



**GLEN EIRA CITY COUNCIL**  
**ORDINARY COUNCIL MEETING**

**TUESDAY 17<sup>TH</sup> OCTOBER 2017**

**AGENDA**

**Meeting to be held in the Council Chambers,  
Corner Hawthorn & Glen Eira Roads, Caulfield  
At 7.30 pm**

*"The primary object of a Council  
is to endeavour to achieve  
the best outcomes for the local community  
having regard to the  
long term and cumulative effects of decisions."*

- s3c(1) Local Government Act

**Councillors:** The Mayor, Councillor Mary Delahunty  
Councillor Tony Athanasopoulos  
Councillor Clare Davey  
Councillor Margaret Esakoff  
Councillor Jamie Hyams  
Councillor Jim Magee  
Councillor Joel Silver  
Councillor Dan Sztrajt  
Councillor Nina Taylor

**Chief Executive Officer:** Rebecca McKenzie

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9.14	MAV State Council Motions

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**12. CONSIDERATION OF IN CAMERA ITEMS**

There were no confidential items submitted to this meeting.

**13. CLOSURE OF MEETING**



**AGENDA for the ORDINARY MEETING OF THE  
GLEN EIRA CITY COUNCIL to be held on TUESDAY 17<sup>TH</sup> OCTOBER 2017**

**1. ACKNOWLEDGEMENT**

In the spirit of respect, Council acknowledges the people and elders of the Boon Wurrung people of the Kulin Nation past and present who have traditional connections and responsibilities for the land on which Council meets.

**2. APOLOGIES**

**3. OATH OF OFFICE AND DISCLOSURES OF INTERESTS**

Councillors are reminded that we remain bound by our Oath of Office to undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Glen Eira and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in us under the Local Government Act or any other Act, to the best of our skill and judgement.

Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda, or which are considered at this meeting, in accordance with Sections 77 to 79 of the Local Government Act.

**4. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

Copies of Minutes previously circulated.

**Recommendation**

That the minutes of the Ordinary Council Meeting held on 26<sup>th</sup> September 2017 be confirmed.

**5. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS****5.1 – Objection to Elsternwick Draft Concept Plans (88 signatures)**

We the undersigned residents request that Council: STOP THE ELSTERNWICK HIGH RISE RE-ZONE, we reject and oppose the proposed high rise re-zone of the residential area between the Elsternwick Railway line and Nepean Highway as detailed in the Glen Eira Council's Elsternwick Draft Concept Plans.

The plans propose to remove the existing 'Neighbourhood Residential Zone' with 2-storey height limits and replace it 4 and 12 storey height limits; and remove the existing 'Residential Growth Zone' (in the streets closer to Hotham Road) with existing 4-storey height limits and replace it with 12 storey height limits.

This part of Elsternwick has a rich architectural history with many original Victorian houses dating back to the 1880s. These changes are designed to allow for high rise development and are expected to increase the overall Elsternwick population by at least 20 per cent.

The Glen Eira Council has not consulted with impacted property owners of this historic village area, despite being 5 stages through an 8 stage consultation process. Residents have also not received correspondence that the council claims was issued six weeks ago.

These draft plans are in conflict with Glen Eira Council's vision 'that Elsternwick will be a safe, accessible and liveable centre that embraces its historic character and strong cultural and village feel'.

**Recommendation**

That Council:

1. receives and notes the petition; and
2. considers the petition in conjunction with the Elsternwick Draft Structure Plan consultation process.

**6. DOCUMENTS FOR SEALING****7. REPORTS BY DELEGATES APPOINTED BY COUNCIL TO VARIOUS ORGANISATIONS**

**8. REPORTS FROM COMMITTEES****8.1 Advisory Committees**

- a. Community Consultation Committee Meeting - 4 September 2017
- b. Recreation and Leisure Advisory Committee Meeting - 14 September 2017
- c. Community Grants Committee Meeting – 19 September 2017

**Recommendation****PART A**

That the minutes of the following Committees be received and noted and that the recommendations of these Committees be adopted.

- a. Community Consultation Committee Meeting - 4 September 2017
- b. Recreation and Leisure Advisory Committee Meeting - 14 September 2017

**PART B**

That the minutes of the following Committee be received and noted and that the recommendations of this Committee be adopted.

- a. Community Grants Committee Meeting – 19 September 2017

**8.2 Records of Assembly**

- a. 12 September 2017
- b. 19 September 2017
- c. 26 September 2017 (pre meeting)

**Recommendation**

That the Records of the Assemblies as shown below be received and noted.

- a. 12 September 2017
- b. 19 September 2017
- c. 26 September 2017 (pre meeting)



**Community Consultation Committee Meeting  
Minutes  
4 September 2017**

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**Purpose:**

*To make recommendations to Council in relation to the ways in which Council consults with residents, ratepayers and other stakeholders in the community to ensure maximum participation, communication and value to the community.*

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**Meeting commenced at: 6:33pm**

**1. Present and apologies**

**Present**

Cr Jamie Hyams	Councillor (chair)
Cr Dan Sztrajt	Councillor
Cr Tony Athanasopoulos	Councillor
Dr Iris Levin	Community Representative
Megan Dunkley	Community Representative
Ann Van Leerdam	Community Representative
Elizabeth Orlov	Community Representative
Peter Jones	Director Community Services
Gaye Stewart	Manager Community Development and Care
Alexandra Fry	Executive Assistant

**Apologies**

Nil

**2. Matters considered**

- i. Draft Community Engagement Policy 2017
- ii. Draft Community Engagement Toolkit
- iii. IAP2 training options
- iv. Draft Quarterly Service Performance Report – feedback from Committee on proposed template

**3. Draft Community Engagement Policy 2017**

The draft Community Engagement Policy 2017 was discussed and the intent of the policy clarified to provide context and an overarching guide for Council in relation to engagement. The policy will direct the more detailed engagement strategy and tool box.

The committee suggested including a statement under guiding principles that recognises community engagement is about connecting community groups with each other as well as Council. For example: to provide a forum for community members to hear from each other and solve problems for mutual benefit.

**Motion:**                    **That the Community Engagement Policy, with changes as discussed, be submitted for approval at a Council meeting.**

**Moved: Cr Hyams    Seconded: Cr Athanasopoulos  
Motion was passed unanimously**

#### **4. Draft Community Engagement Toolkit**

Officers presented the draft Community Engagement Toolkit alongside examples from other organisations. The purpose of the toolkit is to assist staff to articulate why they are consulting, to identify who they need to consult with, to select appropriate options for consulting with stakeholder groups, and to plan and execute effective community consultation.

The Committee outlined proposed changes to the draft Community Engagement Toolkit. These changes included:

- providing a framework for planning engagement including:
  - providing guidance to inexperienced staff on ethical consultation practices
  - articulating the relationship between Council and stakeholder groups to ensure these are handled in a sensitive manner
  - considering strategies to build trust between community and Council
  - creating clarity on the purpose of the consultation without the perception of there being a pre-determined outcome
  - identifying the outcomes and communicating them
  - better identification of stakeholders
- clearer articulation of the IAP2 spectrum of public participation with examples
- assistance in identifying communication methods that are best to reach particular population groups
- simplifying the methods matrix so it is easy to use
- evaluation to include questions such as:
  - Who did you reach and who did you miss?
  - Was it successful – did you achieve your objectives?
- providing guidance for online consultation to be in a more accessible form

**Action: Officers to bring a revised and more refined version of the draft Community Engagement Toolkit to the next Committee meeting.**

#### **5. IAP2 training options**

Peter Jones presented the options for IAP2 training to the Committee and advised that he will be implementing in-house IAP2 training which will be available to staff and members of the Committee.

#### **6. Quarterly Service Performance – feedback from Committee on proposed template**

The Committee suggested that the Community Engagement Update of the Quarterly Service Performance Report should be moved in front of the Community Plan progress section. Additionally, brief pieces of feedback from residents related to Major Projects could be included in speech bubbles to demonstrate Council's commitment to community consultation.

**Action: Officers to present this feedback to the Innovation and Continuous Improvement team for consideration.**

**Next meeting:** Wednesday 25<sup>th</sup> October at 6:30pm in Ogaki Room

**Meeting closed at 8.12pm**

**Recreation and Leisure Advisory Committee**

**Assembly of Councillors**

**14 September 2017**

**Record under S 80 A (2)**

**Meeting commenced at 6.05PM.**

**A. Present**

**Councillors**

Cr Joel Silver (Chair)  
Cr Tony Athanasopoulos  
Cr Jamie Hyams  
Cr Nina Taylor

**Council Officers**

Samantha Krull, Director Infrastructure, Environment and Leisure  
Mark Collins, Group Manager, Recreation & Leisure  
Andrew Barden, Manager, Recreation & Open Space

**B. Matters considered**

- (i) Apologies - None
- (ii) Conflicts of Interest - None
- (iii) Club/Sportsground/Court Requests
- (iv) Advocacy on Strategic Objectives
- (v) Community Partnerships
- (vi) Regular Reports
  - Recreation related capital works
  - Open Space Strategy
  - Pavilion Redevelopment Strategy
  - Leisure Feasibility Study
  - Tennis Strategy
  - Masterplans
- (vii) Other Business

**Assembly finished at 7.31PM**



**COMMUNITY GRANTS COMMITTEE MEETING**  
**Minutes**  
**Tuesday 19 September 2017**

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**Purpose:**

To support and assist not-for-profit community based groups to meet identified community priorities and strengthen the Glen Eira community.

**Aims:**

- Support community initiatives committed to community strengthening.
  - Develop an accessible and inclusive community.
  - Encourage community initiatives that promote self-sufficiency and innovation.
  - Help strengthen local participation in the planning and implementation of service and programs.
- 

**Assembly of Council Record**

Meeting opened at: 5.30pm

**1. Present and Apologies**

**Present**

Cr Nina Taylor

Cr Tony Athanasopoulos (Assumed chair by agreement)

Peter Jones – Director Community Wellbeing

Gaye Stewart – Manager Community Development and Care

**Apologies**

Cr Dan Sztrajt

**2. Declaration of conflict of interest**

No declarations of conflict of interest under Section 79 of the Local Government Act were received in relation to grants discussed.

**3. Matters considered**

- I. 2017-18 Community Services Grant - Facility Hire for Schools Grant application for St Joseph's Primary School
- II. 2017-18 Community Services Grant – Grant application for Carnegie Rostrum Club 68
- III. Funds to support Glen Eira Adult Learning Centre

## **2. 2017-18 Community Services Grants - Facility Hire for Schools Grant application**

- St Joseph's Primary School

St Joseph's Primary School submitted an application for a Facility Hire for Schools Grant for the amount of \$3,325. The school has requested the funding to utilise the Auditorium to stage a production of the musical, 'Dr. Dolittle Jr on Monday 18th and Tuesday 19th of September 2017, at 7pm.

St. Joseph's Primary School is a Catholic school with 1368 students situated Elsternwick. In total 343 members of the school are expected to be involved in the event with 310 of those members residing in Glen Eira.

**Recommendation: The Committee recommend to Council funding a Facilities Hire for Schools Grant of \$3,325 for St Joseph's Primary School to support their musical on 14, 15, 18 and 19 September 2017.**

**Moved: Cr Athanasopoulos      Seconded: Cr Taylor  
Motion passed unanimously**

## **3. 2017-18 Community Services Grants - Grant application**

Carnegie Rostrum Club 68 applied for a Community Services Grant 2017-18 of \$1,759 to support public speaking club activities with facility hire of the Boyd room Carnegie.

**Recommendation: The Committee recommend to Council funding a Community Services Grant of \$1,759 for Carnegie Rostrum Club 68 to provide facility hire of the Boyd Room Carnegie.**

**Moved: Cr Taylor      Seconded: Cr Athanasopoulos  
Motion passed unanimously**

## **4. Funds to support Glen Eira Adult Learning Centre**

Glen Eira Adult Learning Centre (GEALC) is relocating to the Manse on the site of the Ormond Uniting Church. Following redevelopment of their current site the Uniting Church will rehouse the group in purpose built facilities on their North Road Ormond site.

The service is highly regarded in Glen Eira, they have previously won Glen Eira Community Group of the year and provide a broad range of educational services to over 450 students.

In order to remain sustainable the service is seeking a grant of \$25,000 to assist with a range of services to Glen Eira residents. All equipment/furniture purchased using these funds will be reused when GEALC moves into the newly built community centre space that Ormond Uniting Church will be providing from 2020.

**Recommendation:** The Committee recommend to Council that the Service Level Agreement with Glen Eira Adult Learning Centre be amended to include an additional \$25,000 to cover expenditure associated with new computer purchases, the purchase and implementation of a new communication system, and the purchase of new equipment and furniture and computer peripherals.

**Moved:** Cr Athanasopoulos      **Seconded:** Cr Taylor  
**Motion passed unanimously**

## **5. General Business**

- *Carnegie Neighbourhood Watch.*  
Carnegie Neighbourhood Watch received a facility hire grant of \$200 to assist with holding quarterly meetings. They have now informed Officers that the group is no longer operating as they could not source enough people to volunteer as part of the Committee.

Meeting closed at: 6.50pm

Next Meeting – TBC

**Assembly of Councillors**

**12 September 2017**

**Record under S 80 A (2)**

**Meeting commenced at 6.52PM.**

**A. Present**

Cr Mary Delahunty (Mayor)  
Cr Tony Athanasopoulos  
Cr Margaret Esakoff  
Cr Jamie Hyams  
Cr Jim Magee  
Cr Joel Silver  
Cr Nina Taylor

**Council Officers**

Rebecca McKenzie, CEO  
Samantha Krull  
Peter Swabey  
Peter Jones  
Mark Collins  
Mary-Anne Palatsides  
Janice Pouw

**B. Matters considered.**

- (i) Apologies - Cr Clare Davey, Cr Dan Sztrajt
- (ii) Leisure Facilities Needs Assessment
- (iii) Residential Aged Care

8.35pm Assembly adjourned

8.47pm Assembly resumed

**Present**

Cr Mary Delahunty (Mayor)  
Cr Tony Athanasopoulos  
Cr Margaret Esakoff  
Cr Jamie Hyams  
Cr Jim Magee  
Cr Joel Silver  
Cr Nina Taylor

- (iv) O-Bikes and Bicycle Strategy
- (v) Webcasting / Livestreaming of Council Meetings
- (vi) Citizen of the Year Advisory Committee Membership Report

Draft Council papers for 26 September 2017 Council meeting

- (vii) Audit Committee Membership – Reappointment and Recruitment of Members
- (viii) Instruments of Appointment and Authorisation under the Planning and Review Act 1987
- (ix) Foundation for Youth Excellence Committee Grant Applications
- (x) General Business
  - (a) Cr Esakoff – MAV State Council motion – Graffiti Removal
  - (b) Director Infrastructure, Recreation & Leisure
    - LXRA Integrated Development update
    - Woolworths Development Elsternwick update
    - Rippon Lea update
  - (c) Director Community Wellbeing – Disability Reference Committee
  - (d) Cr Hyams – Ormond update
  - (e) Cr Hyams – Planning application process
  - (f) Cr Hyams – Enforcement options for planning application
  - (g) Cr Hyams – Changes to valuation process
  - (h) Cr Esakoff – Recycling of x-rays
  - (i) Cr Esakoff – No smoking in outdoor seating areas
  - (j) CEO – East Village Structure Plan
  - (k) Cr Athanasopoulos – Email response to student
  - (l) Cr Nina Taylor – Elster Creek Forum
  - (m) Cr Nina Taylor- MAV State Council motions
  - (n) Cr Taylor - Pavilion Strategy
  - (o) Cr Delahunty – Caulfield Racecourse Legislation
  - (p) Director Infrastructure, Recreation and Leisure – Application for event in parks.

