended 31 March 2018

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 9 months ended 31 March, 2018

	YTD Budget \$'000 Budget	YTD Actual \$'000 Actual	YTD Variance \$'000 Variance	Annual Budget Budget	Mid-year Forecast \$'000 Forecast
Cash flows from operating activities					
Rates	90,127 [*]	93,602	3,475	120,472	122,467
Statutory fees and fines	5,985	6,685	700	7,562	8,208
User fees & charges (inclusive of GST)	10,758	8,875	(1,883)	14,368	11,380 [*]
Government receipts	12,938	11,385	(1,553)	17,898	16,928
Contributions - Monetary	3,749	4,271	522	5,000	6,013
Other income	901	2,343	1,442	1,647	3,719
Employee costs	(63,118)	(60,677)	2,441	(81,860)	(81,035)
Materials and services (inclusive of GST)	(46,279)	(39,513)	6,766	(61,248)	(64,285)
Net FSPL refund / payment	0	(64)	(64)	0	0
	15,061	26,907	11,846	23,839	23,395
Interest	1,183	1,433	250	1,695	2,146
Trust funds and deposits	0	516	516	0	0
Net GST refund / payment	6,602	5,185	(1,417)	9,188	9,187
Net cash provided by operating activities	22,846	34,041	11,195	34,722	34,728
Cash flows from investing activities					
Proceeds from sale of property, plant & equipment	661	573	(88)	734	2,668
Payment for property, infrastr, plant & equipment	(36,542)	(21,914)	14,628	(47,327)	(46,933)
Repayment of loans and advances	0	9	9	0	9
Proceeds from sale of other financial assets	0	0	0	2,092	0
Net cash used in investing activities	(35,881)	(21,332)	14,549	(44,501)	(44,256)
Cash flows from financing activities					
Net cash used in financing activities	0	0	0	0	0
Net increase / (decrease) in cash & cash equivalents	(13,035)	12,709	25,744	(9,779)	(9,529)
Cash & cash equivalents at the beginning of the year	60,350	74,881	14,531	60,350	74,881
Cash & cash equivalents at the end of the period	47,315	87,590	40,275	50,571	65,352

Note: Cash and cash equivalents at the beginning of the year includes term deposits with a maturity date exceeding 90 days which are classified as other financial assets in the Balance Sheet (\$27.85M).

Financial Report
9 months ended 31 March 2018

DAREBIN CITY COUNCIL

Statement of Cash Flow

For the 9 months ended 31 March, 2018

Reconciliation of cash flows from operating activities to surplus

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget \$'000	Mid-Year Forecast \$'000
Surplus for the year	38,895	45,177	6,282	12,800	13,053
Items not involving cash or non operating in nature					
Depreciation and amortisation	17,088	16,385	(703)	22,784	23,298
Interest expense	0	0	0	0	0
Bad & doubtful debts	657	816	159	876	1,213
Net (gain) / loss on sale of assets	(100)	612	712	13	(1,173)
	<u>56,540</u>	<u>62,990</u>	<u>6,450</u>	<u>36,473</u>	<u>36,391</u>
Change in operating assets and liabilities					
Decrease / (Increase) in rate debtors	(28,727)	(28,636)	91	(192)	(185)
Decrease / (Increase) in other operating assets	1,412	(357)	(1,768)	252	(1,202)
(Decrease) / Increase in Trade creditors	(9,480)	1,438	10,918	738	0
(Decrease) / Increase in other operating liabilities	3,100	(1,257)	(4,357)	(2,969)	(94)
(Decrease) / Increase in provisions	0	(138)	(138)	420	(182)
	<u>(33,695)</u>	<u>(28,949)</u>	<u>4,746</u>	<u>(1,751)</u>	<u>(1,662)</u>
Net cash provided by operating activities	<u>22,845</u>	<u>34,041</u>	<u>11,196</u>	<u>34,722</u>	<u>34,728</u>



Financial Report
9 months ended 31 March 2018

DAREBIN CITY COUNCIL

Statement of Capital Works

For the 9 months ended 31 March, 2018

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	Annual Budget	Budget & CFWDs \$'000	Mid-year Forecast \$'000
Capital works						
Property						
Land	0	0	0	0	0	1,715
Land Improvements	2,658	2,036	622	2,908	2,908	3,154
Buildings	6,086	2,980	3,106	7,358	8,709	7,471
Building improvements	901	261	640	1,154	1,397	711
Total property	9,645	5,277	4,368	11,420	13,014	13,051
Plant & equipment						
Plant, machinery & equipment	4,275	2,772	1,503	5,488	5,513	4,234
Fixtures, fittings & furniture	147	45	102	147	200	191
Computers & telecommunications	1,658	981	677	3,034	3,575	3,426
Library books	675	615	60	789	789	789
Total plant & equipment	6,755	4,413	2,342	9,458	10,077	8,640
Infrastructure						
Roads	3,546	883	2,663	6,999	7,537	7,420
Bridges	739	77	662	3,417	3,417	991
Footpaths & cycleways	3,119	2,564	555	3,690	3,745	4,090
Drainage	817	558	259	1,621	2,541	2,537
Recreation, leisure & community facilities	325	214	111	386	414	424
Parks, open space & streetscapes	7,591	3,720	3,871	9,087	9,860	7,574
Off street car parks	45	4	41	46	46	66
Other infrastructure	1,166	217	949	1,203	1,469	1,407
Total infrastructure	17,348	8,237	9,111	26,449	29,029	24,509
Total capital works	33,748	17,927	15,821	47,327	52,120	46,200
Represented by:						
Asset renewal	19,799	10,518	9,281	27,766	30,578	25,390
New assets	7,120	3,782	3,338	9,985	10,996	11,462
Asset expansion	902	479	423	1,265	1,393	1,235
Asset upgrade	5,926	3,148	2,778	8,311	9,153	8,113
Total capital works	33,748	17,927	15,821	47,327	52,120	46,200

8.4 MAYOR - MONTREAL VISIT**Author:** Executive Coordinator and Councillor Liaison**Reviewed By:** General Manager Governance and Engagement

PURPOSE

This report seeks endorsement from Council for Cr Le Cerf, in her official capacity as Mayor to travel to Montreal, Canada and take part in the ICLEI World Congress 2018. The congress showcase's how local and regional governments across their network are advancing sustainable urban development worldwide.

EXECUTIVE SUMMARY

Clause 2.9.4 of the Councillor Support and Expenses Policy 2017 (**Policy**) requires attendance at any conferences in an official capacity outside of Australia to be endorsed by Council resolution.

Due to the Policy requirements, the timing of the conference and the requirement for the Mayor to either accept or decline the invitation, Council needs to consider this request and make a decision.

It should be noted that the City of Darebin is a member of ICLEI Oceania and the Mayor is the chair of the Regional Executive Committee and a member of the Global Executive Committee. The Mayor has been invited to attend and contribute to the ICLEI World Congress 2018.

Recommendation

That Council:

- (1) Endorses the Mayor, Cr Le Cerf request to attend and participate in the ICLEI World Congress 2018 from 18 June to 23 June 2018.
- (2) Notes that the costs of accommodation and the congress registration will be covered by ICLEI Oceania.
- (3) Notes that the airfares, and additional night of accommodation and incidentals will be covered personally by Cr Le Cerf.

BACKGROUND / KEY INFORMATION

At the ICLEI World Congress, hundreds of local, regional and national governments, international agencies, representatives of the private sector, academics and researchers, community groups and other partners from around the world will come together to steer the global sustainable development agenda by strengthening action taken in urban areas worldwide.

At the four-day ICLEI World Congress 2018, more than 50 sessions and workshops will be offered, allowing participants to learn more about how urban sustainability is an integral component of the global sustainable development agenda. They will look at how to strengthen collective action on sustainability, in a way that has local, national and global impacts.

The event will also offer a range of networking opportunities. Participants will share their experiences, stories and good practices on urban sustainability. Together, participants will shape solutions and forge new partnerships that advance sustainable urban development.

The event offers a multitude of diverse opportunities for attendees to grow their networks and exchange ideas, whether through city-to-city meetings, bilateral dialogues and webinars or via videos and posters exhibited throughout the venue.

From the founding World Congress in New York City, USA in 1990, the ICLEI World Congress has always taken a deep and critical look the most relevant and pressing issues in urban sustainability. The ICLEI World Congress is the core event organised by ICLEI. Each event is a chance for the network and their partners to come together and outline the future of sustainability in urban areas worldwide.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation

Chief Executive Officer.

Communications

Not applicable.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 1 - A sustainable city

Environmental Sustainability Considerations

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

Equity, Inclusion and Wellbeing Considerations

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

Cultural Considerations

There are no factors in this report which has an impact on culture.

Economic Development Considerations

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

Financial and Resource Implications

There are no financial implications if the Mayor, Cr Le Cerf attends the congress.

Legal and Risk Implications

There are no legal or risk associated with this report.

DISCUSSION

The City of Darebin is a member of ICLEI Oceania and the Mayor is currently the chair of the Regional Executive Committee as well as a member of the Global Executive Committee. ICLEI Oceania holds its World Congress every three years and this year it coincides with the election of the President and Vic Presidents and meetings of the ICLEI Council and Global Executive Committee.