**Assembly finished at 10.24PM**

**Assembly of Councillors**

**19 September 2017**

**Record under S 80 A (2)**

**Meeting commenced at 6.48PM.**

**A. Present**

Cr Mary Delahunty (Mayor)  
Cr Tony Athanasopoulos  
Cr Clare Davey  
Cr Margaret Esakoff  
Cr Jamie Hyams  
Cr Jim Magee  
Cr Joel Silver  
Cr Nina Taylor

**Council Officers**

Rebecca McKenzie, CEO  
Samantha Krull  
Ron Torres  
Peter Jones  
John Vastianos  
Mat Bonomi  
Rachel Ollivier  
James Kearney  
Paul Wood  
Janice Pouw

**B. Matters considered.**

- (i) Apologies - Nil
- (ii) Elsternwick Community Hub
- (iii) Draft Transforming Murrumbeena Consultation Report

8.18pm Cr Esakoff declared a conflict of interest in Orrong Road and vacated the room

- (iv) Re-establishment of Road at Orrong Road Carpark

8.20pm Cr Magee left Assembly and re-entered at 8.32pm

8.41pm Assembly adjourned – Cr Delahunty left Assembly

8.56pm Assembly resumed – Cr Esakoff returned to Assembly

**Present**

Cr Tony Athanasopoulos  
Cr Clare Davey  
Cr Margaret Esakoff  
Cr Jamie Hyams  
Cr Jim Magee  
Cr Joel Silver  
Cr Nina Taylor

(v) General Business

- (a) Cr Magee - Parking in Hill Street
- (b) Cr Hyams
  - Bus routes
  - Council meeting to consider Structure Plans in 2018
  - Infrastructure priority list
  - McKinnon oval - Cricketers 'over 60's'
- (c) Cr Esakoff
  - Early presentations on structure planning
  - Clarification on planning applications, duplex and side by side dwellings
  - MAV State Council motion – Outdoor smoking regulations
- (d) Cr Taylor
  - MAV State Council motions
- (e) Cr Silver
  - Welfare of local resident
- (f) Cr Athanasopoulos
  - Notice of leave
- (g) Director Infrastructure, Environment & Leisure
  - Update on Carnegie Pool
- (h) Manager Town Planning
  - Update on planning application
  - Planning application process considered under Delegation

9.24pm – Cr Delahunty entered the Assembly

(vi) Council Papers for the 26 September 2017 Council Meeting comprising fifteen officer reports together with standing items on the agenda.

- Item 4 Confirmation of the Minutes of the previous meetings
- Minutes of previous meeting
- 8.1 Advisory Committees
- 8.2 Records of Assembly
- 9.1 Planning Scheme Amendment C149 – Heritage Policy
- 9.2 VCAT Watch

9.44pm Cr Sztrajt entered the Assembly

- 9.3 9 Royal Avenue, Glen Huntly
- 9.4 1 Sinclair Street, Elsternwick
- 9.5 45 Burgess Street, Bentleigh
- 9.6 Domestic Animal Management Plan Annual Review

10.22pm Cr Silver left Assembly and entered at 10.24pm

- 9.7 Draft for Community Engagement Integrated Transport Strategy and Parking Policy
- 9.8 Planning Fees – Effect on increased fees – (from 28 June 2016 resolution)
- 9.9 Council Policies – Libraries, Arts and Culture
- 9.10 Foundation for Youth Excellence Committee Grant Applications
- 9.11 Instruments of Appointment and Authorisation Under The Planning and Environment Act 1987
- 9.12 Audit Committee Membership – Reappointment & Recruitment of Members
- 9.13 Fraud and Corruption Policy
- 9.14 August Financial Management Report
- 9.15 Webcasting / Livestreaming of Council Meetings
- 10 Urgent Business - MAV State Council Motion
- 12.1 Confidential: Tender number 2017.051 Litter Bin Collection and Collection of Waste from Council Buildings
- 12.2 Tender 2018.020 Provision of Concrete Maintenance Services and Associated Civil Works, Various locations within the City of Glen Eira
- 12.3 Tender number 2017.050 Glen Eira Consultancy Services – Capital Works and other Minor Projects

**Assembly finished at 11.07PM**

**Council Pre-Meeting**

**26 September 2017**

**Record under S 80 A (2)**

**Meeting Commenced at 6.45pm**

**A. Present**

Cr Mary Delahunty, Mayor  
Cr Margaret Esakoff  
Cr Jamie Hyams  
Cr Jim Magee  
Cr Joel Silver  
Cr Dan Sztrajt  
Cr Nina Taylor

**Apologies** – Cr Tony Athanasopoulos, Cr Clare Davey

**Officers**

Rebecca McKenzie, CEO  
Peter Swabey  
Peter Jones  
Paul Wood  
Mark Collins  
Janice Pouw

**B. Matters considered**

- (i) Letter – Caulfield Activity Centre planning process
- (ii) Item 9.1 – Planning Scheme Amendment C149 – All properties within the Heritage Overlay
- (iii) Item 9.4 – 1 Sinclair Street Elsternwick
- (iv) Item 9.13 – Council Policy – Fraud & Corruption
- (v) Urgent Business
  - 10.1 - MAV State Council motion – Outdoor Smoking Regulations
  - 10.2 – Late Andrew John (Jack) Campbell
- (vi) Item 11.4 – Public Questions
- (vii) Freedom of Information Request
- (viii) Item 9.4 – 1 Sinclair Street Elsternwick

**Pre-meeting finished at 7.28pm**

**9. PRESENTATION OF OFFICERS REPORTS**

9.1	VCAT Watch
9.2	48 Thomas Street, Brighton East
9.3	Bentleigh & Carnegie Interim Height Controls extension
9.4	Transforming Murrumbeena Consultation Report
9.5	Municipal Public Health & Wellbeing Plan 2017-2021
9.6	Citizen of the Year Awards Advisory Committee Membership Report
9.7	Annual Report
9.8	Webcasting / Live Streaming of Council Meetings
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9.10	Community Engagement Policy
9.11	Council Policy – Investments
9.12	Changes to Council Instruments of Delegations
9.13	Receipt of and Response to Community Open Space Expert Panel Report
9.14	MAV State Council Motions

**ITEM 9.1 VCAT WATCH**

**Author:** *Effie Tangelakis – Coordinator Town Planning*

**File No:** *N/A*

**Attachments:** *Table of new appeals lodged*

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**PURPOSE AND SUMMARY**

To report to Council recent Victorian Civil and Administrative Tribunal (VCAT) decisions and to provide information about newly lodged appeals.

**RECOMMENDATION**

That Council notes:

1. The reported planning decisions of the Victorian Civil and Administrative Tribunal (VCAT) including the commentary provided.
2. The newly lodged planning appeals that have been lodged with VCAT.

**BACKGROUND**

The VCAT process is an integral part of the planning permit process and provides opportunity for independent review of planning decisions. It allows appellants to make changes to a proposal after Council, as the primary decision maker has determined the application. VCAT must take into consideration any relevant planning policy.

**ISSUES AND DISCUSSION**

There have been no recent decisions on applications for review at VCAT that are of notable interest.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

None

**POLICY AND LEGISLATIVE IMPLICATIONS**

None

**COMMUNICATION AND ENGAGEMENT**

None

**LINK TO COUNCIL PLAN**

Liveable and Well Designed:  
A well planned City that is a great place to live.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

N/A

**ATTACHMENT 1: TABLE OF NEW APPEALS LODGED**

<b>COMPULSORY CONFERENCE (MEDIATION)</b>	<b>FULL HEARING</b>	<b>PROPERTY</b>	<b>PROPOSAL</b>	<b>ZONE</b>	<b>COUNCIL DECISION</b>	<b>APPEAL AGAINST</b>
11 December 2017	5 December 2017	38 Tucker Road, Bentleigh	Construction of two (2) double storey attached dwellings	NRZ1	Planning Permit (DPF)	Conditions
	30 January 2018	48 Thomas Street, Brighton East	Construction of two (2) double storey dwellings	NRZ1	No decision	Failure
	20 February 2018	730-734 North Road, Ormond	Request for Extension of Time	NRZ1	Refusal (manager)	Refusal

**ITEM 9.2        48 THOMAS STREET, BRIGHTON EAST**

**Author:**            *Paul Wood, Manager Town Planning*

**File No:**            *GE/PP-30113/2016*

**Attachments:**    *Advertised plans*

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**PURPOSE AND SUMMARY**

To form a position for VCAT on a Planning Permit application.



<b>PROPOSAL</b>	Two double storey dwellings
<b>MUNICIPAL STRATEGIC STATEMENT</b>	Minimal Change Area Policy
<b>APPLICANT</b>	First Angle
<b>PLANNING SCHEME CONTROLS</b>	Neighbourhood Residential Zone
<b>OBJECTIONS</b>	1

**RECOMMENDATION**

That Council forms a position that it would have issued a Notice of Refusal to Grant a Planning Permit for Application No. GE/PP-30113/2016 for the construction of two double storey dwellings at 48 Thomas Street, Brighton East on the following grounds:

1. Unit 2 would have an adverse visual bulk impact on the amenity of the adjoining properties.
2. The proposal would not accord with the following Character Element of the Minimal Change Area Policy at Clause 22.08 of the Glen Eira Planning Scheme.
  - Street Setbacks – The inadequate front setback of Unit 1 would detract from the garden character of the area.
  - Two storey or Multiple Storey Dwellings – Unit 2 would have an adverse visual bulk impact on the amenity of the adjoining properties.
3. The proposal would not accord with the purpose of the Neighbourhood Residential Zone because the development does not respect neighbourhood character in relation to the double storey built form at the rear of the site.
4. The proposal does not satisfy the following objectives of Clause 55 (ResCode) of the Glen Eira Planning Scheme:
  - Clause 55.02-1 – Neighbourhood character.
  - Clause 55.02-2 – Residential policy.
  - Clause 55.03-1 – Street setback.
  - Clause 55.03-8 – Landscaping.
  - Clause 55.04-1 – Side and rear setbacks.
  - Clause 55.04-2 – Walls on boundaries.
  - Clause 55.04-6 – Overlooking.
  - Clause 55.05-6 – Storage.
5. The car parking layout would not adequately accord with Design Standard 1 - Accessways of Clause 52.06 (Car Parking) of the Glen Eira Planning Scheme due to the lack of full corner splays and an inadequate internal radius for access to the Unit 2 garage.

**BACKGROUND**

The application was lodged on 28 November 2016. The application was advertised from 27 April until 15 May 2017 and 1 objection was received. The applicant lodged an appeal at VCAT on 6 September 2017 against Council's failure to make a decision within 60 statutory days.

**ISSUES AND DISCUSSION**

- Zoning and policy context
- Neighbourhood character
- Height, scale and massing
- Amenity impacts
- Landscaping
- Internal amenity
- Car parking and traffic
- Objectors concerns

Proposal

- Construction of two double storey dwellings
- Unit 1 would have 4 bedrooms and Unit 2 would have 3 bedrooms
- Unit 1 would have a single garage and a tandem car space and Unit 2 would have a double garage
- Each dwelling would have a separate driveway to Thomas Street
- Unit 1 would have 72sqm of private open space and Unit 2 would have 62sqm
- The dwellings would be constructed from a variety of materials including feature concrete blockwork, timber cladding and render for the walls and a pitched metal roof
- Maximum height would be 7.45m
- Site coverage would be 48.11%
- Permeability would be 29.45%

Objectors' concerns

- Overshadowing
- Overlooking
- Reduction of daylight
- To limit planting of vegetation along the eastern side to ensure adequate daylight
- Perception of bulk from windows on the east elevation

Referrals

## Landscape Officer

- The existing tree in the front setback can be removed but larger spaces at the front and rear of the site should be provided for the planting of canopy trees.
- Tree protection measures would be required for 2 trees on the adjoining lot to the north.

## Park Services

- The street tree would not be impacted but tree protection measures would be required.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

This matter is brought to Council as the applicant has lodged an application for review with the Victorian Civil and Administrative Tribunal against Council's failure to determine the application within the prescribed timeframe and given that there is an objection to the application.

**POLICY AND LEGISLATIVE IMPLICATIONS**

Zoning and policy context

The site is located in the Minimal Change Area where the policy suggests a maximum of two dwellings on each lot. It is policy to strongly discourage double storey dwellings at the rear of a site as this would adversely affect the amenity of the adjoining rear yards due to visual bulk and mass impacts, where this is not a key part of the existing character.

Neighbourhood character

The site is located in an area where the neighbourhood character comprises mainly single and double storey dwellings with limited examples of medium density housing. Canopy trees and other landscaping are provided in most rear and front yards. The housing stock is from a range of eras, predominantly mid-late Twentieth Century, and there is a variety of architectural styles.

While double storey dwellings are not uncommon, upper floors are generally limited in extent and are not visually dominant when viewed from adjoining properties. In this case, the upper floor of Unit 2 would extend beyond the building envelopes of adjoining development to the north and south and be adjacent to their rear yards. Unit 2 would also be prominent when viewed from the western side of the objector's dwelling to the east.

Given the above, it is considered that the design response would not respect the open rear yard character of the neighbourhood.

Height, scale and massing

The 7.4 metre height of Unit 1 is considered to be acceptable and is less than 9 metres which is the limit for the Neighbourhood Residential Zone. Whilst the 6.7 metre height of Unit 2 would also be less than 9 metres, with compliant side setbacks, its bulk and massing would adversely affect the amenity of the adjoining rear yards and the side of 2 McLean Avenue.

The proposed 5.7 metre ground floor front setback of Unit 1 is less than the required 7.6 metre average of the setbacks of the dwellings to the north and south. In conjunction with the 5.9 metre first floor setback, it is considered that Unit 1 would be visually prominent and would adversely affect the streetscape.

Amenity impacts

The key issue in relation to this application is the location and extent of the upper floor of Unit 2 which would adversely affect the amenity of the adjoining properties due to visual bulk.

The length of the boundary walls on the northern side of the site exceeds the ResCode standard of 3.2 metres and would therefore reduce the amenity of the adjoining properties.

Overlooking of adjoining properties would be possible because screening for the first floor habitable room windows has not been shown.

Landscaping

Due to the proposed minimal front setback and the scale of Unit 2 at the rear of the site and a rear easement, there is limited space for the planting of canopy trees. Larger front and rear setbacks are needed to improve landscaping opportunities.

Internal amenity

The dwellings would provide a suitable level of amenity for future residents with good access to sunlight and daylight and adequate private open space. However, the required 6 cubic metres of convenient, externally accessible storage has not been shown on the plans.

Car Parking and Traffic

Car parking provision would be adequate and complies with planning scheme requirements. Two car spaces would be provided for each dwelling. However, the bend in the driveway to Unit 2's garage would not have the required 4 metre internal radius and would not allow convenient access. Furthermore, the corner splays are shown but are partly outside the lot boundaries.

**COMMUNICATION AND ENGAGEMENT**1. Public Notice (Statutory)

- 9 properties notified
- 12 notices sent (owners and occupiers)
- 1 sign erected on site
- 1 objections received

2. **Planning Conference (Non Statutory)**

No Planning Conference was held in relation to this application.