OPTIONS FOR CONSIDERATION

Council doesn't provide endorsement for the Mayor to attend and speak at the congress.

IMPLEMENTATION STRATEGY

Details

Not applicable.

Communication

Not applicable.

Timeline

Not applicable.

RELATED DOCUMENTS

- Councillor Support and Expenses Policy 2017.

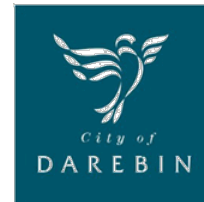
Attachments

- Councillor Support and Expenses Policy (**Appendix A**)

DISCLOSURE OF INTEREST

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

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



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COUNCILLOR SUPPORT AND EXPENSES POLICY 2017

(Adopted by Council on
13 February 2017)

darebin.vic.gov.au



This policy, which incorporates the statutory requirements prescribed for a Councillor Reimbursement policy in accordance with section 75B of the *Local Government Act 1989*, was adopted by resolution of Darebin City Council on 13 February 2017.

Version	Date Adopted by Council	Amendment
1.0	13 February 2017	Initial version

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1. INTRODUCTION

1.1 Policy Objectives

Councillors are elected to provide leadership for the good governance of the municipal district and the local community.

The objective of this policy is to establish the resources, facilities and administrative support to be provided to Councillors of the Darebin City Council and provides for Councillors to have out-of-pocket expenses, incurred while performing their official duties as a Councillor, either reimbursed or paid direct by the Council.

The policy also provides guidelines for Councillors on the process for claiming expenses and outlines the methods and standards for reporting and accountability.

1.2 Legislative Framework

1.2.1 Allowances

The Victorian Government views Councillor allowances 'not as a form of salary, but as some recognition of the contributions made by those elected to voluntary, part time roles in the community'.

The Government acknowledges the value and significance of local government Councillors – both through their skills and ability to represent and engage with their constituents and their leadership in developing solutions to the pressing social and cultural, environmental and economic challenges facing communities everywhere.

Sections 73A to 74C of the *Local Government Act* 1989 (the Act) provide the framework for payment of annual allowances to Mayors and Councillors.

The allowance framework provides a three-level structure for allowances based on Council population and total revenue. The allowances are reviewed and adjusted annually by the Minister for Local Government.

In addition to the allowance, an amount equivalent to the superannuation guarantee contribution is payable.

Details of current allowances fixed for the Mayor and Councillors of Darebin City Council are available for public inspection on Councils website and at the Council offices.

Allowances are taxable income and are paid fortnightly in advance. Personal taxation implications are the responsibility of individual Councillors.

1.2.2 Resources and Facilities

Section 75C of the Act provides that a Council must make available for the Mayor and the Councillors the minimum resources and facilities prescribed.

1.2.3 Expenses

Sections 75 to 75B of the Act provide for the reimbursement of expenses of Councillors and members of Council committees.

Section 75 provides that a Council must reimburse a Councillor for expenses if the Councillor applies in writing and establishes in the application that the expenses were reasonable bona fide Councillor out-of-pocket expenses incurred while performing duties as a Councillor.

'Duties as a Councillor' means duties performed by a Councillor that are necessary or appropriate for the purposes of achieving the objectives of a Council having regard to any relevant Act, regulations, Ministerial guidelines or Council policies.

Section 75A provides that a Council may reimburse members of Council Committees for necessary out-of-pocket expenses incurred while performing duties as a Committee member.

1.3 Duties as a Councillor

1.3.1 Duties of a Councillor will therefore include, but not limited to, attendance at:

- Meetings of the Council or its Committees;
- Briefing sessions, workshops and civic or ceremonial functions convened or scheduled by the Council or the Mayor;
- Meetings of community groups, organisations and statutory authorities to which a Councillor has been appointed as Council representative;
- A meeting, function or other official role as a representative of the Council or the Mayor; and
- Other meetings, inspections or events attended by a Councillor in an official capacity,

together with the associated research, discussions and communication.

1.3.2 The basic test to be applied to determine whether or not an expense is bona fide is whether the expense is necessary because it is either supplemental to, incidental to, or consequent on, the exercise of the duties as a Councillor.

1.4 Members of Council Committees

Sections 3 and 4 of this policy apply to members of Standing Committees of the Council.

2. RESOURCES, FACILITIES AND SUPPORT

In accordance with the Victorian Government policy statement on support for Councillors, a range of resources, facilities and support will be provided to Councillors to assist in performing their duties as a Councillor.

2.1 Home Office and Mobile Communications

- 2.1.1 The following equipment will be provided to Councillors:
- iPhone 7 with voice and data service.
 - A laptop/tablet unit with built-in data service and associated peripherals software ("Apps").
 - Both the iPhone and the laptop/tablet have Mobile Device Management (MDM) to secure and manage the devices. This service incurs a \$5 per month fee to Council.
 - A multifunction printing, scanning, copying and fax device.
- 2.1.2 Council will meet the fixed charges of the smart phone and internet services. Council will also meet the call or data costs for these services incurred for duties as a Councillor.
- 2.1.3 Details of smart phone and internet expenses will be provided to Councillors via email for review monthly. Councillors are expected to highlight personal usage on the bill and reimburse the cost of non-Council usage on a monthly basis. See Section 3.4 for further information about reimbursement of personal usage charges.
- 2.1.4 Payment of personal usage is required to be made at Councils Customer Service Centre.
- 2.1.5 The exact equipment provided to Councillors may depart from that outlined in this policy due to changing technology or individual Councillor needs. Where the equipment provided to Councillors differs from this list, these changes will be approved by the Chief Executive Officer after consultation with the Mayor and relevant Councillors.
- 2.1.6 All equipment remains the property of Darebin City Council and must be returned at the end of a Councillor's term of office or, if requested by the Council under Section 66B(d) of the Act, during leave of absence of a Councillor.
- 2.1.7 If, at the conclusion of the term of office, the equipment is not required for Council use, a Councillor may purchase all or any part of the equipment at the value determined by the Director Corporate Services taking into account the age and condition of the equipment, depreciation and market value.

2.2 Building Access and Parking

Each Councillor will receive a key and security access card allowing 24 hour access to the Civic Area at Darebin Civic Centre at 350 High Street, Preston and the car park at the rear of the Centre.

2.3 Meeting Rooms and Councillor Office

- 2.3.1 The Civic Area on the first floor of Darebin Civic Centre includes an office/lounge area and meeting rooms available for use by Councillors.

- 2.3.2 The Councillors' office/lounge is reserved for exclusive use by Councillors. The room is equipped for computer access and is suitable for office work, reading and research, and small meetings.
- 2.3.3 Other meeting rooms in the Civic Area can be booked for meetings through the Chief Executive's staff. Meeting equipment, tea/coffee, biscuits and chilled water can be made available for meetings upon request.
- 2.3.4 Other meeting rooms owned and controlled by Darebin City Council and which can be accessed without staff attendance, can be used (subject to availability) by Councillors for meetings associated with their role as a Councillor. This does not extend to use by community groups or organisations.

2.4 Stationery and Secretarial Support

- 2.4.1 Secretarial support will be made available by the Chief Executive for Councillors to assist them with diary management and in responding to correspondence, enquiries and requests for service as part of their official duties as a Councillor.
- 2.4.2 Councillors will be supplied as required with standard Council stationery including letterhead, envelopes, business cards and computer consumables required for their duties as a Councillor. An allocation of corporate 'Seasons Greetings' cards will be provided each year.
- 2.4.3 Council's letterhead stationery is only to be used for official Council business. This stationery can be used for official replies prepared for a Councillor by the Chief Executive's staff.
- Any other proposals for use of Council's letterhead should be discussed with the Chief Executive Officer.
- 2.4.4 Items on Council supplied stationery which relate to Council business (excluding electoral or bulk ward related material) and Corporate Christmas cards can be posted through Council's mail service.
- 2.4.5 Council business papers, personal mail and other Council information will predominantly be placed in Councillors' pigeon holes for collection or may be couriered to Councillors' places of residence upon request. In line with Council's commitment to a reduction in the use of paper, increased use of electronic mail for information distribution and communication with Councillors will continue with Council papers being made available via Dropbox.
- 2.4.6 Councillors will be provided with a business diary and satchel/briefcase upon request.

2.5 Name Badge and Apparel

- 2.5.1 Each Councillor will be provided with a Darebin City Council name badge for use while on Council business.
- 2.5.2 Councillors will be provided with approved corporate apparel upon request.

2.6 Facilities for the Mayor

- 2.6.1. A Council maintained executive vehicle (selected from the range of vehicles available under the Council Motor Vehicle Policy) will be provided to the Mayor for Council use and reasonable private use during his or her term of office, should he or she choose that option.
- 2.6.2. The vehicle will be fitted with a hands free mobile telephone car kit and fleet card for fuel purchases.
- 2.6.3. A Council owned bicycle can be provided in lieu of a maintained executive vehicle.
- 2.6.4. Secretarial support will be made available by the Chief Executive's staff to assist the Mayor (and where appropriate the Mayor's partner) in performing their official duties.
- 2.6.5. Office accommodation and associated equipment will be provided to assist the Mayor at the Darebin Civic Centre at 350 High Street, Preston.

2.7 Insurance

- 2.7.1. While undertaking the duties of a Councillor, the following insurance covers will apply to all Councillors:
 - Public Liability
 - Professional Indemnity
 - Councillors and Officers Liability
 - Personal Accident (accompanying partners are also covered).
- 2.7.2. Council will pay the insurance policy excess in respect of any claim made against a Councillor arising from Council business where any claim is accepted by Council's insurers, whether defended or not.
- 2.7.3. Council equipment provided to Councillors to assist in performing their role, is covered for damage or theft under Council's insurance policies. Councillors are expected to exercise due care in protecting the equipment from damage or theft.

2.8 Civic and Community Events

Councillors (and their partners) will be invited to attend many civic and community functions and events over their term of office as Councillors.

2.8.1. Civic and Mayoral Functions

Civic receptions are formal and usually large events where Council welcomes or pays tribute to an organisation or a person of national, state, regional or local significance or acclaim.

Mayoral functions are less formal but more regular events hosted by the Mayor including receiving visitors to the city, citizenship ceremonies, national celebration or remembrance days, launch of Council strategies or programs, opening of council facilities.

On other occasions the Mayor, on behalf of the Council, may provide hospitality to groups or individuals who are regarded as key stakeholders in the City and with whom the Council seeks to develop and maintain effective working relationships.

Arrangements, invitations and formalities for Civic and Mayoral functions are at the discretion of the Mayor with advice from the Chief Executive. There are opportunities for Councillors to invite guests to some Civic events during the year.

A Council resolution would be required to initiate a significant function which has not been provided for in the Civic Functions Budget.

The common element which underpins hospitality extended by the Mayor on behalf of the City is that such hospitality is judged to be of assistance to the City of Darebin in furthering the interests and objectives of the Council.

2.8.2. Mayoral Event

In addition to the regular and annual civic functions, the Mayor of the Day has discretion to host one Mayoral Event during the term of office.

The Mayor should ensure that the function/event is in proportion to the expected community benefit.

Prior to any Mayoral event, the Mayor is to present the theme of the event to Councillors for discussion prior to organising the event. Any fundraising activities proposed for such events are to be approved by Council Resolution in line with the provisions of the Mayoral Event Policy.

2.8.3. Community Functions

From time to time Council representatives are invited to attend community functions and events. It is usual for the Mayor of the Day to represent the Council at these functions and any payment required to attend the function is paid by the Council. If another Councillor attends the function, either representing the Mayor or in an official capacity as Council representative to that particular group, any attendance charge will be paid or reimbursed by the Council.

The cost of Council representatives attending civic functions and events hosted by other Councils will be paid by the Council.

2.8.4. Meals and Refreshments

Where Council or Committee meetings are held at times which extend through normal meal times, Council will provide suitable meals served on the premises.

Light refreshments including water, tea, coffee and soft drinks will be made available in the Councillors' Lounge.

2.9 Conferences and Training

2.9.1. Conferences and training programs

Councillors are encouraged to attend conferences, seminars, workshops and training programs to enhance their professional and personal skills and knowledge to better perform their role as a Councillor.

Proposals for attendance at conferences and training programs are to be discussed with and approved by the Chief Executive Officer and will be assessed on an equitable basis. Information to be considered includes:

- Details of the conference/training program, location, date and duration;
- Relevance of the conference/training to Council business and/or a Councillor's personal development requirements;
- Estimated cost of conference/training including fees, travel and accommodation for the Councillor;
- Benefits expected to flow from attendance; and
- Equitable distribution of the Budget allowance.

Councillors who also wish to undertake a formal program of study leading to a recognised qualification relevant to the role of Councillor may attend the Australian Institute of Company Directors (AICD) Company Directors Course.

After attending a conference/training program, Councillors must provide a summary report to the Council. The summary should outline the benefits of the conference to themselves personally and to Council operations.

2.9.2. Payment for Conferences and Training

The Chief Executive Officer shall not approve applications where the cost of conferences, training or personal development (including all fees, travel, accommodation, meals, study materials and any other associated expenses) exceeds around \$7,000 per Councillor in one financial year.

Reasonable bona fide out-of-pocket expenses associated with attending a conferences or training will be reimbursed on the production of related receipts.

2.9.3. Memberships

The Chief Executive will approve the costs of joining and ongoing membership of relevant professional associations (such as the Australian Institute of Company Directors) where he/she is satisfied that the membership will enhance the Councillor's ability to perform their role as a Councillor.

2.9.4. Interstate or International Travel

Proposals for conferences, study tours, delegations or visits in an official capacity outside of Australia require endorsement by Council resolution.

Where a conference or seminar involves interstate or overseas travel, Councillors must complete a Travel Register form and submit it with the Chief Executive within 14 days upon return, and where relevant, a Travel Diary. Details of interstate or overseas travel are included in a travel register available for public inspection.

3. EXPENSES TO BE REIMBURSED

3.1 Family Care

- 3.1.1. Family care expenses will be reimbursed for the care of a dependant whilst the Councillor is engaged in official duties, such as attending a council related meeting or event, plus reasonable travelling time.
- 3.1.2. Family care includes childcare, specific home care and any other support provided in the case of a dependant.
- 3.1.3. Family care expenses include hourly fees paid by the Councillor and/or agency booking fees if applicable.
- 3.1.4. No payments will be made to a person who:
- Has a financial or pecuniary relationship with the Councillor; or
 - Resides either permanently or temporarily with the Councillor; or
 - Has a relationship with the Councillor or his or her partner such that it would be inappropriate for Council to reimburse monies paid to the Care provider; or
 - Has a relationship as a family member as defined in s78 of the Act.

3.2 Councillors with Disabilities

The Council may resolve to meet reasonable additional expenses to assist a Councillor with a disability to perform his/her duties as a Councillor.

3.3 Travel

3.3.1. Green Travel Plan

Council's Green Travel Plan encourages a range of travel options conducive to the environment. Public transport can be a convenient and efficient form of travel for many Council business events in Darebin and in the central business district of Melbourne.

Public travel expenses incurred by Councillors in the course of official duties as a Councillor will be reimbursed.

3.3.2. Private Vehicle Use

Councillors using their private vehicles to carry out official duties as a Councillor will be reimbursed at the motor car allowance rate determined by the Australian Tax Office for tax deduction purposes.

3.3.3. Taxi Fares

Where it is not possible or convenient to use public transport or a private motor vehicle, a taxi can be used by Councillors for travel required for their official duties as a Councillor. Councillors will be supplied, upon request, with a cab charge card or e-tickets. Travel of a private nature will not be reimbursed or paid by Council.

If a Councillor incurs costs for the use of a cab charge card or e-ticket in any month they will be sent a copy of those charges along with a *Councillors Declaration of Cab Charge Use* form. The *Councillors Declaration of Cab Charge Use* form must be completed and returned to the Civic Governance and Compliance Department within 14 days of the account being sent.

Further, where a Councillor completes a *Councillors Declaration of Cab Charge Use* and indicates that a charge/s was for personal use, the Councillor must reimburse Council for that/those charge/s within 14 days of submitting the *Councillors Declaration of Cab Charge Use*.

Failure to complete the *Councillors Declaration of Cab Charge Use* or to reimburse Council for personal use charges within the required timeframes will result in a Councillors access to the cab charge card or e-tickets being revoked.

The Councillor will then be required to personally pay for the use of cabs and submit a claim for reimbursement of the charges upon the supply of evidence that the charge/s was/were incurred as a result of undertaking Council related business.

3.3.4. Council vehicle pool

If it is assessed as the most practical means to attend a location to conduct Council related business, a vehicle from the Council motor vehicle pool may be provided for use by a Councillor or a group of Councillors.

3.4 **Communications Equipment and Services**

Where, by arrangement, a Councillor directly arranges for communications services, the Council will reimburse Councillors for the charges incurred for duties as a Councillor. Installation costs and usage of a private nature will not be reimbursed.

3.4.1. Private landline telephone service

Where a Councillor elects to use their private landline for Council business, only the call costs will be reimbursed.

Where individual calls are included in a 'bundled' or 'capped' service, the amount of reimbursement is the difference between the total bill and the amount it would have been had the Council business calls not been included.