**LINK TO COUNCIL PLAN**

Liveable and Well Designed:

A well planned City that is a great place to live.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

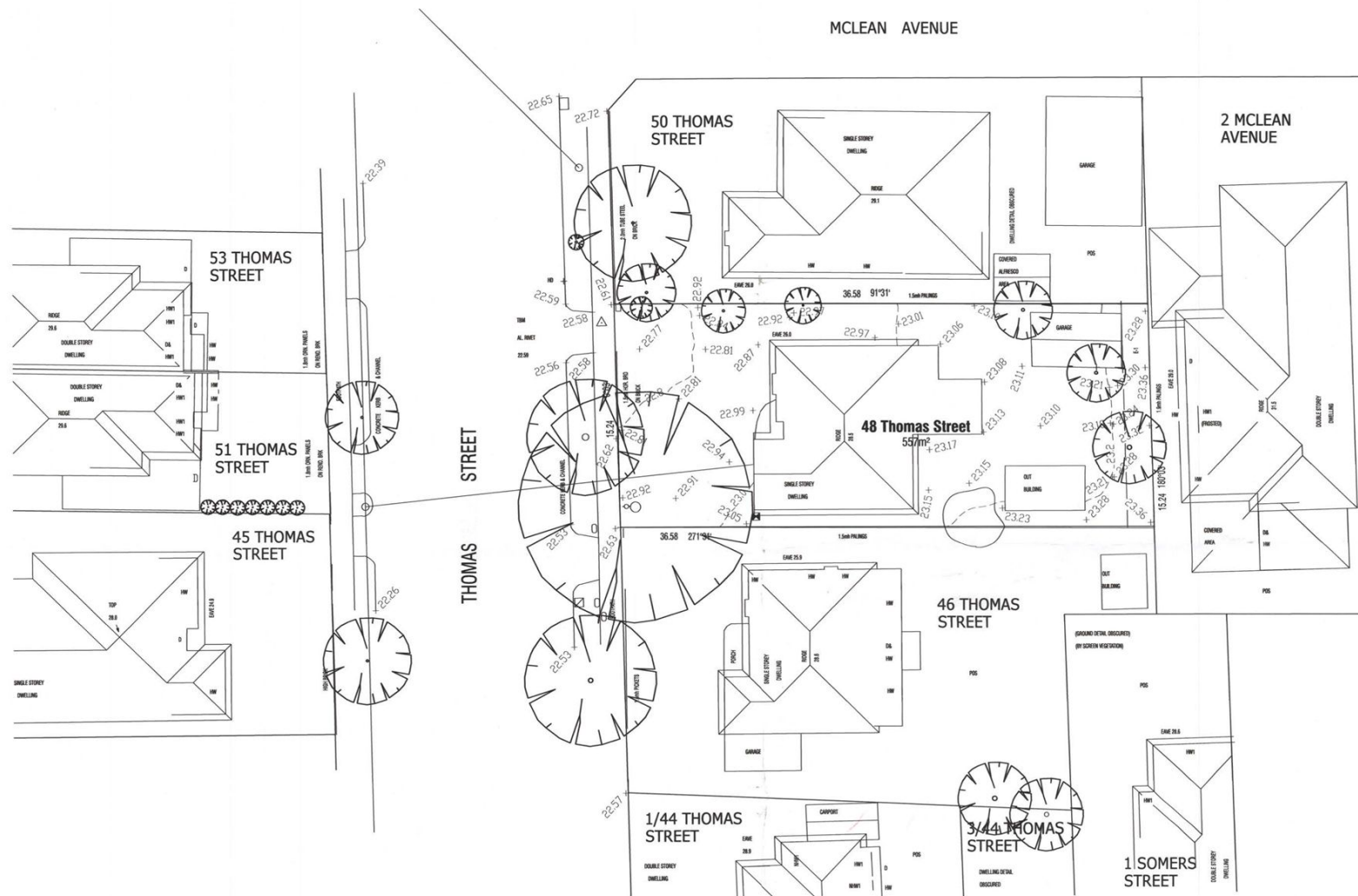
**CONCLUSION**

That Council form a position for VCAT that had it been in a position to determine the application, it would have issued a Notice of Refusal to Grant a Planning Permit.

# ADVERTISED PLAN

5 OF 16

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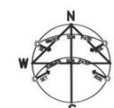
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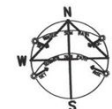
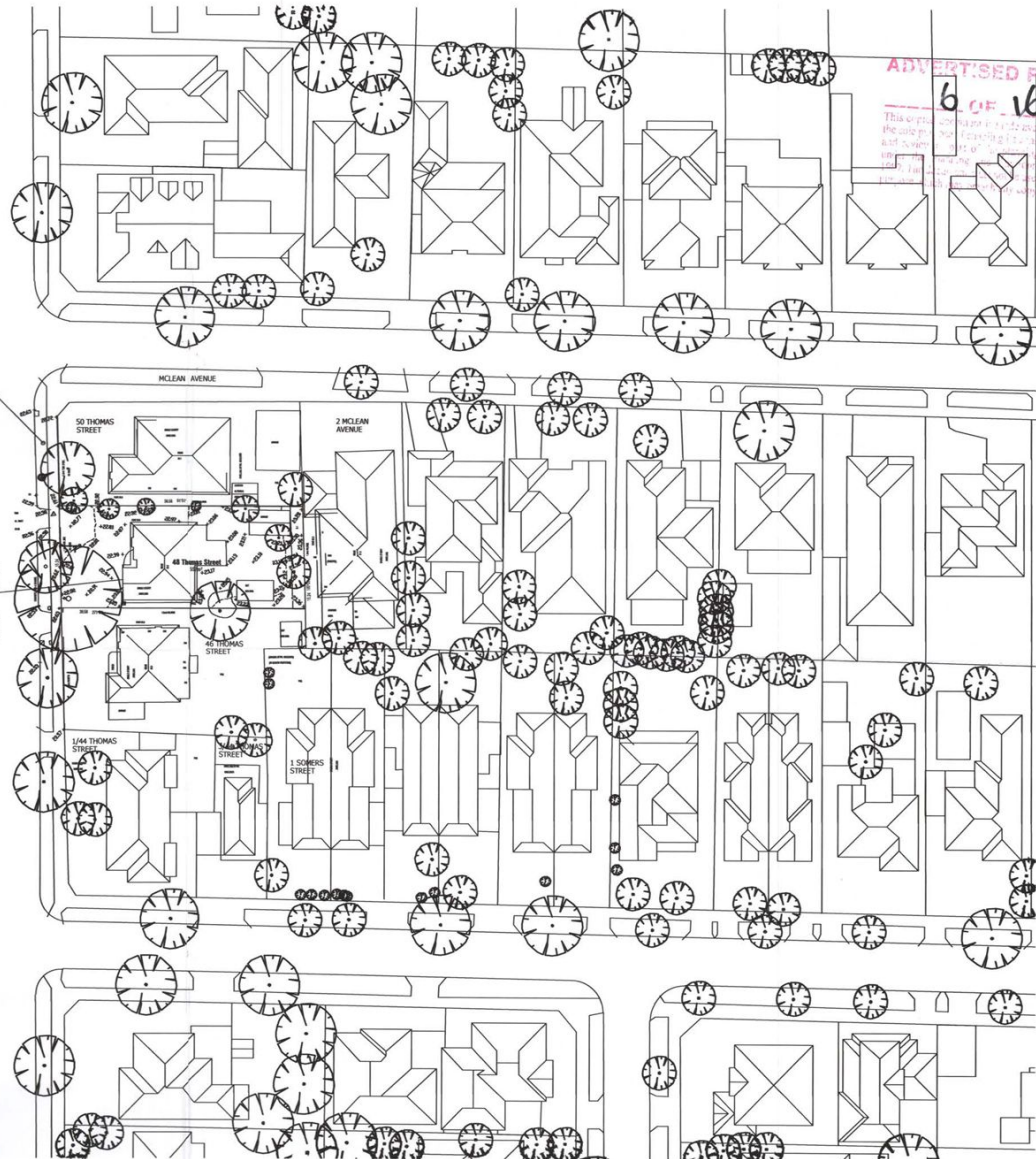
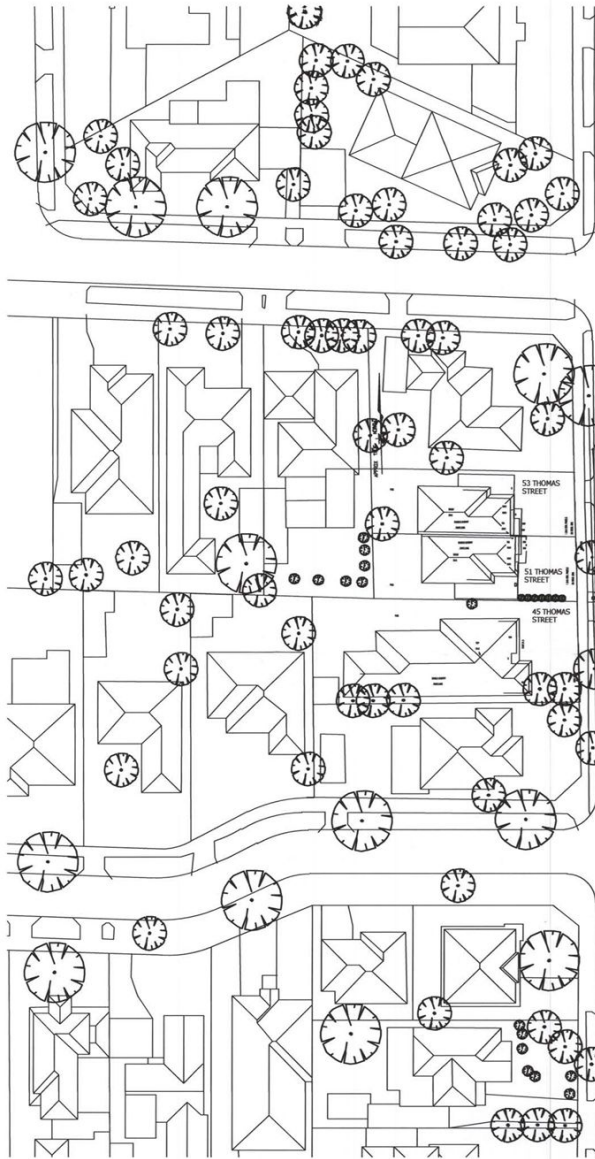


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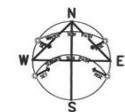
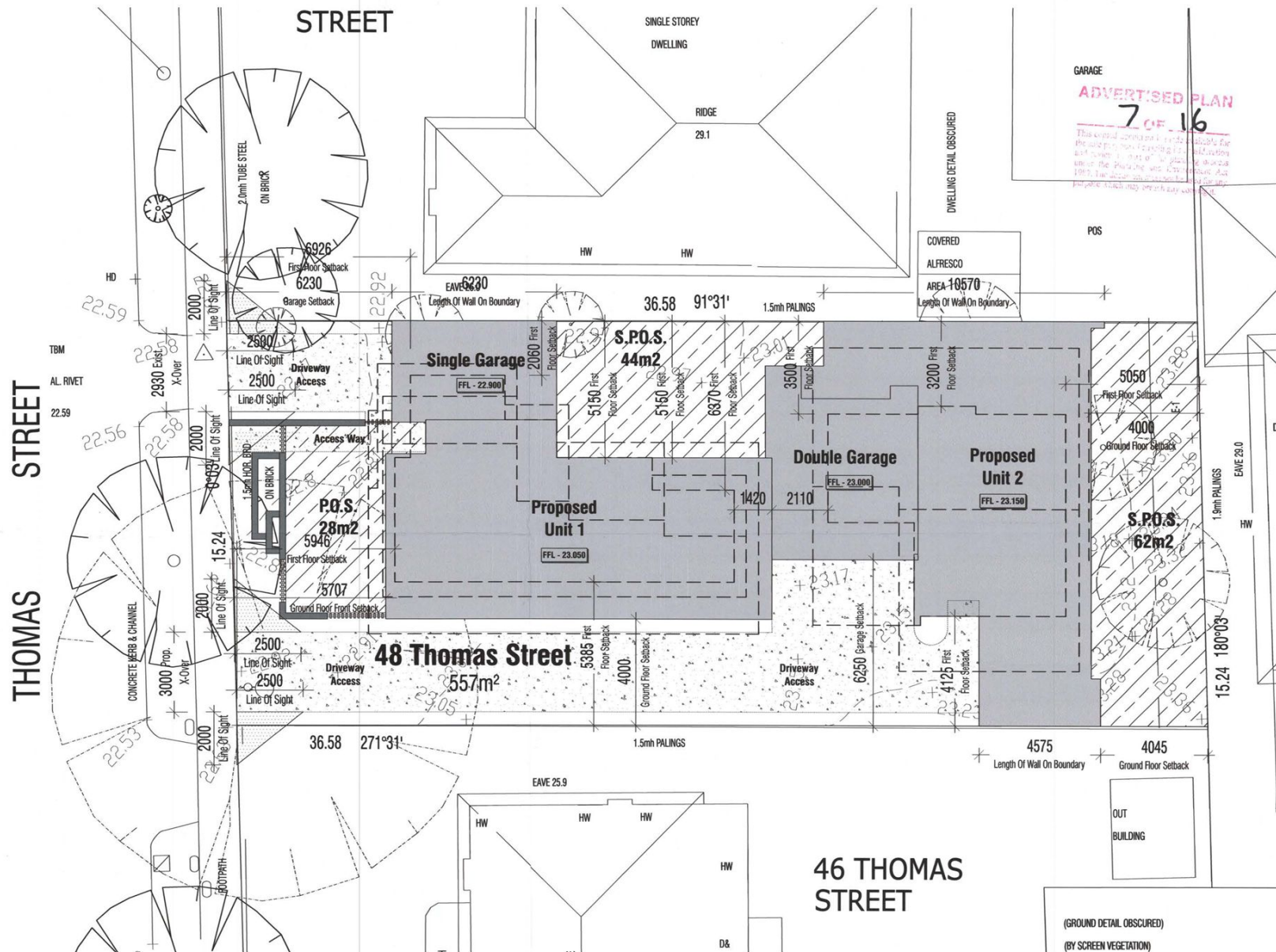


AREA SCHEDULE			
Site Coverage:			
Site Area	557.00m <sup>2</sup>		
Townhouses	268.00m <sup>2</sup>	48.11%	
Impermeable Surfaces Coverage:			
Townhouses	268.00m <sup>2</sup>	48.11%	
Drive/Paths	125.00m <sup>2</sup>	22.44%	
TOTAL	393.00m <sup>2</sup>	70.55%	

PARKING SCHEDULE	
Car Parking Provisions:	
Townhouse 1	2 Spaces Provided
Townhouse 2	2 Spaces Provided

Unit 1 - Areas Schedule	
Ground Floor	95.00m <sup>2</sup>
First Floor	70.00m <sup>2</sup>
Porch	4.00m <sup>2</sup>
Garage	23.00m <sup>2</sup>
TOTAL	192.00m <sup>2</sup>

Unit 2 - Areas Schedule	
Ground Floor	100.00m <sup>2</sup>
First Floor	57.00m <sup>2</sup>
Porch	4.00m <sup>2</sup>
Garage	36.00m <sup>2</sup>
TOTAL	197.00m <sup>2</sup>



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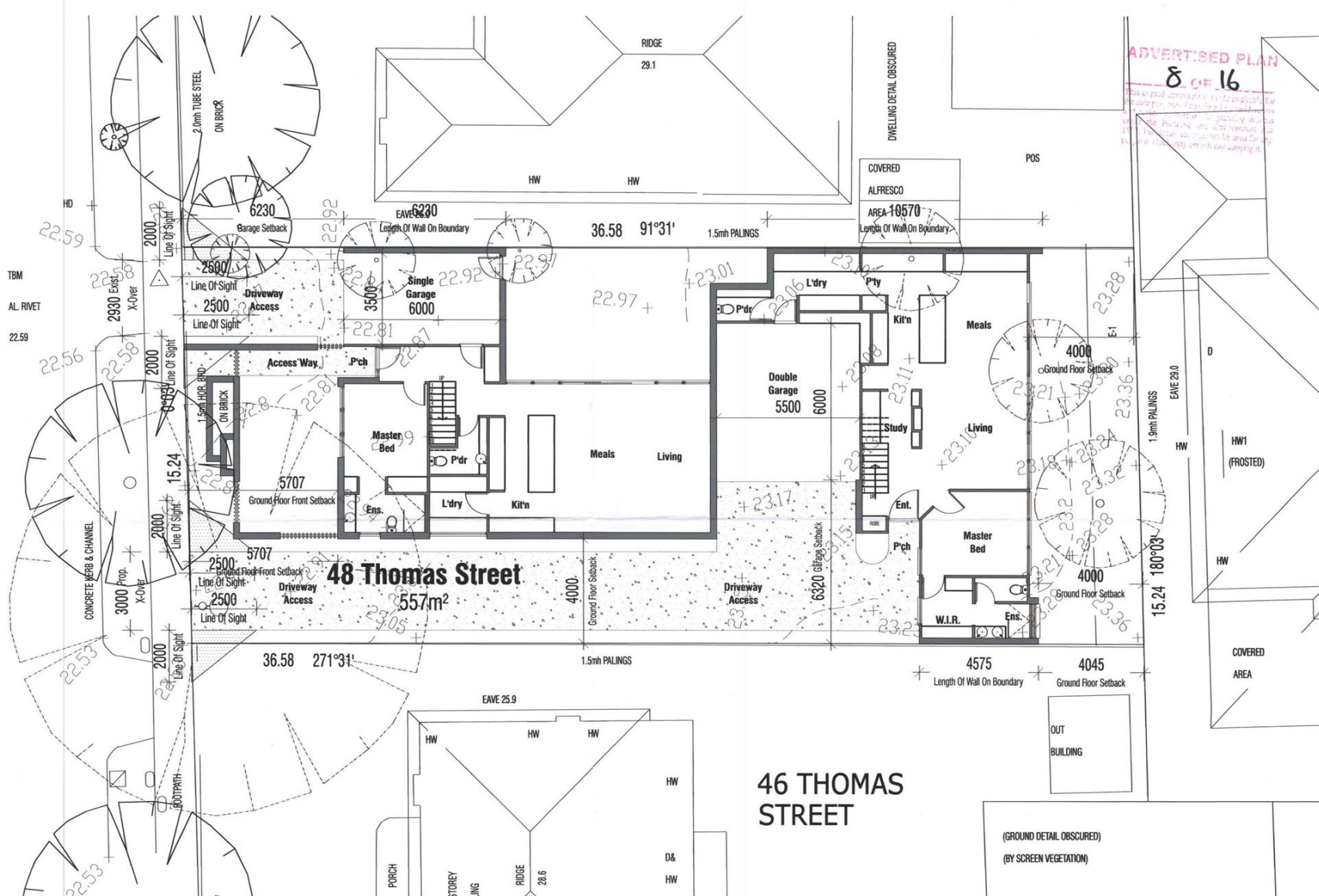
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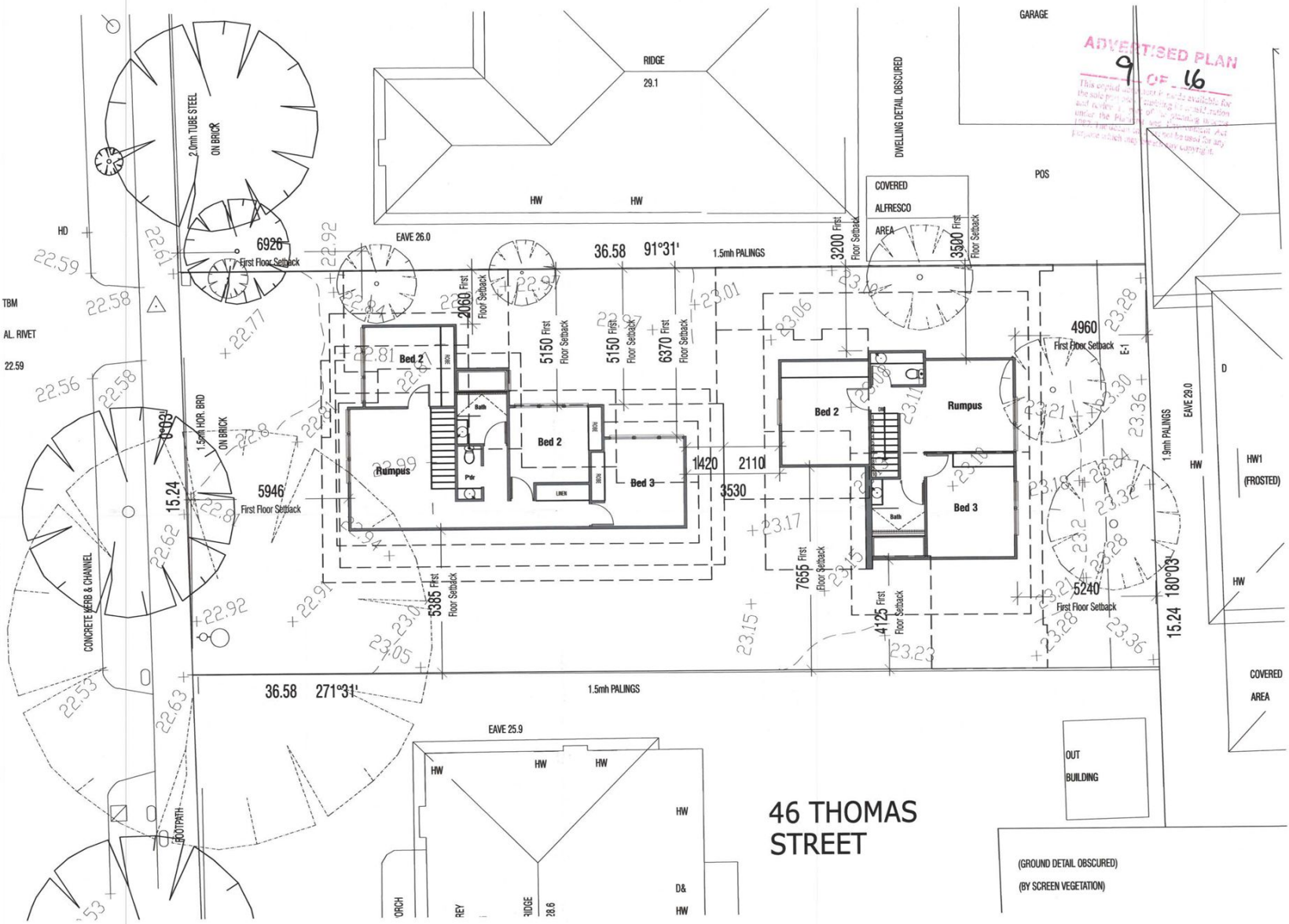
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THOMAS STREET



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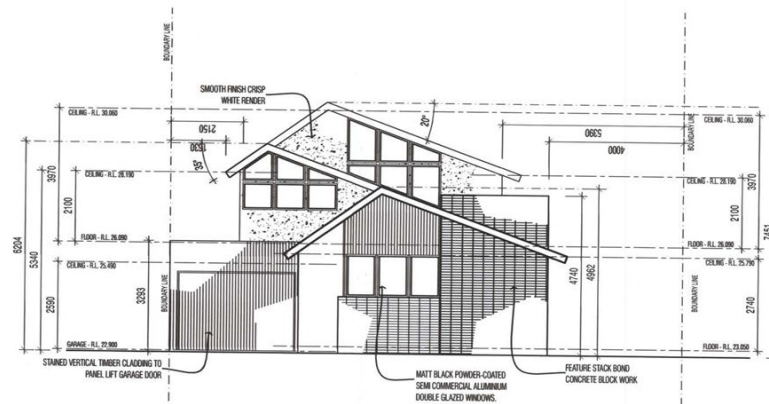
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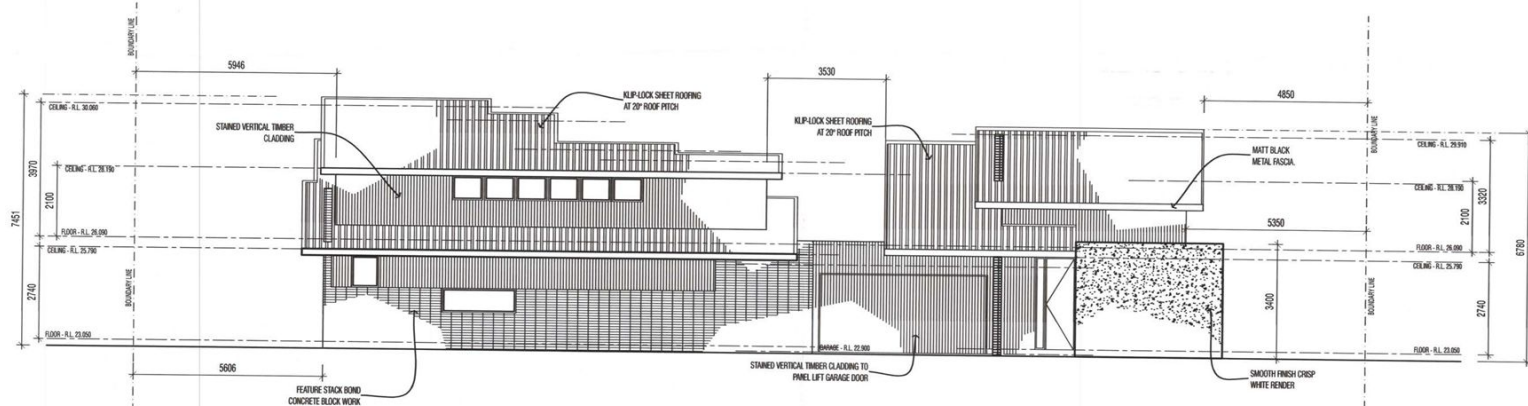
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**Proposed West Elevation**



**Proposed South Elevation**

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Proposed West & South Elevations  
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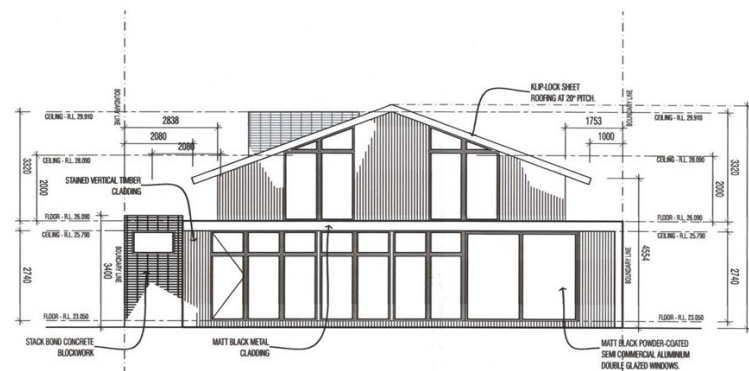
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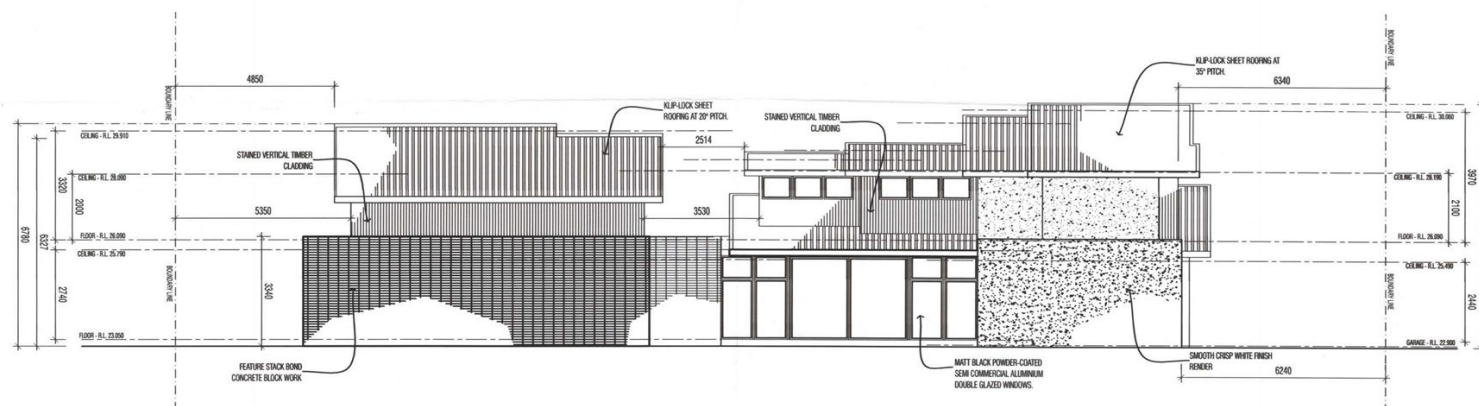
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Proposed East Elevation



Proposed North Elevation



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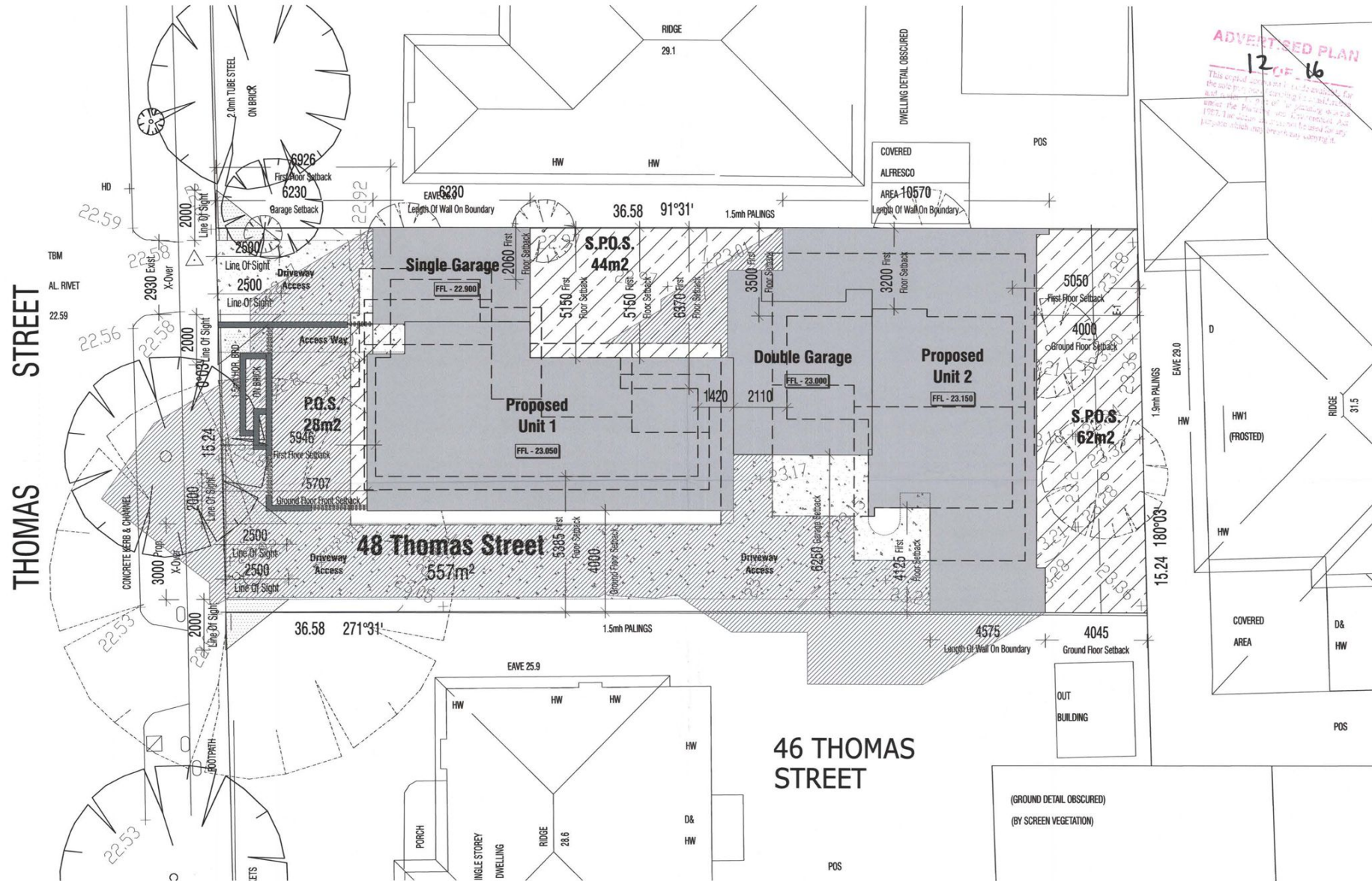