3.4.2. Mobile Phone Service

(a) The Councillors Mobile Phone Policy and Procedures restricted to the options made available to Councillors for:

-
- the use of personal mobile phones for Council related activities;
 - the use of Council supplied mobile phones for personal use;
 - reimbursement to Council by Councillors for personal calls made using Council supplied mobile phones;
 - reimbursement to Councillors for Council related calls made on personal mobile phones.
- (b) Councillors will be provided with three options in relation to the use of mobile phones for Council related activities. The Councillor will be asked to select their preferred option using the Councillors Selection of Mobile Phone Option form (attached as **Appendix A**). The available options are:
- **Option 1:** Council supplies a mobile phone to the Councillor at a specified call rate within the Darebin City Council's contractual arrangements with Telstra through the MAV. The Councillor will be required to reimburse the Council for any personal use calls;
 - **Option 2:** Council supplies a mobile phone to the Councillor at a specified call rate for Council related calls only within the Darebin City Council's contractual arrangements with Telstra through the MAV. The Councillor will supply and use their own phone for personal calls;
 - **Option 3:** The Councillor will supply their own phone with their preferred call plans with a Telecommunication partner of their choice. This phone is to be used for both Council related calls and personal calls. The Councillor will apply to have Council related calls reimbursed.
- (c) Any mobile phone supplied by Council to a Councillor will have the International Roaming feature disabled.
- (d) Councillors will complete the Councillors Selection of Mobile Phone Option form (attached as Appendix A), specifying which option they wish to select and the starting date for the selected option.
- (e) For Councillors who have chosen Option 1, the following process will apply:
- Each month, the Civic Governance and Compliance Department will supply the Councillor with an itemized mobile telephone bill and a *Councillor's Declaration of Personal Calls* (attached as **Appendix B**) for the Councillor to declare the value of the personal calls made, even if \$0;
 - The Councillor will be required to complete and return the form to the Civic Governance and Compliance Department within 14 days of receipt of the copy of their mobile telephone bill;
 - The Civic Governance and Compliance Department will be responsible for verifying the *Councillor's Declaration of Personal Calls* (attached as **Appendix B**);
 - Where a Councillor submits a *Councillor's Declaration of Personal Calls* with an amount identified as being for personal calls, the Councillor must make payment to Council within 14 days of submitting the *Councillor's Declaration of Personal Calls* form.

-
- Failure to complete the *Councillor's Declaration of Personal Calls* or to reimburse Council for personal phone calls made using a Council supplied phone within the required timeframes will result in a Councillors access to the mobile phone being revoked. The Councillor would then be required to personally pay for the use of a mobile phone and submit a claim for reimbursement for the call charges upon supply of evidence that those charges were incurred as a result of undertaking Council related business.
- (f) For Councillors who have chosen **Option 2**, the following process will apply:
- In the event that the Council supplied mobile phone has been used for personal calls, the Councillor will be responsible for contacting the Civic Governance and Compliance Department and completing a *Councillor's Declaration of Personal Calls* (attached as **Appendix B**), even if \$0, within 14 days of receipt of their mobile telephone bill;
 - The Civic Governance and Compliance Department will be responsible for verifying the *Councillor's Declaration of Personal Calls* (attached as **Appendix B**);
 - Where a Councillor submits a *Councillor's Declaration of Personal Calls* with an amount identified as being for personal calls, the Councillor must make payment to Council within 14 days of submitting the *Councillor's Declaration of Personal Calls* form.
 - Failure to complete the *Councillor's Declaration of Personal Calls* or to reimburse Council for personal phone calls made using a Council supplied phone within the required timeframes will result in a Councillors access to the mobile phone being revoked. The Councillor will then be required to personally pay for the use of a mobile phone and submit a claim for reimbursement for the call charges upon completion of a *Councillor's Reimbursement Claim for Council Related Mobile Calls* form.
- (g) For Councillors who have chosen **Option 3**, the following process will apply:
- The Councillor will provide to Civic Governance and Compliance Department with an itemized mobile telephone bill (each calendar month when appropriate) for council business related calls for which reimbursement is being sought along with a *Councillor's Reimbursement Claim for Council Related Mobile Calls* (attached as **Appendix C**).
 - The Councillor will be required to complete the form within 14 days of receipt of their mobile telephone bill;
 - The Civic Governance and Compliance Department will be responsible for verifying the *Councillor's Reimbursement Claim for Council Related Mobile Calls* (attached as **Appendix C**) and arranging the reimbursement to the Councillor;
 - After the reimbursement request has been verified, the Finance Department will be responsible for ensuring the reimbursement of any owed amounts, as per standard procedures.

3.4.3. Private internet connection

Where a Councillor elects to use their private internet connection for Council business, the proportion deemed for Council business purposes shall be 50%.

Where the internet connection is part of a 'bundled' package of services and does not include a discrete amount for internet services, the figure used to calculate the cost of the internet service will be the closest equivalent standalone service offered by the same provider.

The amount reimbursed will not exceed the cost to Council of providing the internet connection described at 2.1.1.

3.5 General

The following general provisions and guidelines apply to determine the amount of out-of-pocket expenses that will be reimbursed to, or paid on behalf of, Councillors:

- 3.5.1. Reimbursements will normally be made in respect of expenses already incurred. Cash advances may be made in special circumstances approved by the Chief Executive.
- 3.5.2. Travel must be undertaken as efficiently and by the shortest route possible.
- 3.5.3. Where travel is by air or by other means of public transport, economy class will be the standard.
- 3.5.4. Travel claims will only be made on the basis of the actual form of transport used and in the form of a reasonable allowance towards, or reimbursement of, necessary out of pocket expenses.
- 3.5.5. Expenses incurred which are not directly related to the official Council duties of a Councillor, cannot be included in the calculation of a claim for reimbursement.
- 3.5.6. The cost of any penalties incurred for road, traffic or parking infringements will not be reimbursed.
- 3.5.7. If a particular expense is not claimed, this cannot be offset against a claim for an additional amount of another expense.
- 3.5.8. Council will reimburse the cost of a Councillor's partner accompanying the Councillor to engagements where the presence of the partner is necessary to support the business or representation needs of the Council. The engagement will normally be of a nature where other attendees will be accompanied by partners.

4. ACCOUNTABILITY AND AUDIT

4.1 Claiming of Expenses

The following provisions apply when making a claim for reimbursement of expenses:

-
- 4.1.1. All claims for expense reimbursements must be made on the *Councillor and Committee Member Expense Claim Form*.
 - 4.1.2. Original receipts must be attached for all purchases (credit card receipts will not be accepted).
 - 4.1.3. Where the provider of the goods or service is registered for GST, a 'Tax Invoice' must be obtained for all purchases in excess of \$55 (including GST); if a 'Tax Invoice' is not submitted, the GST component cannot be reimbursed.
 - 4.1.4. Claims are to be lodged with the Officer of the Chief Executive or the Director Civic Governance and Compliance in a timely manner to ensure transparency and accountability.
 - 4.1.5. Claims for reimbursement will be authorised by the Chief Executive or his/her delegate.
 - 4.1.6. Reimbursements will be paid by electronic funds transfer (EFT) within 21 days of receipt of a properly completed and supported claim form.

4.2 Audit and Reporting

Reports on Councillor expenses and reimbursements by category will be prepared, circulated to all Councillors and submitted to Council's Audit Committee on a six-monthly basis.

Audits of Councillor expenses and reimbursements may be carried out from time to time as part of Council's annual audit program.

4.3 Public Disclosure

A register of quarterly schedules of allowances, expenses and reimbursements will be available for public inspection via Council's website.

Schedules will be included in the register within 120 days of the conclusion of each quarter.

5. REVIEW

This policy will be reviewed within 12 months of each general election unless the Council determines that an earlier review is required.

APPENDIX A

Councillor's Selection of Mobile Phone Option			
Purpose and Usage of this Form			
<p>This form is to be used by Councillors to nominate the mobile phone option they wish to use.</p> <p>The three available options are:</p> <ul style="list-style-type: none"> ◆ Option 1: Council supplies a mobile phone to the Councillor at a specified call rate. The Councillor will be required to reimburse the Council for any personal use calls; ◆ Option 2: Council supplies a mobile phone to the Councillor at a specified call rate for Council use only. The Councillor will supply and use their own phone for personal calls; ◆ Option 3: The Councillor will supply their own phone to be used for both Council related calls and personal calls. The Councillor will apply to have Council related calls reimbursed. <p>By signing this form Councillors also acknowledge that if Option 1 or 2 is selected the declaration form at Appendix B will be completed and returned to Civic Governance and Compliance within 14 days of receiving their monthly mobile phone bill.</p>			
Details of Councillor and Mobile Phone(s)			
Name of Councillor:			
Council Supplied Mobile Phone Number:			
Councillor's Personal Mobile Phone No (if required):			
Details of Option Selected (✓ Relevant Box)			
Option 1:	<input type="checkbox"/>	Option 2:	<input type="checkbox"/>
		Option 3:	<input type="checkbox"/>
Start Date:	<input type="text"/>	Selected option will remain in use until further notice (new form required)	
Signature of Councillor:	<input type="text"/>		
Date Signed:	<input type="text"/>		
Authorised By (Title)	Name (Print)	Signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Authoriser's Comments			
<input type="text"/>			

APPENDIX B

Councillor's Declaration of Personal Calls			
Purpose and Usage of this Form			
This form is to be submitted to Civic Governance and Compliance within 14 days of receiving their mobile bills by Councillors to declare the value of personal calls (even if \$0) made on their Council supplied mobile phone (Option 1 or option 2 as shown below):			
♦ Option 1: Council supplies a mobile phone to the Councillor at a specified call rate. The Councillor will be required to reimburse the Council for any personal use calls.			
♦ Option 2: Council supplies a mobile phone to the Councillor at a specified call rate for Council only. The Councillor will supply and use their own phone for personal calls.			
Details of Councillor and Mobile Phone(s)			
Name of Councillor:			
Council Supplied Mobile Phone Number:			
Councillor's Personal Mobile Phone No (if required):			
Councillor's Declaration			
Start Date:		End Date:	
Total Value of Personal Calls for Specified Period:			
Please attach a copy of mobile phone bill with personal calls highlighted			
Signature of Councillor:			
Date Signed:			
Authorised By (Title)	Name (Print)	Signature	Date
Authoriser's Comments			