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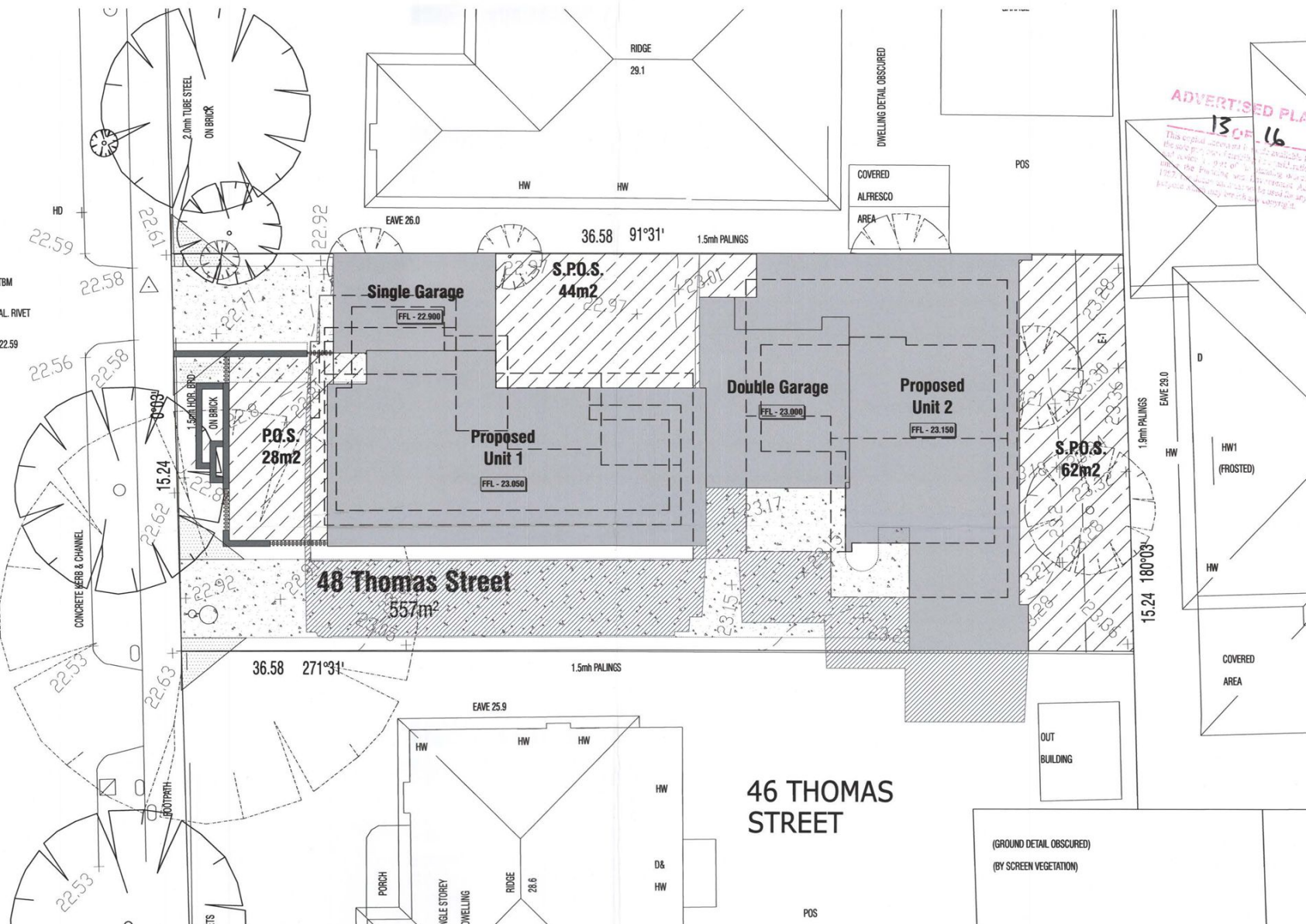
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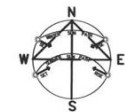


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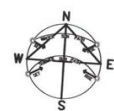
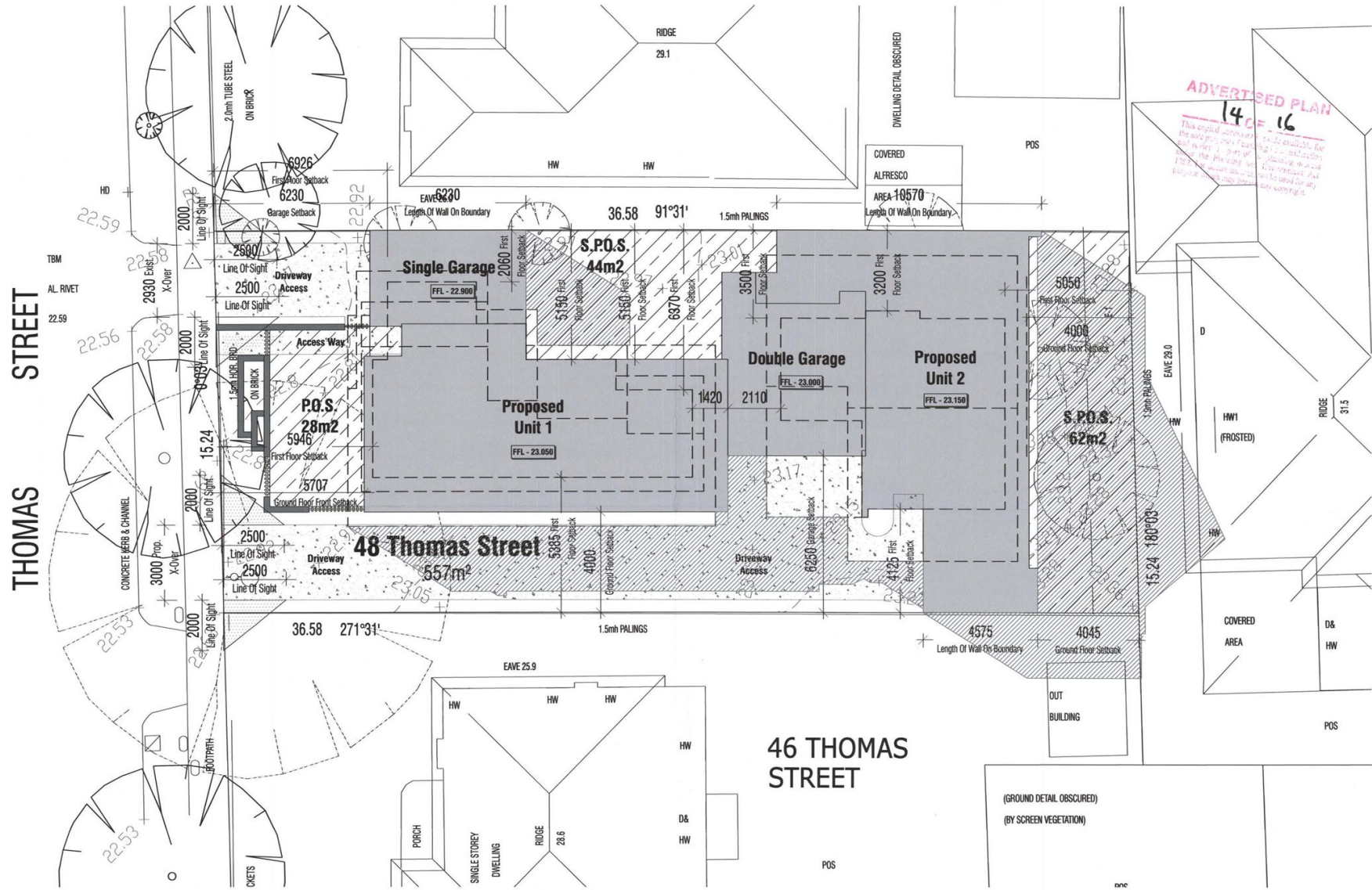
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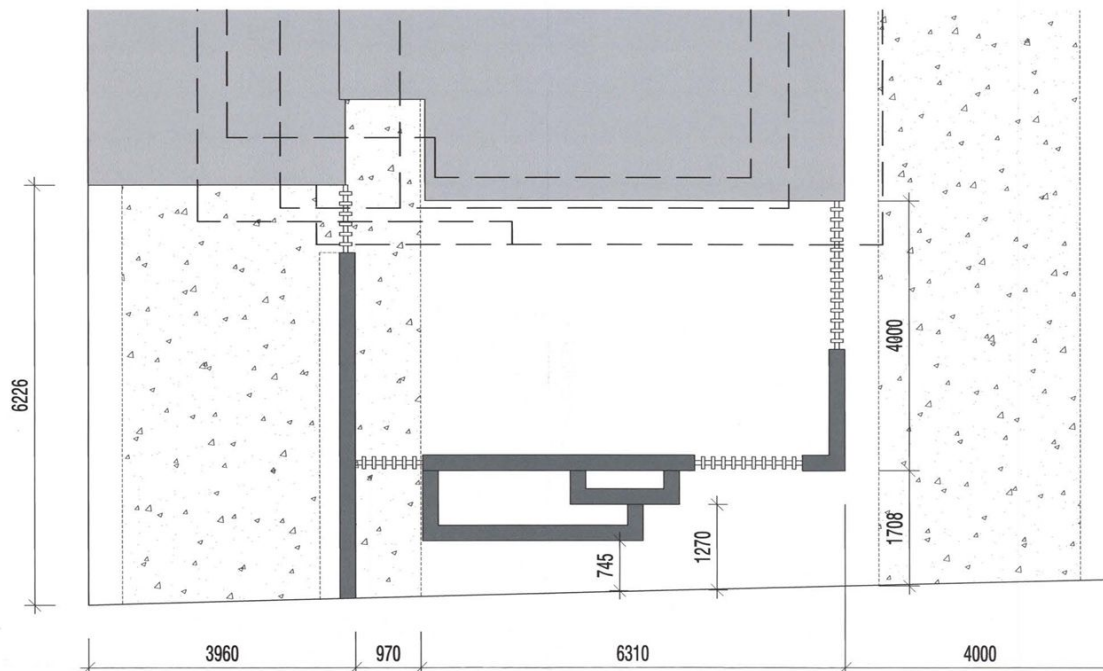


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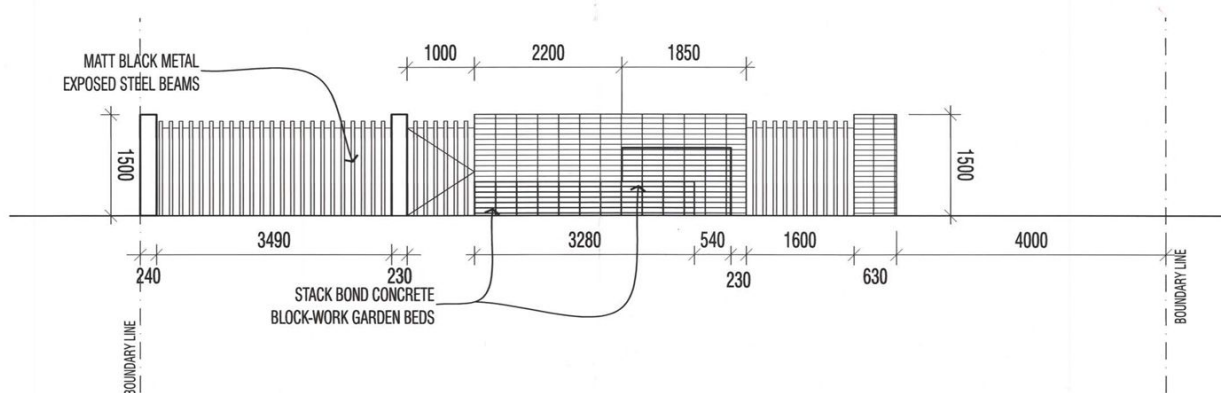
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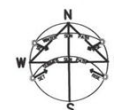
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Proposed Front Fence Plan View



Proposed Front Fence Elevation





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**ITEM 9.3            BENTLEIGH & CARNEGIE INTERIM HEIGHT CONTROLS  
EXTENSION**

**Author:**            *Aidan Mullen, Manager City Futures*

**File No:**            *N/A*

**Attachments:**    *N/A*

---

**PURPOSE AND SUMMARY**

This report seeks to revise the timeframe for Council's current structure planning work in order to respond to emerging community concern about the time in which to provide feedback and a to enable a greater understanding of municipal-wide dwelling forecasts.

Based on revised timeframes, this report seeks Council's permission to request an extension to the current interim height controls over Bentleigh and Carnegie activity centers. This report also seeks Council's permission to request minor updates to the planning scheme that have been raised through consultation.

**RECOMMENDATION**

That Council:

1. revises their adopted timeframes for the Carnegie, Bentleigh and Elsternwick Structure Plan program to extend consultation to a 6 week process between 30 October and 11 December 2017.
2. revises the adopted timeframes for the East Village Structure Plan program to begin a 4 week consultation process between 18 November and 18 December 2017.
3. receives a report for consideration of adoption of these four structure plans along with Quality Design Guidelines in February 2018.
4. requests the Minister for Planning to approve a 12 month extension of the Carnegie and Bentleigh interim height controls in accordance with Section 20(A) of the *Planning and Environment Act 1987*.
5. requests the Minister for Planning to correct a minor error regarding a Public Acquisition Overlay (PA04) applied to 93 Mimosa Road and 11 Mile End Road for future Public Open Space in accordance with Section 20(A) of the *Planning and Environment Act 1987*.
6. requests the Minister for Planning to correct a minor word error in the Minimal Change Policy Clause 22.08-3.1 in accordance with Section 20(A) of the *Planning and Environment Act 1987*.

**BACKGROUND**

Following an extensive review of the Glen Eira Planning Scheme, Council adopted a four year work plan on 9 August 2016. At the following Council meeting on 30 August 2016, Council resolved to seek the Minister's approval for new interim height controls over the commercial areas in Bentleigh and Carnegie activity centres.

In order to deliver the priority areas of the Planning Scheme Review, mainly Structure Plans and Design Guidelines, Council committed to a 12-18 month engagement program at the Council Meeting on December 2016.

On 4 April 2017 the Minister introduced interim height controls over Bentleigh and Carnegie in response to Council's request. These controls are scheduled to expire on 31 December 2017 which aligns with Council's currently adopted structure plan timeframes.

## ISSUES AND DISCUSSION

### Revised Structure Plan Timeframes

Following Council's adoption of the current structure plan timeframes, Officers have been committed to delivering meaningful engagement and high quality strategic work over a short 12 month period. The final Draft Structure Plans are scheduled for consultation in September and October with Council to consider adoption in December 2017.

The most recent round of engagement ran over a five week period between 26 July and 3 September 2017 with 480 submissions received (130 submissions for Bentleigh, 120 submissions for Carnegie and 217 submissions for Elsternwick, as well as another 13 separate submissions for the Quality Design Principles).

Forums were held in each centre with 58 people attending the Bentleigh forum, 78 attending the Carnegie forum and 88 attending the Elsternwick forum. As well as the forums, Council Officers were present at the Bentleigh, Carnegie and Elsternwick libraries over 12 days to answer specific questions regarding the draft concept plans.

Although consultation has been building over a number of stages since December 2016, importantly this most recent stage was the first time the community has considered new building plans for Bentleigh, Carnegie and Elsternwick. As such, this round of consultation is where the future plans start to become a lot more tangible to residents and landowners in these centres and for many, this round of consultation was their first time of engagement.

Apart from specific feedback on the proposals within the structure plans, there has been community feedback regarding the overall process including:

- Requests for city-wide dwelling forecasts that inform the structure planning
- Improved communication to all residents and landowners within the study area for the next stage of engagement
- An appropriate level of detail for best consideration of positive and negative impacts of the proposals
- Ensure the next round of consultation period allows affected parties enough time to read through the released information in detail, attend information sessions and provide a response to Council.

Officers believe it is important for these community concerns to be addressed however, to do so, the adopted timeframes will need to be amended. As such, it is proposed to move the next round of consultation to now run between 30 October and 11 December 2017 for Bentleigh, Carnegie and Elsternwick activity centres. The next East Village structure plan consultation is now proposed to run between 18 November and 18 December 2017.

These amended dates mean that a Council report for consideration cannot now be made in December 2017 and will need to now occur in February 2018.

If Council adopts the Structure Plans in February 2018, Officers will then prepare the detailed planning scheme amendment. Timeframes for an amendment process this large can be difficult to predict, however an assumed timeframe is outlined below:

<b>2017</b>	
30 October – 11 December	Bentleigh, Carnegie and Elsternwick Stage 6 consultation Quality Design Guidelines consultation
18 November – 18 December	East Village Structure Plan consultation
<b>2018</b>	
February	Ordinary Council Meeting – Consider Adoption of Structure Plans, Quality Design Guidelines and an updated Activity Centre, Housing and Local Economy Strategy
March - May	Prepare Amendment to implement the above adopted policies including updating the Municipal Strategic Statement, Local Policies and zone schedules, as well as introducing new controls over structure plan areas.
June	Ordinary Council Meeting – Request authorisation from Minister (including new interim height controls over Bentleigh, Carnegie and Elsternwick based on proposed amendment)
July	Receive authorisation from Minister, prepare exhibition (15,000+ letters)
August - October	Public Exhibition – 6 weeks
October - November	Review submissions and prepare Council report
December	Ordinary Council Meeting – Consider submissions and request Panel
<b>2019</b>	
January	Directions hearing for Panel late January
February - March	Panel late February
April	Receive Panel report with recommendations
May - June	Ordinary Council Meeting – Consider Panel Report and Request Minister Approval
June onwards	Await Minister's decision

It is important to note that this process involves:

- A formal public exhibition and consultation process
- Seeking new interim height controls based on the adopted Structure Plans

#### Extension of Interim Height Controls in Bentleigh and Carnegie

The interim height controls that have been approved by the Minister are based on Council's adopted timeframes. Given the proposed extension of consultation dates, it is recommended that Officers prepare an amendment request to extend the current interim height controls at Bentleigh and Carnegie in line with the new timelines.

It is proposed that updated interim controls would be lodged with the Planning Minister at the same time that Council seeks authorisation for the Structure Plan amendment. Based on the preliminary timeframe outlined earlier in this report, this is expected to occur in June 2018.

A 12 month extension from the current expiry date (31 December 2017) would allow for:

- the Amendment application to be made in June 2018
- appropriate time for the Minister to consider the request and make a decision
- Any delays due to State Government election

In order for the current controls to be extended in the most expedient manner it is proposed that no changes are made to the current controls other than the expiry date. However, it is noted that new interim controls that reflect a future adopted structure plan will be lodged when an Amendment is sought in 2018.

#### Other Edits to the Planning Scheme

As part of the recent consultation process, two minor issues with the current wording of the Glen Eira Planning Scheme have been identified. It is proposed that these minor issues are also requested to be addressed by a fast track process.

These two issues are outlined below:

#### *Minimal Change Policy*

Recently the State Government amended the Neighbourhood Residential Zone to remove the state wide cap of two dwellings per residential lot within this zone and replace it with a new 'minimum garden area' requirement.

Glen Eira has had a long standing local policy for the Minimal Change Areas affected by the Neighbourhood Residential Zone. Given recent changes to the zoning schedule, it is very important that this policy continue to outline Council's clear intent to protect and enhance the low-rise change character within these areas and outline clear decision guidelines for when considering new planning applications.

As part of the Quality Design Guidelines work, Officers have recently become aware of a minor technical error in the policy wording. Within the application section of the policy (22.08-3.1, page 12 of 16) the third dot point refers to the '*General Residential Zone*' rather than the '*Neighbourhood Residential Zone*'.

Within the policy (under *Where does this policy apply?*) it is clearly stated that the policy applies to *all residential development requiring a planning permit on land in a Neighbourhood Residential Zone* and is therefore an error that requires correction.

Minor technical errors such as these are often resolved by the Minister (through the Department) by amending the Planning Scheme without requiring exhibition. It is proposed that Officers prepare an amendment request to amend the wording as this is an obvious technical error.

#### *93 Mimosa Road and 11 Mile End Road, Carnegie*

As part of the Carnegie Structure Plan work, officers have recently become aware of a minor technical error in the study area.

The properties at 93 Mimosa Road and 11 Mile End Road, Carnegie currently have a Public Acquisition Overlay (PAO4) applied to them for the purpose of Council acquiring the properties in the future for public open space. Whilst the zoning map shows the Public Acquisition Overlay, a Schedule in the Planning Scheme, which lists all types of PAOs, does not include the PAO4 which is specifically for the purpose of Public Open Space.

In the same way as the above technical error for the Minimal Change Area Policy, it is proposed that Officers prepare an amendment request to fix this technical error.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

N/A

**POLICY AND LEGISLATIVE IMPLICATIONS**

As outlined in this report, it is proposed that Council seeks to request an amendment to the Glen Eira Planning Scheme for the four specific changes below:

- Extend the current interim height controls in Bentleigh by 12 months
- Extend the current interim height controls in Carnegie by 12 months
- Amend wording error in Minimal Change Area Policy
- Amend schedule error in Public Acquisition Overlay

**COMMUNICATION AND ENGAGEMENT**

As these amendments are administrative, it is proposed that no engagement or formal public exhibition process is required. This is in line with the Minister's powers as outlined in Section 20(A) of the *Planning and Environment Act 1987*.

However, it is proposed that if Council resolves to seek these amendments the following communication would occur:

- Inform the Bentleigh and Carnegie communities of the updated timeframes and changes to the interim controls through the various communication channels that are currently being used for the purpose of Structure Plan engagement
- Inform Glen Eira community of amendment to Minimal Change Area Policy through media release and on Council's website
- Notify owners of 93 Mimosa Road and 11 Mile End Road through a written letter

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**LINK TO COUNCIL PLAN**

Theme One – Liveable and Well Designed

2 Encourage Development that Benefits the Community

3 Proactively Plan for and Manage Change within our Urban Places

**CONCLUSION**

This report seeks to extend the interim height controls to allow Council to undertake appropriate consultation and preparation of the important Structure Plan work. This report also seeks to make minor amendments to the Glen Eira Planning Scheme to ensure that the intent of the Minimal Changes Area Policy is retained and that the Public Acquisition Overlay accurately reflects identified Public Open Space.

---

**ITEM 9.4            TRANSFORMING MURRUMBEENA CONSULTATION REPORT**

**Author:**            *Rachel Ollivier, Group Manager Property, Environment & Sustainability*

**File No:**            *N/A*

**Attachments:**    **1 – Mailout letter to residents regarding latest consultation**  
                          **2 – Comments in full from “Have your say” discussion board**  
                          **3 – Feedback received by email, phone and other channels**  
                          **4 – Summary written feedback from information session**  
                          **5 – Local Area Traffic Management Plan**

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**PURPOSE AND SUMMARY**

To present the community feedback received from the *Transforming Murrumbeena Together* consultation, on the options for Neerim Road and the proposed link road. This report outlines 5 refined options based on the feedback for Councillors consideration and to provide direction.

**RECOMMENDATION**

That Council adopts Option 4 of the report - *Two way traffic on Neerim Road, tree avenue planting, link road* and

1. Implements the proposed local area traffic management treatments (shown in yellow in attachment 5) as part of the works;
2. Commences planning to implement additional local area traffic treatments (shown in orange in attachment 5) including seeking VicRoads approval; and
3. Writes to the Minister for Public Transport, The Hon Jacinta Allan MP and Kevin Devlin, CEO of the Level Crossing Removal Authority (LXRA) requesting that the proposed Integrated Development Opportunity be shifted to the east to allow the creation of a village green in the heart of Murrumbeena consistent with recent community consultation.

OR

That Council adopts Option 5 of the report - *Two way traffic on Neerim Road, southern tree line planting, no link road* and

1. Commences planning to implement additional local area traffic treatments on Murrumbeena and Neerim Road only (shown in orange) and Railway Parade (shown in yellow in attachment 5) including seeking VicRoads approval where required; and

2. Writes to the Minister for Public Transport, The Hon Jacinta Allan MP and Kevin Devlin, CEO of the Level Crossing Removal Authority (LXRA) requesting that:
- a) That the land set aside for the construction of the link road be used to create additional parking; and
  - b) The proposed Integrated Development Opportunity be shifted to the east to allow the creation of a village green in the heart of Murrumbeena consistent with recent community consultation.

## BACKGROUND

Murrumbeena is changing, with new developments, level crossing removals and station works.

With the State Government's level crossing works now underway in Murrumbeena, Council wants to support our community through this period and help create a better shopping centre in the long term.

To explore how to best to integrate these significant changes into the Murrumbeena Village shopping strip, Council has been consulting with the community through several stages since November 2016.

### Earlier consultation stages to develop a vision and explore broad concepts

Between November 2016 to February 2017 we asked 'what you love about your shopping strip?'. This helped us to form a long term community vision for Murrumbeena:

*Murrumbeena will be a leafy and green local centre with a strong community and environment focus. With a mix of local businesses to meet residents' daily needs, the accessible, pedestrian-friendly centre will maintain a safe village feel and embrace its local history.*

In this first stage: 'Tell us what you love about your shopping strip' - we heard:

- More plants, vegetation and street scaping and pedestrian crossings.
- Value amenity.
- Foster a variety of local businesses.
- Lack of medical services.
- Better transport linkages.
- Oppose multi-storey apartments and new developments.

In stage two of our consultation (March to April 2017): 'Transforming our neighbourhoods together' — Council shared four broad concept ideas designed to help achieve the vision along with a range of possible variations about detailed issues such as intersection treatments.

Many respondents supported introducing a green town square and strengthening Murrumbeena's village feel, as well as strengthening the connections with local open spaces.

This has been a consistent theme throughout all stages of consultation and has informed Councils advocacy with the LXRA and Government with a particular focus on the location of the planned Integrated Development Opportunity site currently proposed within the Murrumbeena commuter car park.

One of the concept ideas was transitioning Neerim Road to a pedestrian friendly centre. Some respondents saw this as an opportunity to revive the centre and create a distinct identity for Murrumbeena. They supported changes to make the shopping strip a safer, more pedestrian and cyclist friendly centre. Some also liked the idea of allowing cafes/restaurants to extend their businesses further into the street.

Many strongly opposed the concept – in particular a full closure of Neerim Road and the inclusion of the link road. The main concerns were around increased traffic in local streets, the inconvenience for local residents, and access and pedestrian safety, especially around Murrumbeena Primary School.

There was concern that changes to traffic movement and reduced access to parking might have a negative effect on traders who rely on passing traffic.

In stage two: 'Transforming our neighbourhoods together', the key concerns were:

- Maintaining or increasing the number of car spaces for both commuters and visitors.
- Minimise the impact on local traders and continue to support them.
- Increased traffic on local streets that are not equipped to take more traffic.
- Pedestrian safety — particularly Murrumbeena Primary School students and other children.
- Changed travel patterns which may cause an unnecessary disruption to the community's day-to-day activities.

We also received feedback that people wanted wider consultation, access to more information and more specific plans with detail on items such as location of bus stops.

From May to June 2017, Council consulted on its Activity Centre strategy for the whole of the municipality, which has since been adopted. This incorporated the vision for Murrumbeena.

#### Further streetscape design consultation August and September 2017

The feedback from stage two resulted in some design challenges. It quickly became clear that fitting in more trees and more parking, and leaving Neerim Road as two way wasn't going to be possible - and that whatever decision Council made, there would need to be tradeoffs.

Council decided it was important to seek further community feedback on more refined options. This was viewed as particularly important considering the community requests for further consultation and more detailed plans.

The feedback from stage two was used to narrow down the broad concepts to two more detailed concepts for further consultation. The broad concept of full pedestrianisation of Neerim Road at the shops was not explored further.

Two concepts (refer to designs included in the mailout in **attachment 1**) were developed in more detail and incorporated elements aimed to address key priorities and concerns raised by the community. The key improvements in each were:

Design one – exploring Neerim Road with one way traffic to create a pedestrian area

- Addition of significantly more car parking
- Careful design of the Ardyne and Railway Pde intersection to both avoid restricting local resident's access and make rat running undesirable.
- Improved pedestrian crossings, particularly to Murrumbeena Primary School at the Hobart and Neerim Road intersection

Design two – introducing trees and greenery into a 2 way streetscape with no link road

- Addition of trees and greenery into the streetscape
- Maximisation of car-parking including addition of a couple more
- Improved pedestrian crossings, particularly to Murrumbeena Primary School at the Hobart and Neerim Road intersection

#### *Specialist advice to address key concerns*

To ensure that concerns raised by the community in stage two were considered fully and wherever possible addressed through design, Council sought specialist advice on traffic, economic development and urban design. Three specialist consultants were engaged to review the two proposed designs independently and outline the benefits and impacts of each (the technical reports are available on the “*have your say website*”: <http://www.haveyoursaygleneira.com.au/Murrumbeena/documents> ).

These consultant reports were available to residents in full on Council’s website. Residents were invited to speak directly to the consultants at Council’s information session in August.

#### Promotion and consultation

Promotion of the consultation process was designed to ensure the community had the opportunity to take part in a variety of ways. Promotion included:

- Direct mail to 8,000 households (refer to **attachment 1**)
- Email notification to participants in stage one and two who requested to be kept informed
- Meetings and/or phone calls with key stakeholders including the traders association and Murrumbeena Primary School
- Large signage in Murrumbeena shopping centre
- Adverts in the local Leader newspaper

The community was invited to provide comments in a number of ways, whichever was most convenient for them including online discussion boards, email, mail, or written on card or in person as part of the information session.

The feedback received during the consultation period through the various channels is attached. A video of the information session can be viewed and a summary of feedback received by officers is attached (refer to **attachment 3**).

## ISSUES AND DISCUSSION

#### Design options further developed

Based on community feedback from consultation and considering specialist advice, officers have further developed the designs for consideration. Five design options are outlined.

- Design 1 and 2 are substantially similar to those that were released during stage four of the community consultation, with some minor changes from feedback incorporated.
- Design 3 and 4 are both further hybrids of design 1 and 2. They were developed to reflect the community feedback for 2 way access on Neerim Road and additional technical advice.

- Design 5 was developed as an alternative arrangement to option 2.

All five design options discussed in this paper include some on street car parking that doesn't currently exist as the LXRA has confirmed that the commuter car will have only one driveway to access it from the Neerim Road shops, which will free up some space.

#### Summary of main benefits and impacts

	Benefits	Impacts	Overall
<b>Design option 1 – Avenue planting, one way Neerim Road, link road</b>	<ul style="list-style-type: none"> <li>• Introduce taller trees on South side of street</li> <li>• 22 additional car parks</li> <li>• Large pedestrian precinct at South Western end of Neerim Road.</li> </ul>	<ul style="list-style-type: none"> <li>• One way on Neerim Road would increase traffic using Western part of Railway Pde and Melbourne St.</li> <li>• Buses move to Murrumbeena Road &amp; Railway Pde</li> </ul>	✓✓ Parking ✓✓ Trees ✓✓ Traffic ✓✓ Pedestrians ✓✓ Economic development
<b>Design option 2 – Central planting, two way Neerim Road, no link road</b>	<ul style="list-style-type: none"> <li>• 7 additional car parks</li> <li>• Introduce taller trees in central planting (along the centre of Neerim Road)</li> </ul>	<ul style="list-style-type: none"> <li>• Equal longest delays of the options for traffic in all directions at Murrumbeena and Neerim Road intersection</li> <li>• Central planting means it's not possible to pass a parking car</li> <li>• Buses remain on Neerim Road impacting car park and footpath trading opportunities</li> </ul>	✓ Parking ✓✓ Trees - Traffic - Pedestrians ✓ Economic development
<b>Design option 3 – Central planting, two way Neerim Road, link road</b>	<ul style="list-style-type: none"> <li>• 12 additional car parks</li> <li>• Introduce taller trees in central planting (along the centre of Neerim Road)</li> <li>• Two way traffic on Neerim Road provides good access for residents</li> </ul>	<ul style="list-style-type: none"> <li>• Buses move to Murrumbeena Road &amp; Railway Pde</li> <li>• Central planting means it's not possible to pass a parking car</li> </ul>	✓✓ Parking ✓✓ Trees ✓✓✓ Traffic - Pedestrians ✓ Economic development

<b>Design option 4 – Avenue planting, two way Neerim Road, link road.</b>	<ul style="list-style-type: none"> <li>• Introduce taller trees as avenue planting – considered best practice for urban design</li> <li>• Achieves 3m wider footpath on Southern side of Neerim Road</li> <li>• Same number of car parks as existing (up to 3 extra possible)</li> <li>• Two way traffic on Neerim Road provides good access for residents</li> </ul>	<ul style="list-style-type: none"> <li>• Buses move to Murrumbeena Road &amp; Railway Pde</li> </ul>	<ul style="list-style-type: none"> <li>✓ Parking</li> <li>✓✓✓ Trees</li> <li>✓✓✓ Traffic</li> <li>✓✓ Pedestrians</li> <li>✓✓ Economic development</li> </ul>
<b>Design option 5 – southern tree line planting, two way Neerim Road, no link road.</b>	<ul style="list-style-type: none"> <li>• Introduce taller tree planting on southern side of Neerim Road</li> <li>• Achieves slightly wider footpath on southern side of Neerim Road</li> <li>• 7 additional car parks</li> <li>• Two way traffic on Neerim Road provides good access for residents</li> </ul>	<ul style="list-style-type: none"> <li>• Equal longest delays of the options for traffic in all directions at Murrumbeena and Neerim Road intersection</li> <li>• Buses remain on Neerim Road impacting car park and footpath trading opportunities</li> </ul>	<ul style="list-style-type: none"> <li>✓ Parking</li> <li>✓✓✓ Trees</li> <li>- Traffic</li> <li>✓ Pedestrians</li> <li>✓ Economic development</li> </ul>

**Key:**

- As existing
- ✓ Some improvement
- ✓✓ Improved
- ✓✓✓ Significant improvement

**Design Option 1 – One way Neerim Road; link road**

This design provides significantly more parking and a much wider pedestrian precinct at the south western end of Neerim Road shops.