APPENDIX C

Councillor's Reimbursement Claim for Council Related Mobile Calls			
Purpose and Usage of this Form			
This form is to be used by Councillors to claim reimbursement of expenses for Council related business mobile phone calls made from their personal mobile phone (Option 3 as shown below):			
♦ Option 3: The Councillor will supply their own phone to be used for both Council related calls and personal calls. The Councillor will apply to have Council related calls reimbursed.			
Details of Councillor and Mobile Phone(s)			
Name of Councillor:			
Councillor's Personal Mobile Phone No :			
Councillor's Claim			
Start Date:		End Date:	
Total Value of Council Calls for Specified Period:			
Please attach a copy of mobile phone bill with Council calls highlighted			
Signature of Councillor:			
Date Signed:			
Authorised By (Title)	Name (Print)	Signature	Date
Authoriser's Comments			



CONTACT US

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

 National Relay Service
TTY dial 133 677 or
Speak and Listen 1300 555
727 or iprelay.com.au, then
enter 03 8470 8888

 Speak Your Language
8470 8470

8.5 PROPOSED ROAD DISCONTINUANCE ADJOINING THE REAR OF 66 STATION STREET, FAIRFIELD**Author:** Senior Property Officer**Reviewed By:** General Manager Operations and Capital

PURPOSE

To inform Council of the outcome of preliminary investigations into the proposed discontinuance and sale of the right-of-way/road adjoining the rear of 66 Station Street, Fairfield, shown hatched on the statutory plan in **Appendix A** and shown highlighted yellow on the aerial view shown in **Appendix B** (Road).

EXECUTIVE SUMMARY

In 2017, an enquiry was received from the owner of 66 Station Street, Fairfield, following a Town Planning application, requesting the discontinuance of the Road to enable its inclusion into a proposed development at the site. Investigations revealed that although the owner of 66 Station Street is the registered proprietor the Road, it remains a 'road' on title. The Road is not in Council's Register of Public Roads and appears to have been enclosed by the adjoining property owner at 66 Station Street for many years.

Consultation with the owners of 66 Station Street, Fairfield confirmed the feasibility of the proposed discontinuance with the property owners confirming their interest by signing 'in principle agreements' to purchase the land from the Road at market value as well as meeting all reasonable costs associated with the discontinuance of the Road in accordance with current policy.

Due to the owners of 66 Station Street being the registered proprietor of the Road the (non-occupying) adjoining property owners at 27 Railway Place were not approached in the first instance. The statutory process will provide all adjoining property owners the opportunity to make comment on the proposal.

Recommendation

That Council:

- (1) Commences the statutory procedures under section 206 and clause 3 of Schedule 10 to the Local Government Act 1989 ("*the Act*") to discontinue the road at the rear of 66 Station Street, Fairfield, shown hatched on **Appendix A**.
- (2) Give Public Notice under sections 207A, 82A and 223 of the Act of the proposed discontinuance in the appropriate newspapers and on Council's website and such notice state that if discontinued, Council proposes to sell the land from the road to the adjoining property owner at 66 Station Street, Fairfield, by private treaty and transfer to itself any land from the road not sold to the adjoining property owners.

BACKGROUND / KEY INFORMATION

In 2017, an enquiry was received from the owner of 66 Station Street, Fairfield, following a Town Planning application, requesting the discontinuance of the 3.05 meter wide road, shown hatched on the statutory plan in **Appendix A** and shown highlighted yellow on the aerial view shown in **Appendix B**, located at the rear of the property to enable its inclusion in to a proposed development at the site.

Investigations revealed that although the owner of 66 Station Street is the registered proprietor of the Road, it remains a 'road' on title. The Road is not in Council's Register of Public Roads and appears to have been enclosed by the adjoining property owner at 66 Station Street for many years.

Council has the power to remove the road status from the land through a road discontinuance under the *Local Government Act 1989* (the Act), Once discontinued the land from the former Road will vest with Council.

Due to the owners of 66 Stations Street being the registered proprietor of the Road the (non-occupying) adjoining property owners at 27 Railway Place were not approached in the first instance. The statutory process will provide all adjoining property owners the opportunity to make comment on the proposal.

Once initial investigations confirmed the feasibility of the proposed discontinuance and sale of the Road, Macquarie Local Government Lawyers were commissioned to undertake further consultation with a view to commence the statutory procedures to facilitate the possible discontinuance and sale of the land from the Road in accordance with current policy.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation with adjoining property owners

All immediate adjoining owners were consulted by Macquarie Local Government Lawyers regarding the proposal and no objections were received. The dimensions and proposed allocation of the land is shown in the Title Plan provided in **Appendix C**.

The owners of 66 Station Street, Fairfield have confirmed an interest in acquiring the land, shown hatched in the statutory plan provided in **Appendix A**, at current market value as well as meeting all of the reasonable costs associated with Council discontinuing the Road and selling the land from the Road in accordance with current Policy. The dimensions and proposed allocation of the Road is shown in the Title Plan provided in **Appendix C**.

Consultation with Service Authorities and Council Departments

Internal departments and the Service Authorities were consulted regarding the proposal and no objections were received, with both Yarra Valley Water and our engineers advising that there are no assets located in the Road and there would be no requirement for any easements to be saved or created over the land from the Road, if discontinued.

Consultation with the community

The statutory procedures require Council to give public notice of its intention to discontinue and sell the Road and invite submissions from affected parties. All abutting property owners would be advised of the proposal in writing and informed of their right to make a submission. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Following which, a report would be presented to Council for a decision whether to discontinue the Road, part of the Road or not to discontinue the Road.

Communications

- All immediate adjoining owners were consulted by Macquarie Local Government Lawyers regarding the proposal and no objections were received. The dimensions and proposed allocation of the land is shown in the Title Plan provided in **Appendix C**.
- The owners of 66 Station Street have agreed 'in-principle' to purchase the land from the Road at current market value (as well as meeting all of the reasonable costs associated with Council discontinuing the Road).

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

- Property Assets Management Strategy 2014
- Sale of Minor Council Property Assets Policy 2015

Environmental Sustainability Considerations

There are no factors in this report which impact upon Environmental Sustainability Considerations.

Equity, Inclusion and Wellbeing Considerations

There are no factors in this report which impact upon Equity, Inclusion and Wellbeing.

Cultural Considerations

There are no factors in this report which impact upon Cultural Considerations.

Economic Development Considerations

There are no factors in this report which impact upon Economic Development Considerations.

Financial and Resource Implications

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

Costs associated with undertaking the statutory process would be recoverable from the purchasers should Council decide in future to discontinue the Road and sell the land. Should Council decide not to proceed with either the discontinuance or the sale, then the costs associated with conducting the statutory process would be funded from existing allocations. Refer to the confidential attachment "Attachment D" for the financial details.

Legal and Risk Implications

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

DISCUSSION

Requesting the commencement of the statutory process into the proposed discontinuance and sale of the right-of-way/road adjoining the rear of 66 Station Street, Fairfield.

OPTIONS FOR CONSIDERATION

Option 1 – Abandon the Proposal or Do Nothing

Council could resolve to abandon the proposal, take no action or may make no resolution on the matter. This option would mean that the status quo would remain with the registered proprietor continuing to occupy the Road. Council may be perceived as knowingly encouraging and enabling property owners to continue to occupy other roads or rights-of-way within Darebin to the detriment of the community (whether financially or as a benefiting right).

Council may, at some time in the future, resolve to commence the discontinuance process.

Option 2 – Commence the Statutory Procedures (Recommended)

Council could resolve to commence statutory procedures to potentially discontinue the Road. This would extend the consultation to the wider community and enable all affected property owners a formal opportunity to make a submission. This option would assist Council in obtaining further insight into the overall consensus of surrounding property owners and the community in relation to the Road. It would also enable Council to make an informed assessment on the future of the Road, to potentially open part or all of the Road, discontinue part or all of the Road and sell the land from the Road (if discontinued) to the adjoining property owners as requested.

Benefits of commencing the statutory procedures depend on Council's decision on the future of the Road, and the ongoing protection of a public asset, the asset being open to the public and used for its prescribed purpose, and potential revenue from the sale of part or all of the land from the Road.

IMPLEMENTATION STRATEGY

Details

Report to Council.