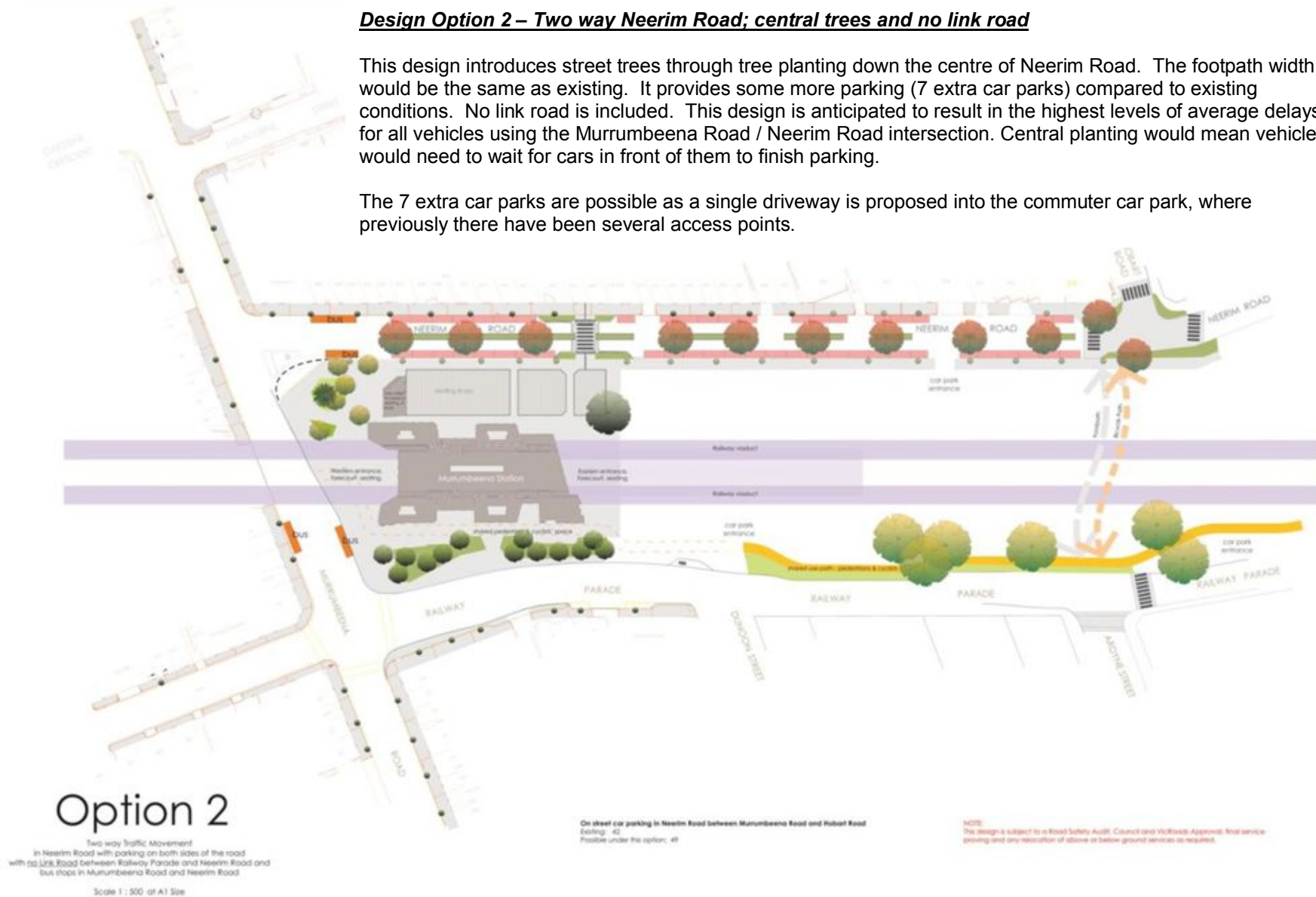
It is only able to achieve this by changing to one-way vehicle traffic on Neerim Road at the shops, which also requires the link road to be connected. West-bound traffic would increase on Railway Parade west of the link road as well as on Melbourne Road.



**Design Option 2 – Two way Neerim Road; central trees and no link road**

This design introduces street trees through tree planting down the centre of Neerim Road. The footpath width would be the same as existing. It provides some more parking (7 extra car parks) compared to existing conditions. No link road is included. This design is anticipated to result in the highest levels of average delays for all vehicles using the Murrumbidgee Road / Neerim Road intersection. Central planting would mean vehicles would need to wait for cars in front of them to finish parking.

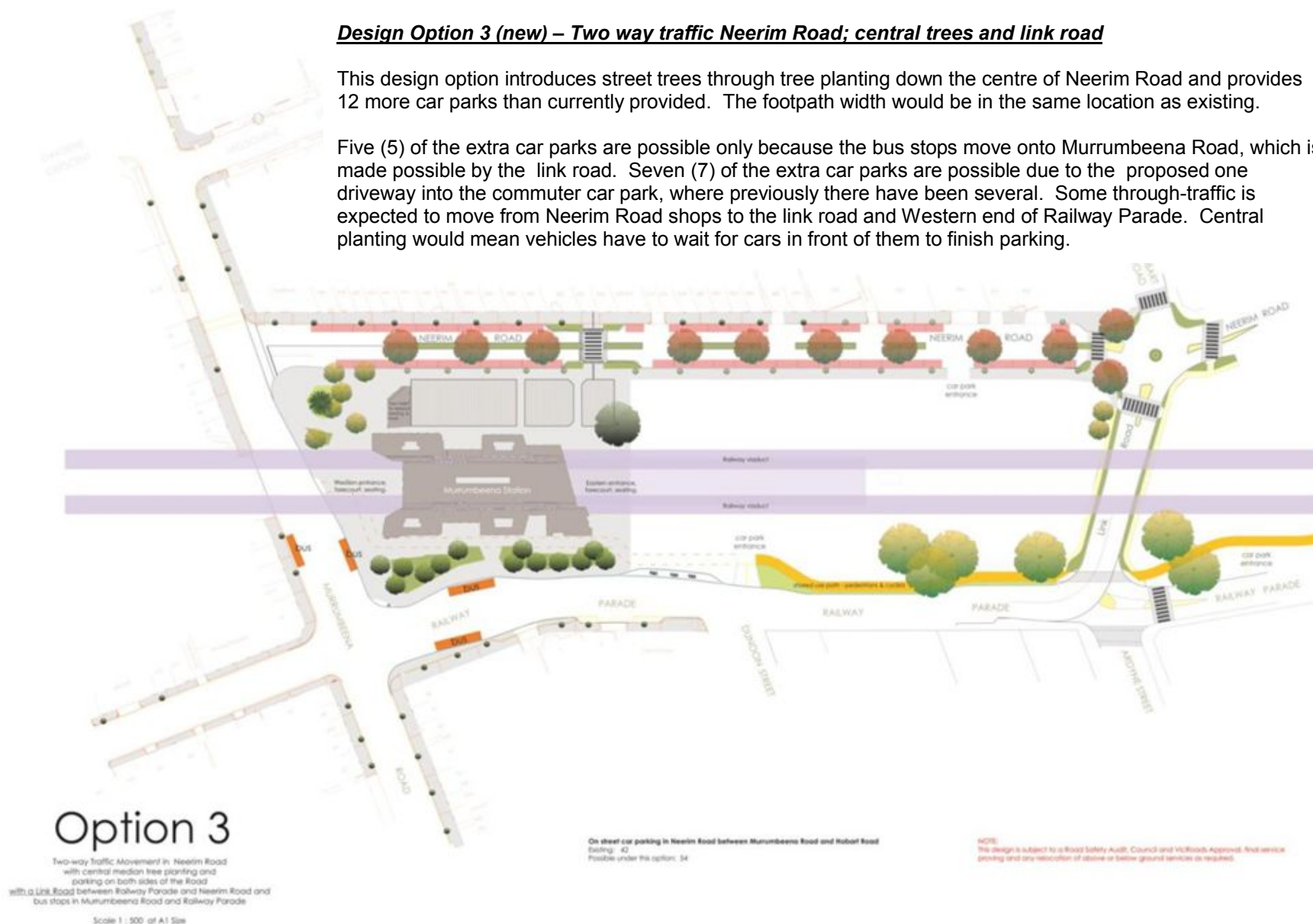
The 7 extra car parks are possible as a single driveway is proposed into the commuter car park, where previously there have been several access points.



**Design Option 3 (new) – Two way traffic Neerim Road; central trees and link road**

This design option introduces street trees through tree planting down the centre of Neerim Road and provides 12 more car parks than currently provided. The footpath width would be in the same location as existing.

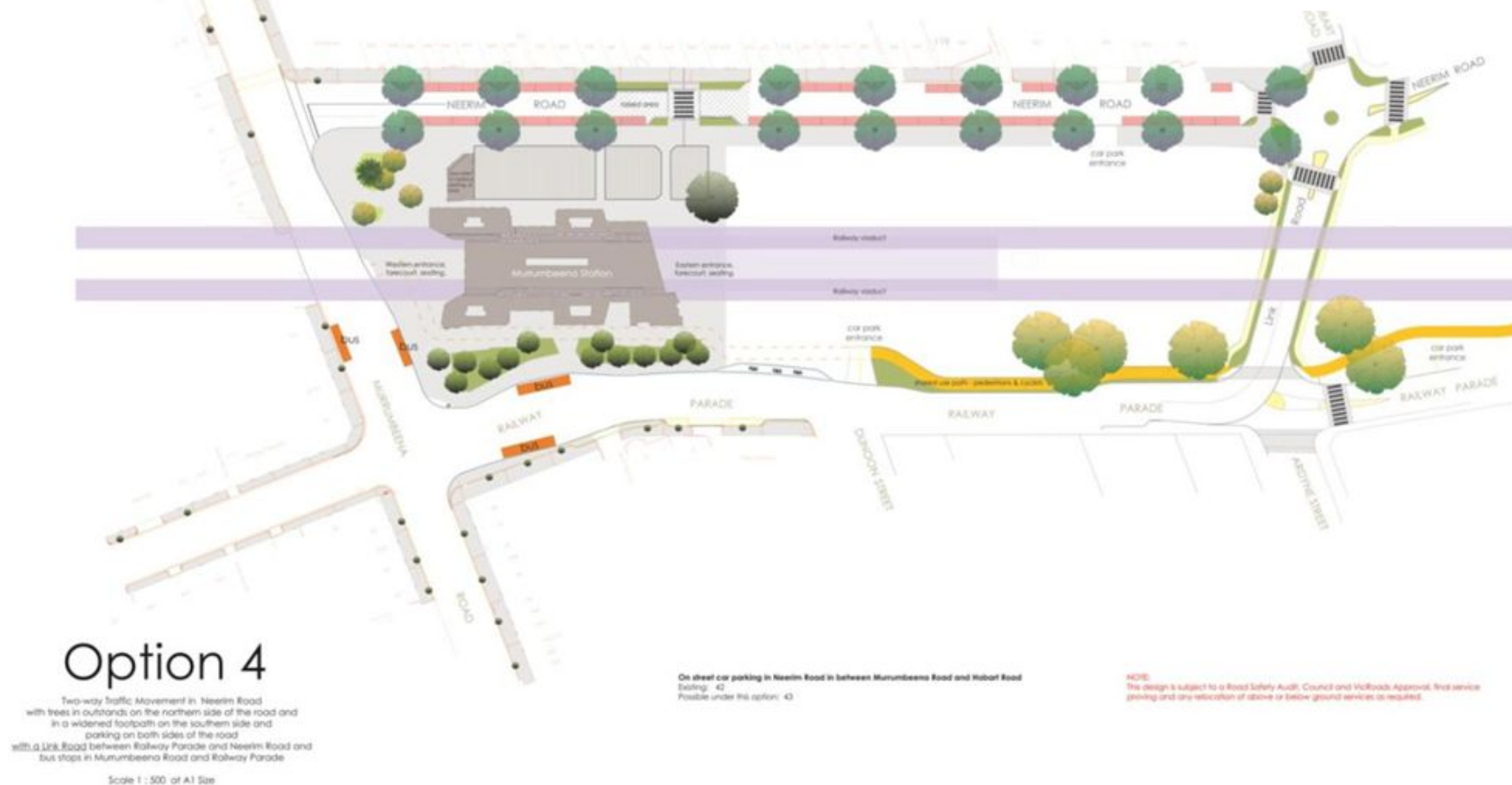
Five (5) of the extra car parks are possible only because the bus stops move onto Murrumbidgea Road, which is made possible by the link road. Seven (7) of the extra car parks are possible due to the proposed one driveway into the commuter car park, where previously there have been several. Some through-traffic is expected to move from Neerim Road shops to the link road and Western end of Railway Parade. Central planting would mean vehicles have to wait for cars in front of them to finish parking.



**Design Option 4 (new)** – Two way traffic on Neerim Road, tree avenue planting and link road

This design achieves a wider footpath (by approximately 3m) all the way along the southern side of Neerim Road shops and an avenue of street trees on both sides of the street (in outstands on the north side and within the footpath on the south side). The design drawn achieves the same number of car parks as existing with 22 trees, but it could be refined to achieve up to 3 extra car parks (with 16 trees).