Communication

- Council departments
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory Authorities

RELATED DOCUMENTS

- *Local Government Act 1989*
- *Road Management Act 2004*
- Sale of Minor Council Property Assets Policy, Darebin City Council, 2015

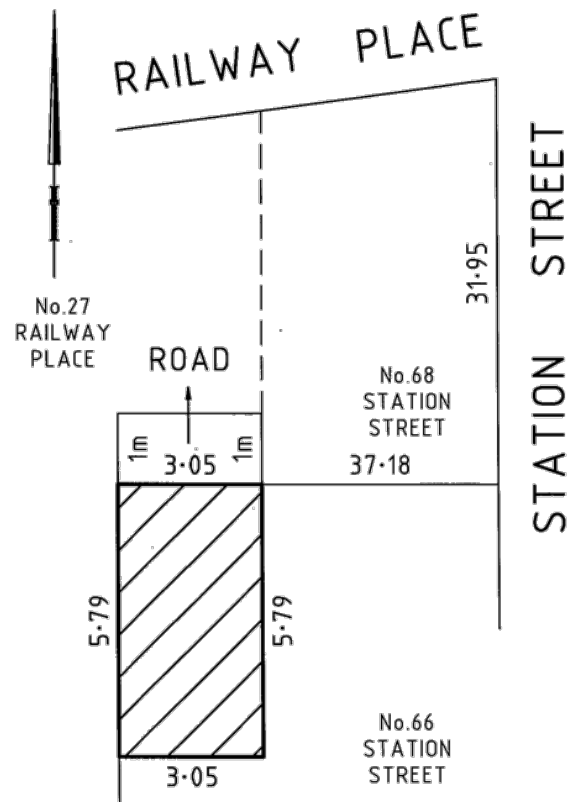
Attachments

- Statutory Plan (**Appendix A**)
- Aerial View (**Appendix B**)
- Title Plan TP960011B (**Appendix C**)
- Financial and Resource Implications (**Appendix D**) Enclosed under separate cover. (This document has been designated as confidential by the Chief Executive Officer, in accordance with section 77 of the *Local Government Act 1989*, as it relates to 'personnel matters' pursuant to section 89(2)(a) of the *Local Government Act 1989*).

DISCLOSURE OF INTEREST

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

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





TITLE PLAN		EDITION 1	TP960011B	
LOCATION OF LAND PARISH JIKA JIKA TOWNSHIP - SECTION - CROWN ALLOTMENT - CROWN PORTION 114 (PART) LAST PLAN REFERENCE ROAD R1 ON LP148162M DEPTH LIMITATION DOES NOT APPLY TITLE REFERENCE VOL.9597 FOL.820 MGA CO-ORDINATES E 325 408 ZONE 55 (APPROX. CENTRE OF LAND IN PLAN) N 5 816 768			WARNING THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND. ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION. NOTATIONS THIS PLAN IS NOT BASED ON SURVEY.	
EASEMENT INFORMATION				
LEGEND E- ENCUMBERING EASEMENT OR CONDITION IN CROWN GRANT IN THE NATURE OF AN EASEMENT OR OTHER ENCUMBRANCE A- APPURTENANT EASEMENT R- ENCUMBERING EASEMENT (ROAD)				
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED/IN FAVOUR OF
-	-	-	-	-
SCALE 1:100 0 1 2 3 4 5 LENGTHS ARE IN METRES	LICENSED SURVEYOR DAVID JOHN MONAHAN		FILE NO : LGD	
SHEET 1 OF 1 SHEET ORIGINAL SHEET SIZE: A3		SIGNATURE DATE / /		DEALING CODE : LGA
BARKER MONAHAN A.C.N. 005 394 865 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 581 GILBERT ROAD, PRESTON 3072 P.O. BOX 2544 REGENT WEST 3072 TELEPHONE 9478 6133 FAX 9470 5189 EMAIL: survey@barkermonahan.com.au		REF. 13886 VERSION 01 COMPUTER FILE: 3886TP.DWG DATE: 27/11/2017		

8.6 PROPOSED SALE OF LAND FROM A DISCONTINUED ROAD ADJOINING 146 ELIZABETH STREET, 19 FURZER STREET AND 74 MCNAMARA STREET, PRESTON

Author: Senior Property Officer

Reviewed By: General Manager Operations and Capital

PURPOSE

To inform Council of the outcome of preliminary investigations into the proposed sale of Council owned land from a discontinued road at the rear 146 Elizabeth Street, 19 Furzer Street and 74 McNamara Street, Preston, shown hatched on the site plan in **Appendix A** and coloured yellow on the aerial photo in **Appendix B** (Land).

EXECUTIVE SUMMARY

In 2017, an enquiry was received from the owner of 146 Elizabeth Street, Preston requesting to purchase the Land from the discontinued road adjoining the rear of their property. Investigations revealed that the road was discontinued by the City of Coburg in 1977, however not all parcels of land were sold at that time with the City of Coburg taking title to the unsold parcels of land.

The unsold land was transferred to Darebin City Council in 1995. The Land appears to have been enclosed by the adjoining properties at 146 Elizabeth Street and 74 McNamara Street, Preston for many years.

Consultation with abutting property owners confirmed the feasibility of the proposed sale with the property owners of 146 Elizabeth Street and 19 Furzer Street, Preston confirming their interest by signing 'in principle agreements' to purchase the Land from the discontinued road at market value as well as meeting all reasonable costs associated with the statutory process.

Recommendation

That Council commences the statutory procedures under section 189 of the *Local Government Act 1989* ("the Act") to sell the Land from the discontinued road adjoining the rear of 146 Elizabeth Street, 19 Furzer Street and 74 McNamara Street, Preston, shown hatched on **Appendix A**, contained within Certificate of Title Volume 9821 Folio 463 and shown as Lots 1 and 2 on Title Plan TP960012Y, to the owners of 146 Elizabeth Street and 19 Furzer Street, Preston, respectively, in accordance with Council policy.

BACKGROUND / KEY INFORMATION

In 1977, the right-of-way/road bounded by Elizabeth Street, Furzer Street and McNamara Street, Preston was discontinued and sold by The City of Coburg, taking title of any unsold parcels of land. The remaining land was transferred to Darebin City Council in 1995.

In 2017, Council received an enquiry from an adjoining owner requesting to purchase the Land from the discontinued road shown hatched on the site plan in **Appendix A** and coloured yellow on the aerial photo in **Appendix B** (Land). The Land is contained within Certificate of Title Volume 9821 Folio 463 which the City of Darebin is currently the registered proprietor of.

Negotiations commenced with the owners of 146 Elizabeth Street, 19 Furzer Street and 74 McNamara Street with a view to sell the Land. The owner of 146 Elizabeth Street and 19 Furzer Street have expressed interest in acquiring the Land, consistent with its current use/occupation.

Once the initial investigations confirmed the feasibility of the proposed sale, Macquarie Lawyers were commissioned to undertake further consultation with a view to Council commencing the statutory procedures to facilitate the possible sale of the Land from the discontinued road to the owners of 146 Elizabeth Street, 19 Furzer Street, Preston.

Previous Council Resolution

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

COMMUNICATIONS AND ENGAGEMENT

Consultation with adjoining property owners

All immediate adjoining owners were consulted regarding the proposal and no objections were received. The dimensions and proposed allocation/division of the Land are shown in the Title Plan provided in **Appendix C**.

The owners of 146 Elizabeth Street, 19 Furzer Street, Preston have confirmed an interest in acquiring the Land, shown as Lot 1 and Lot 2 in the Title Plan provided in **Appendix C**, at current market value as well as meeting all of the reasonable costs associated with Council selling the Land.

Consultation with Service Authorities and Council Departments

Internal departments at the City of Coburg and external service authorities were consulted when the right-of-way/road was discontinued in 1977, and easements in favour of the Melbourne Metropolitan Board of Works (now Yarra Valley Water) was saved over the Land. Additionally, Council's Engineering department advised that an easement would be required to provide for the future installation of a drainage asset, if required.

Consultation with the community

The statutory process requires Council to give public notice of its intention to sell the Land and invite submissions from affected parties. Submitters may request to be heard by Council prior to a decision being made to proceed or otherwise with the proposal. Following which, a report would be presented to Council for a decision whether to sell the Land, part of the Land or not sell the Land.

Communications

- All immediate adjoining owners were consulted regarding the proposal and no objections were received. The dimensions and proposed allocation of the Land is shown in the Title Plan provided in **Appendix C**.

- The owners of 146 Elizabeth Street and 19 Furzer Street, Preston have agreed 'in-principle' to purchase the Land at the rear of their property at current market value (as well as meeting all of the reasonable costs associated with statutory procedures.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

Property Assets Management Strategy 2014

Sale of Minor Council Property Assets Policy 2015

Environmental Sustainability Considerations

There are no factors in this report which impact upon Environmental Sustainability Considerations.

Equity, Inclusion and Wellbeing Considerations

There are no factors in this report which impact upon Equity, Inclusion and Wellbeing.

Cultural Considerations

There are no factors in this report which impact upon Cultural Considerations.

Economic Development Considerations

There are no factors in this report which impact upon Economic Development Considerations.

Financial and Resource Implications

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

Costs associated with the conduct of the statutory procedures would be recovered from the purchaser, should Council resolve to sell the Land at the end of the process. Should the Land remain unsold at the end of the process costs for undertaking the statutory process would be funded from existing budgets. Refer to the confidential attachment "Attachment D" for details.

Legal and Risk Implications

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

DISCUSSION

Commence statutory procedures for the proposed sale of Council owned land from a discontinued road at the rear 146 Elizabeth Street, 19 Furzer Street and 74 McNamara Street, Prestonw

OPTIONS FOR CONSIDERATION

Option 1 – Abandon the Proposal or Do Nothing

Council could resolve to abandon the proposal, take no action or may make no resolution on the matter. This option would mean that the Land would remain in Council's ownership and the adjoining property owner would continue to occupy the Land.

Council may, at some time in the future, resolve to commence the statutory process to sell the Land.

As Council is the registered proprietor of the Land it is protected from adverse possession so taking no action to formalise the occupation (e.g. through sale to the occupier) would not present a risk of losing the Land.

Option 2 – Proceed with the Statutory Procedures (Recommended)

Council could resolve to commence the statutory procedures to potentially sell the Land. This would extend the consultation to the wider community and enable all affected property owners the opportunity to make a submission. This option would assist Council in obtaining further insight into the overall consensus of surrounding property owners and the community in relation to the proposed sale.

Benefits of commencing the statutory process, depend on Council's decision on the proposed sale, could result in receipt of revenue from the sale of the Land which is no longer required for its original purpose.

It is proposed to sell the Land to the present occupiers and none of the other surrounding property owners have expressed an interest in the Land, so it is anticipated that it will be unlikely that an objection would be received to the proposed sale.

IMPLEMENTATION STRATEGY

Details

Arrange for the statutory procedures for the sale of the Land in accordance with Section 189 of the *Local Government Act 1989* to be undertaken. A further report will be presented to Council on the outcome of the statutory procedures.

Communication

- Council departments
- Macquarie Local Government Lawyers
- Owners of adjoining properties
- Statutory Authorities

RELATED DOCUMENTS

- *Local Government Act 1989*
- Sale of Minor Council Property Assets Policy, Darebin City Council, 2015

Attachments

- Site Plan (**Appendix A**)
- Aerial View (**Appendix B**)

- Title Plan TP960012Y (**Appendix C**)
- Financial and Resource Implications (**Appendix D**) Enclosed under separate cover. (This document has been designated as confidential by the Chief Executive Officer, in accordance with section 77 of the *Local Government Act 1989*, as it relates to 'personnel matters' pursuant to section 89(2)(a) of the *Local Government Act 1989*).

DISCLOSURE OF INTEREST

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

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



TITLE PLAN		EDITION 1		TP960012Y	
<p>LOCATION OF LAND</p> <p>PARISH: JIKA JIKA TOWNSHIP: - SECTION: - CROWN ALLOTMENT: - CROWN PORTION: 148 (PART)</p> <p>LAST PLAN REFERENCE: LP2977</p> <p>DEPTH LIMITATION: DOES NOT APPLY</p> <p>TITLE REFERENCE: VOL 9821 FOL 463</p> <p>MGA CO-ORDINATES (APPROX. CENTRE OF LAND IN PLAN): E 322 405 N 5 822 405 ZONE 55</p>				<p>WARNING</p> <p>THIS PLAN REPRESENTS AN EXPECTED DIVISION OF LAND. ANY ONE LOT MAY NOT HAVE BEEN CREATED. CHECK THE LOT/PLAN INDEX FOR CURRENT INFORMATION.</p>	
				<p>NOTATIONS</p> <p>THIS PLAN IS NOT BASED ON SURVEY.</p>	
EASEMENT INFORMATION					
<p>LEGEND E- ENCUMBERING EASEMENT OR CONDITION IN CROWN GRANT IN THE NATURE OF AN EASEMENT OR OTHER ENCUMBRANCE A- APPURTENANT EASEMENT R- ENCUMBERING EASEMENT (ROAD)</p>					
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED/IN FAVOUR OF	
LOTS 1 & 2	AS PROVIDED FOR IN SEC.528(2)(e) LGA 1958	SEE DIAGRAM	SEC.528(2)(e) LGA 1958	MELBOURNE AND METROPOLITAN BOARD OF WORKS	
<p>FURZER STREET</p>					
SCALE 1:200	<p>LENGTHS ARE IN METRES</p>		LICENSED SURVEYOR: DAVID JOHN MONAHAN		FILE NO : LGD
SHEET 1 OF 1 SHEET ORIGINAL SHEET SIZE: A3			SIGNATURE		DATE / /
<p>BARKER MONAHAN A.C.N. 005 394 865 SURVEYORS, DEVELOPMENT AND LOCAL GOVERNMENT CONSULTANTS 581 GILBERT ROAD, PRESTON 3072 P.O. BOX 2546 REGENT WEST 3072 TELEPHONE 9478 6133 FAX 9470 5189 EMAIL: survey@barkermonahan.com.au</p>			REF: 13870 VERSION 01 COMPUTER FILE: 3876TP.DWG DATE: 11/12/2017		DEALING CODE : LGA

8.7 CT201504 - BUILDING TRADE MAINTENANCE - PLUMBING**Author:** Building Strategy Advisory**Reviewed By:** General Manager Operations and Capital

PURPOSE

To seek Council's approval for the extension of Contract CT201504 – Building Trade Maintenance – Plumbing for a further year and for a variation of the contract expenditure to cover the anticipated spend over the remaining two years of the contract term.

EXECUTIVE SUMMARY

Darebin City Council has a current panel of plumbing service providers engaged for the routine (cyclic) maintenance and reactive maintenance of plumbing assets installed on Darebin sites.

This agreement was setup in 2015 for an initial 3 year term with two options to extend the term by one year.

The intention was to exercise the first of these available extensions to operate from 1 May 2018. However expenditure under the contract has been found to exceed the expenditure approved by Council at the meeting of 20 April 2015.

The services provided by the panel of providers has been satisfactory and there is no operational reason to tender for new service providers at this stage of the contract.

Council Officers are requesting a contract extension and a variation of the contract expenditure to cover the anticipated spend for the remaining two years of the contract term.

Recommendation

That Council:

- (1) Notes that the approved contract period for CT201504 – Building Trade Maintenance – Plumbing Services Panel is 5 years, if all options to extend are exercised, being from 1 May 2015 to 30 April 2020;
 - (2) Approves the option to extend Contract CT201504 – Building Trade Maintenance – Plumbing Services Panel for a further year to 30 April 2019;
 - (3) Approve the total estimated cumulative amount of \$5,380,000 including GST for the full five year term of the panel contract;
 - (4) Noted that the panel is currently composed of the following service providers:
 - a) Omni Trade Services
 - b) Burstons Plumbing and Gasfitting; and
 - c) New Plumbing Services
 - (5) Authorises the Chief Executive Officer to advise the panel members of the contract extension.
-

BACKGROUND / KEY INFORMATION

In 2015 a Request For Tender (RFT) was conducted to identify and engage a panel of plumbing service providers to provide routine maintenance to plumbing systems plant and equipment, within the Darebin municipality.

The resulting contract, CT2015204 'Building Trade maintenance – Plumbing', was setup to provide cyclic maintenance and reactive maintenance with an estimated spend of \$1,992,712 including GST over the initial 3 year term of the contract.

Previous Council Resolution

At its meeting held on 20 April 2015, Council resolved:

That:

- (1) Council endorse a panel of service providers be established under contract to supply Building Trade Maintenance (Plumbing) Services for an initial term of three years, with two options to extend for a term of one year each (Total five year term if council executes all options to extend).
- (2) The contract terms to commence on 1 May 2015 and conclude on 30 April 2019 (if all options to extend are exercised).
- (3) The panel be composed of the following service providers
 - Omni Trade Services
 - Burstons Plumbing and Gasfitting
 - New Plumbing Services
- (4) The panel be engaged to provide services for the total estimated cumulative amount of \$3,700,404 (including GST) (For the full 5 year term of the panel contract).
- (5) Council authorise the Chief Executive to finalise and execute the contract documentation on behalf of Council.

COMMUNICATIONS AND ENGAGEMENT

Consultation

The following stakeholders have been consulted

- Coordinator, Facilities Maintenance

Communications

In the event of Council approve the recommendation the panel members will be advised by letter.

ANALYSIS

Alignment to Council Plan / Council policy

Goal 6 - A well governed Council

The routine maintenance of the plumbing systems plant and equipment is necessary to maintain a safe workplace without risks to health, to maintain the efficient function of the plant and equipment and to effectively manage the life cycle of the assets and their associated running costs.

The direct result of deliberate cyclic maintenance under a Service Agreement is the reduction of the level of Occupational Health and Safety risk and the Asset life cycle cost risk faced by Council.

Environmental Sustainability Considerations

If the nature of the service requires, the Contractor will develop and implement an Environmental Management Plan (EMP) in accordance with the requirements of:

- AS/NZS ISO 14001:2004 Environmental Management Systems - Specification with guidance for use; and
- AS/NZS ISO 14004: 2004 Environmental Management Systems - General guidelines on principles, systems and supporting techniques

Equity, Inclusion and Wellbeing Considerations

These considerations were a component of the evaluation of the submissions received for the original Tender.

Cultural Considerations

The objective of this extension is to maintain continuity of service provision for the purposes of plumbing systems maintenance. There are no apparent cultural considerations connected to this extension for this service.

Economic Development Considerations

Darebin City Council recognises it has a role in the economic development of the community and is committed to assisting local industry to do business with Darebin Council. Council is committed to developing an inclusive and diverse city by buying locally and supporting the business community and encouraging its involvement in procurement processes.

The evaluation of tender submissions included an assessment of the local business contribution, youth employment, indigenous employment and social contribution through business activities

Financial and Resource Implications

The value of the variation is a \$1,680,000 including GST increase in approved expenditure to give an estimated expenditure at the end of the fifth and final year of the contract of \$5,380,000 including GST.

Legal and Risk Implications

The legal and risk profile of the proposed contract extension is managed by compliance with the Darebin City Council Procurement Policy dated August 2017 and the contractual terms and conditions of the current agreement.

DISCUSSION

A procurement process to obtain a panel of competitive, value for money and suitable Contractors for the provision of services as specified by Contract CT201504 – Building Trade Maintenance – Plumbing Services Panel was conducted early 2015. Through this process, a panel of Contractors were awarded a contract for a term of up to 5 years.

Contract spend

There has been an overrun in the contract spend compared to the approved expenditure. The original expenditure estimate did not consider unexpected urgent project works as it was originally estimated for general maintenance activities over the life of the contract. The delivery of these unexpected renewal works undertaken under this contract has increased the expenditure. An example of this is the roof renewal program that was developed after the completion of a detailed condition audit of Council buildings in 2016.

The amount spend of Contract CT201504 over the initial 3 year term is \$3,380,000 including GST which is \$1,400,000 including GST higher than the original estimated spend predicated when the contract was awarded in 2015.

An analysis of the historic spend of this contract was conducted and based on the past actual expenditure for the last three years, the estimated total expenditure for the life of the contract CT201504 is \$5,380,000 including GST. This is a variation of \$1,680,000 including GST.

Contract length

The current contract has two 'one year' options to extend. To allow for the use of an option to extend, a variation to the approved spend for the contract is needed. The Council report on 20 April 2015 had an error whereby the contract was discussed as being a five year contract from 1 May 2015 to 30 April 2019, which is only four years. It is proposed to clarify the term of the contract as being 1 May 2015 to 30 April 2020.

Contract performance

Service provision from the service providers has been satisfactory and the intention is to continue with these providers.

OPTIONS FOR CONSIDERATION

The objective of exercising the available 'option to extend' is to ensure the continuity of service from the panel of providers.

There are no other timely options available that achieve the required service continuity.

IMPLEMENTATION STRATEGY

Details

Upon Council approval for exercise of the option to extend, letters will be sent to the panel members advising of the intention to exercise the one year extension option.

Communication

Procurement and Contracts will prepare and send a letter to the panel members advising of Council's intention to exercise the one year option to extend and will invite their response.

Timeline

The letter will be sent within one week of Council approval of the proposal to extend.

RELATED DOCUMENTS

- Darebin City Council Plan 2017- 2021
- Building Asset Management Plan 2017
- City of Darebin Procurement Policy August 2017

Attachments

Nil

DISCLOSURE OF INTEREST

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

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

9. CONSIDERATION OF RESPONSES TO PETITIONS, NOTICES OF MOTION AND GENERAL BUSINESS

Nil

10. NOTICES OF MOTION**10.1 PRESTON MARKET HERITAGE STUDY AND PEER REVIEWS****Councillor: Gaetano GRECO****NoM No.: 348**

Take notice that at the Council Meeting to be held on 21 May 2018, it is my intention to move:

That Council

- (1) *Immediately releases the confidential Preston Market Heritage Study and the peer reviews to the newly established Preston Market Community Reference Group to assist them in their important deliberation regarding the development of a new Incorporated Plan for the Preston Market site.*
- (2) *Receives a report at its next meeting on 12th June 2018 clarifying when the Preston Market Heritage Study and the peer review(s) will be publicly released to the community.*

Notice Received: 8 May 2018**Notice Given to Councillors 16 May 2018****Date of Meeting: 21 May 2018**

11. REPORTS OF STANDING COMMITTEES

Nil

12. RECORDS OF ASSEMBLIES OF COUNCILLORS

12.1 ASSEMBLIES OF COUNCILLORS HELD

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

An Assembly of Councillors record was kept for:

- Darebin Environmental Reference Group – 11 April 2018
- Councillor Briefing – 23 April 2018
- Councillor Briefing – 7 May 2018

Recommendation

That the record of the Assembly of Councillors held on 11, 23 April and the 7 May 2018 and attached as **Appendix A** to this report, be noted and incorporated in the minutes of this meeting.

RELATED DOCUMENTS

- *Local Government Act 1989*

Attachments

- Assembly of Councillors - 21 May 2018 (**Appendix A**)



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Darebin Environmental Reference Group
	Date:	Wednesday 11 April 2018
	Location:	350 High Street, Preston
PRESENT:	Councillors:	Cr Kim Le Cerf (Mayor)
	Council Staff:	Libby Hynes, Sam Green
	Other:	Darebin Environmental Reference Group members
APOLOGIES:		Cr. Trent McCarthy (proxy)

The Assembly commenced at 7.05pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Open Space Strategy	No disclosures were made
2	Council Budget	No disclosures were made
3	DERG agenda priorities for 2018	No disclosures were made
4	Recycling update	No disclosures were made
5	Climate Emergency – New committee, Research and Conference	No disclosures were made
6	General issues	No disclosures were made

The Assembly concluded at 9.00pm

RECORD COMPLETED BY:	Officer Name:	Sam Green
	Officer Title:	Environmental Education and Promotions Officer



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Councillor Briefing
	Date:	23 April 2018
	Location:	Council Chamber, Darebin Civic Centre
PRESENT:	Councillors:	Cr Kim Le Cerf (Mayor), Cr Susanne Newton, Cr Gaetano Greco, Cr Lina Messina, Cr Julie Williams, Cr Trent McCarthy, Cr Susan Rennie
	Council Staff:	Sue Wilkinson, Cathy Henderson, Ingrid Bishop, Rachel Ollivier, Vito Albicini, Leah Mosel, Julia Williams, Ely Michailidis, Mandy Bathgate, Joanna Cuscaden, Wendy Dinning
	Other:	Nil
APOLOGIES:		Cr Steph Amir

The Assembly commenced at 5.35 pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Renaming Federal Electorate of Batman	No disclosures were made
2	Preston Precinct and Preston Market Forward Work Program	No disclosures were made
3	CT201062 Kerbside Recyclables Services Contract Extension	No disclosures were made
4	General Business	No disclosures were made
5	Aged Care Reforms	Cr Messina declared a conflict of interest. Cr Messina left the meeting at 8.36pm and did not return.

The Assembly concluded at 9.40 pm

RECORD COMPLETED BY:	Officer Name:	Ingrid Bishop
	Officer Title:	General Manager Governance & Engagement



ASSEMBLY OF COUNCILLORS PUBLIC RECORD

ASSEMBLY DETAILS:	Title:	Council Briefing
	Date:	7 May 2018
	Location:	Function Room
PRESENT:	Councillors:	Cr Kim Le Cerf (Mayor), Cr Trent McCarthy, Cr Julie Williams, Cr Gaetano Greco, Cr Susan Rennie, Cr Suzanne Newton, Cr Steph Amir, Cr Lina Messina (arrived 6.50pm)
	Council Staff:	Sue Wilkinson, Cathy Henderson, Rachel Ollivier, Vito Albicini, Ingrid Bishop (arrived 6.32pm). Darren Rudd, John Limbach, Allan Cochrane (arrived 6.20pm)
	Other:	
APOLOGIES:		Nil

The Assembly commenced at 5.40pm

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
1	Draft Planning Committee Agenda – 14 May 2018	No disclosures were declared.
2	Aged Care	Cr Lina Messina declared a conflict of interest and entered the meeting after this item at 6.50pm.
3	2018/2019 Annual Budget Feedback	No disclosures were declared.
4.1	Aboriginal Issues – Stolen Generation	No disclosures were declared.
4.2	Preston Market	No disclosures were declared.
4.3	Motions – ALGA & MAV	No disclosures were declared.
4.4	Graffiti Management Plans, Wall Art and Local Law	No disclosures were declared.
4.5	Community Safety – Urban Planning	No disclosures were declared.
4.6	Hutton Street Road Closure	No disclosures were declared.

MATTERS CONSIDERED		DISCLOSURES AND COMMENTS
4.7	Window/Gutter Cleaning for Elderly	No disclosures were declared.
4.8	Councillor Laptops	No disclosures were declared. (Cr Susan Rennie left the meeting at 8.01pm.)
4.9	Darebin RSL – Poker Machines	No disclosures were declared. (Cr Susan Rennie returned to the meeting at 8.06pm.)
4.10	State Budget – Alignment with Darebin City Council priorities and Darebin City Council Advocacy Strategy	No disclosures were declared.
4.11	Tree Register and Local Law	No disclosures were declared.
4.12	Welcoming Cities	No disclosures were declared.

The Assembly concluded at 8.20pm

RECORD COMPLETED BY:	Officer Name:	Ingrid Bishop
	Officer Title:	General Manager Governance & Engagement

13. REPORTS BY MAYOR AND COUNCILLORS

Recommendation

That Council note the Reports by Mayor and Councillors.

14. CONSIDERATION OF REPORTS CONSIDERED CONFIDENTIAL

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

14.1 Preston Market

This item is designated confidential because it is a proposed developments pursuant to Section 89(2) (e) of the Act.

CLOSE OF MEETING

Recommendation

That in accordance with section 89(2) of the *Local Government Act 1989*, Council resolves to close the meeting to members of the public to consider the items designated confidential by the Chief Executive Officer.

RE-OPENING OF MEETING

Recommendation

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

15. CLOSE OF MEETING