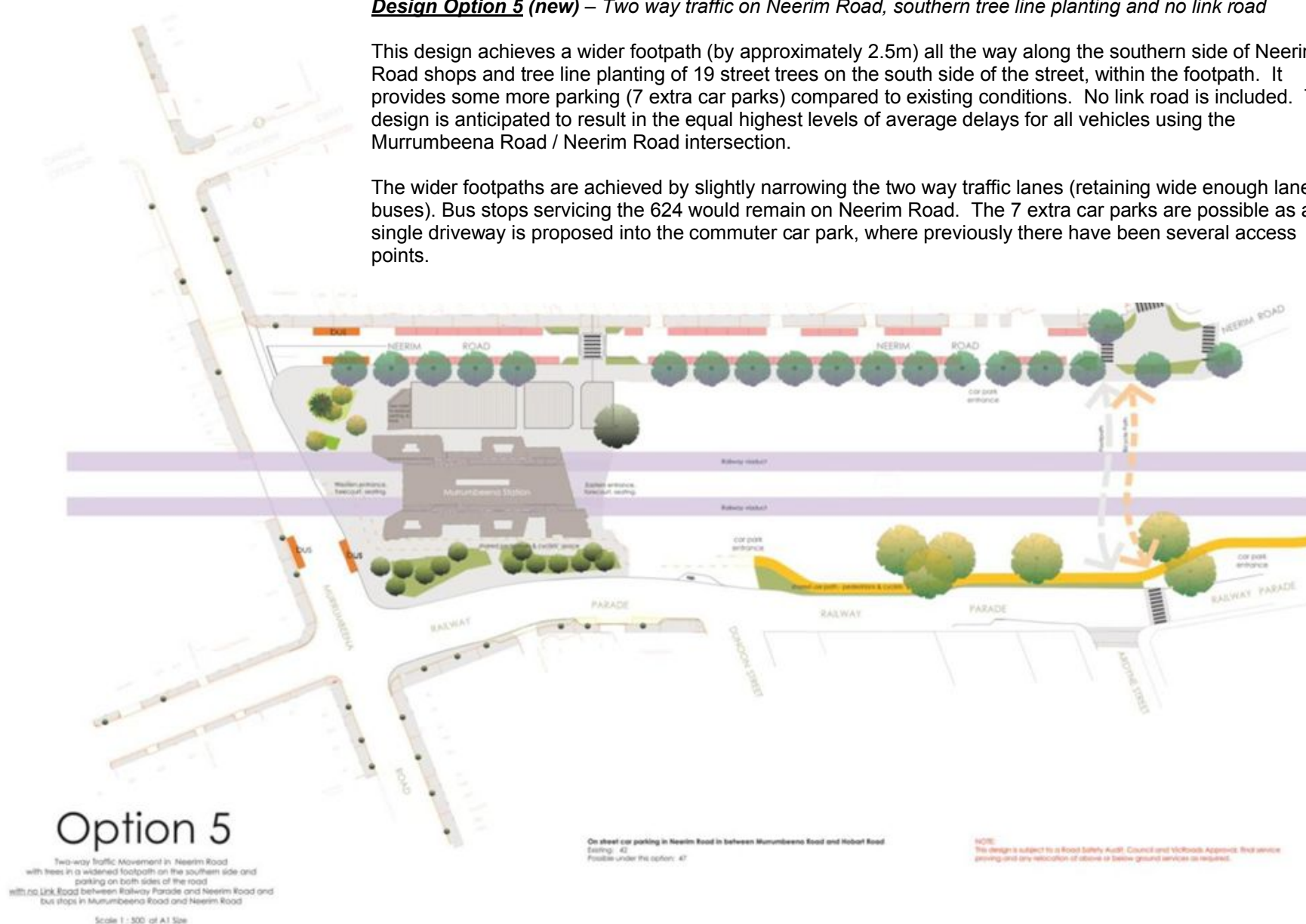
It is achieved by narrowing the two way traffic lanes and moving the bus stops onto Murrumbidgee Road, which is made possible by the link road. Some through-traffic is expected to move from Neerim Road shops to the link road and Western end of Railway Parade.



**Design Option 5 (new)** – Two way traffic on Neerim Road, southern tree line planting and no link road

This design achieves a wider footpath (by approximately 2.5m) all the way along the southern side of Neerim Road shops and tree line planting of 19 street trees on the south side of the street, within the footpath. It provides some more parking (7 extra car parks) compared to existing conditions. No link road is included. This design is anticipated to result in the equal highest levels of average delays for all vehicles using the Murrumbidgee Road / Neerim Road intersection.

The wider footpaths are achieved by slightly narrowing the two way traffic lanes (retaining wide enough lanes for buses). Bus stops servicing the 624 would remain on Neerim Road. The 7 extra car parks are possible as a single driveway is proposed into the commuter car park, where previously there have been several access points.



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Local Area Traffic Management (LATM)

Participants who responded that they did not support a link road cited a key concern was that traffic on local roads would increase (particularly due to north-south 'rat running').

Officers have developed a Local Area Traffic Management (LATM) plan to address the concerns of increased local traffic if the link road were to be constructed (Page 12 or **Attachment 5** for higher resolution version). This could be delivered in a staged approach:

- Localised traffic management treatments to be constructed at the same time as the link road (shown in yellow and black) to discourage vehicles using local streets as a 'rat run' that may seem advantageous by the inclusion of a link road
- Localised traffic management treatments that could be constructed at a later date (shown in orange and black) as part of a future traffic calming works addressing the road network as a whole in the precinct north of Neerim Road.

Council's Transport Planning Team has advised that Hobart Road is currently a high priority for traffic calming treatments compared to other local streets within the municipality. Speed humps were planned to be installed along Hobart Road in 2016/2017 in order to create a slow vehicular traffic environment and encouraging safe pedestrian and cycling movements.

This was put on hold for the following main reasons:

- The level crossing removal works at Murrumbeena road;
- The 822 bus which currently uses the southern section of Hobart Road (which prevents the use of standard concrete speed humps as the bus company will not allow such treatments on the bus route); and
- The flood overlay which applies at the northern end of the street near the school.

By removing the level crossing at Murrumbeena Road, the 822 bus route will be rerouted straight along Murrumbeena Road as it would now be able to stop on Murrumbeena Road directly outside and opposite the new station entrance. This will mean that the bus route will be removed from Hobart Road allowing the construction of concrete speed humps. Installing a speed hump at the southern end of the road would allow appropriate spacing of speed humps further to the north clear of the flooding overlay.

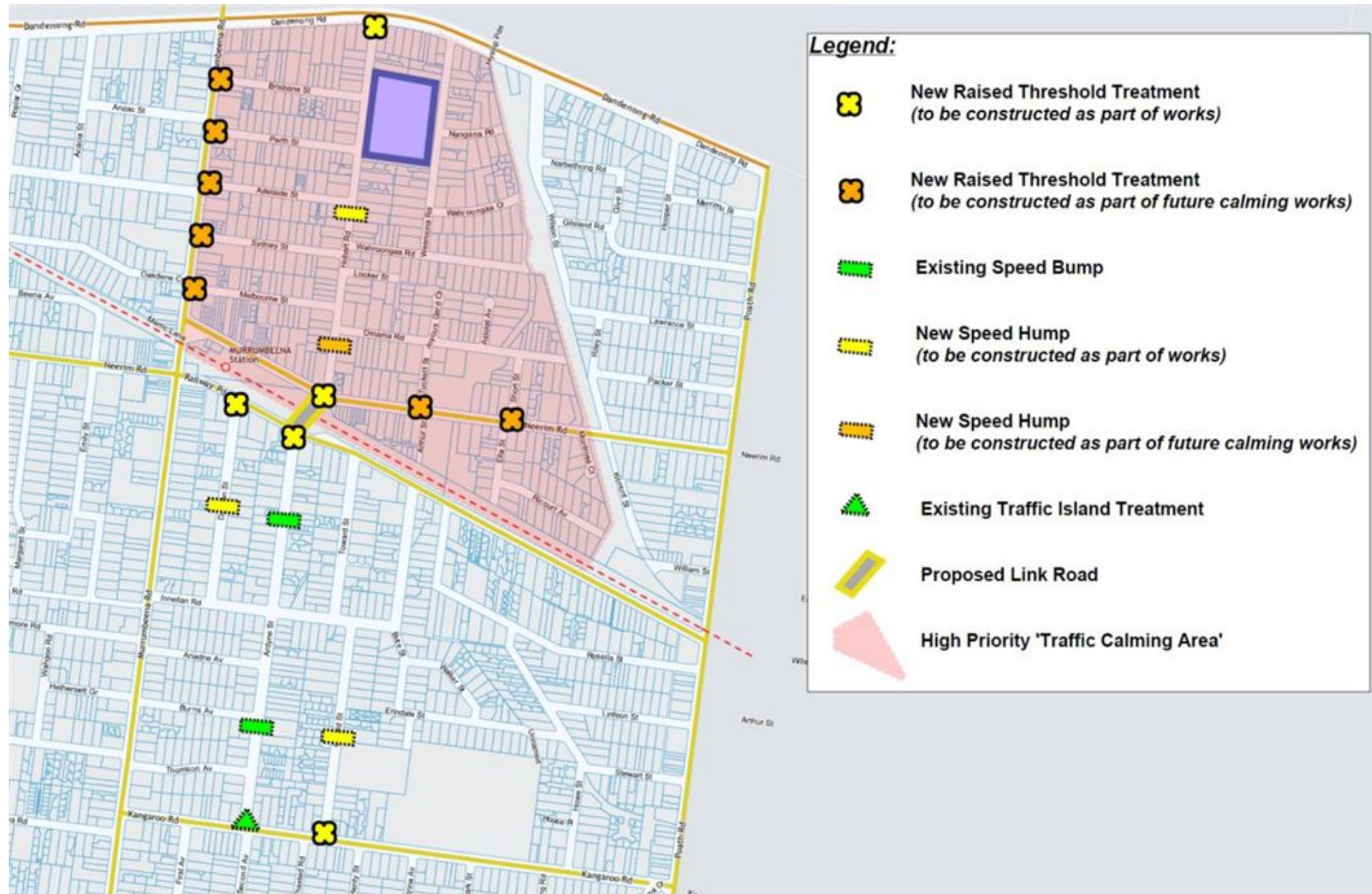
Ideally the whole area within the area enclosed by Dandenong Road, Murrumbeena Road, Neerim Road and Boyd Park would be a 40 km/h Area (subject to community consultation and VicRoads approval). To obtain approval, VicRoads require that the local area is appropriately traffic managed.

Once the above traffic management treatments are implemented Council can consult the community about a 40 km/h area and apply for VicRoads approval.

Potential funding through VicRoads "Safe Travel In Local Streets" Projects

The 'Safer Travel in Local Streets' program is a funded through Towards Zero 2016-2020 as part of Victoria's Road Safety Strategy and Action Plan. Investment will be targeted across the 31 municipal councils in Metropolitan Melbourne, with up to \$1 million funding available for LGAs who agree to provide an equal contribution.

There is an opportunity for Council to apply for joint funding of traffic calming treatments on 50:50 basis with up to \$1 million funding available for LGAs who agree to provide an equal contribution.



Community feedback in stage four consultation

The table below shows key themes from the community feedback. Officers have provided comments as shown.

Theme	Officer comment
<p>Most community members that participated wanted to retain two way traffic.</p> <p>This was by far the most prominent comment received and was the subject of a petition received on Sunday 3 September from 715 members of the community which called for <i>“Council to retain two-way traffic movement and on-street car parking along Neerim Road (within the Murrumbeena Village)”</i></p> <p>At the 5 September 2017 Ordinary Council Meeting Council resolved that Council:</p> <ol style="list-style-type: none"> <li>1. <i>receives and notes the petition; and</i></li> <li>2. <i>considers the petition in conjunction with the Transforming Murrumbeena consultation process.”</i> <p>It was clear that two way traffic was more important to most community members than additional car parking. A number of advocates for more parking in previous consultation stages expressed their views in this stage that two way traffic was much more important.</p> <p>Some of the main concerns included that it would reduce customers for businesses, that it would be inconvenient for residents and that it would increase circulating traffic on local roads.</p> <p>A small number of people who participated welcomed the additional parking that could be achieved with a one-way design and thought it would bring additional customers.</p> </li></ol>	<p>Council’s independent traffic consultant has advised that:</p> <p><i>“Converting Neerim Road to one-way traffic would reduce through traffic volumes through the commercial portion of Neerim Road, and push east-west through traffic onto other roads. If the Link Road were to be provided, it is likely that through traffic volumes on Railway Parade would increase compared to existing conditions.</i></p> <p><i>The SIDRA<sup>1</sup> assessment undertaken by OneMileGrid identified that the Murrumbeena Road / Neerim Road / Railway Parade intersection would have sufficient capacity to accommodate traffic volumes under either scenario.”</i></p>
<p>Generally participants welcomed street trees and additional garden beds, although many participants did not express views either way.</p>	<p>Urban design and economic development advice is that greening streetscapes can help attract people to shopping strips and improve both community and business outcomes.</p>
<p>There were a mix of views on the link road including strong views both for and against, and a sizeable number of participants that</p>	<p>Specialist advice has been sought about the concerns raised to see if they are likely to occur in practice</p>

<sup>1</sup> SIDRA is a software package used for intersection level of service and performance analysis

Theme	Officer comment
<p>didn't express a view at all. A number of people suggested hybrid designs that combined two way traffic along Neerim Road with the Link Road.</p> <p>Of participants that didn't want a link road the main reasons cited were concern about making Neerim Road one way and that traffic on local roads would increase (particularly due to North-South rat running). Other common concerns were that reducing the amount of traffic through the Shopping Strip would reduce the customers for businesses and that it would slow bicycle and pedestrian traffic along the new shared user path down by creating another crossing point. For some, the link road was regarded as unnecessary because the Level Crossing removals would ease congestion.</p> <p>Of participants that did want the link road, reasons cited included improved East-West travel path, or benefits of additional access to Murrumbeena Village.</p>	<p>and/or to understand if they can be avoided through design changes. Specialist advice on the expected local traffic impacts of the Link Road proposal indicates that:</p> <p><i>"The modelling that was done of this design concluded that rat running is not likely to occur due to increased capacity on Murrumbeena Road and other adjacent arterial roads where crossings are to be removed, and therefore the main consequences would be avoided.</i></p> <p><i>The link road connection would be expected to shift east-west through traffic from Neerim Road between Hobart Road and Murrumbeena Road onto Railway Parade.</i></p> <p><i>Closing Ardyne road entirely was considered, but this would restrict movements of local residents which was an issue clearly raised in stage 2 of the consultation.</i></p> <p><i>If increases in traffic volumes on local roads did occur, there are other traffic management measures that could be used to address it."</i></p> <p>Officers have developed a LATM plan (<b>Attachment 5</b>) which could introduce local traffic management measures at the time of constructing the link road.</p>
<p>A number of participants welcomed wider footpaths, increased pedestrianisation and opportunities for restaurants and cafes.</p>	<p>Economic development advice is that creating opportunities for footpath trading, for pedestrians to linger and opportunities for restaurants and cafes helps create 'destinations' and is needed to ensure Murrumbeena thrives in the medium term, considering nearby competition from Chadstone as well as the changes to how people shop as a result of digital technology.</p>
<p>Lots of people wanted good pedestrian safety. An additional crossing was suggested on Railway Pde near Dunoon St to improve safety of people travelling to the station.</p>	<p>All options improve pedestrian safety by creating safer crossing points to cater for the additional pedestrian travel that is expected under the viaduct when construction is finished. These crossing points are planned to cater for kids heading to Murrumbeena Primary School, commuters and</p>

Theme	Officer comment
	<p>shoppers.</p> <p>Including a link road would be expected to increase vehicle traffic on the part of railway parade west of the link road. This would occur to a greater extent if Neerim Road was one way (option 2) and a lesser extent if it were two way (options 3 and 4)</p> <p>An additional pedestrian crossing on Railway Pde near the Dunoon Street intersection has not been included in any of the design options, but it could be. Officers recommend monitoring pedestrian and traffic flows in this area first and if needed adding it in future.</p>
<p>There was some concern that any additional works in the street would add to the disruption for businesses that are already struggling with the construction.</p>	<p>As much work as possible should be done as part of reinstating Neerim Road by the LXRA to repair damage done by the level crossing removal construction.</p> <p>Other options for minimising impacts include night works, scheduling during times when shops are closed, delaying some parts of construction (for example putting in trees or outstands at a later date), or scheduling packages of work to occur either very fast or in stages.</p>
<p>There was a call for more short term parking to be included in the station car park.</p>	<p>The commuter car parks at the train station can help with parking during weekends, but is expected to be largely full with commuters during the week.</p> <p>LXRA's latest designs show this car park as all day commuter parking, except for 12 short term parking spots. However these 12 spots are shown in an area that LXRA has also indicated for future development and which Council has advocated to become a green town square based on strong community support in stage two consultation.</p>
<p>There were a range of suggestions about how to refine proposed designs.</p> <p>Some residents put substantial time and</p>	<p>Officers have considered specific recommendations. Not all ideas were feasible.</p>

Theme	Officer comment
effort into their suggestions including some who had drawn new designs for consideration.	A number of suggestions have been used to help refine designs 1 and 2 as well as to develop designs 3 and 4.
A couple of participants suggested deferring a decision to see what happens to traffic in the area first.	<p>It would be significantly more difficult to create a link road at a later date and there is a risk that it would not be approved. The full cost would then need to be funded by Council. Pursuing it at a later date would require:</p> <ul style="list-style-type: none"> <li>• Complex negotiation with State Government rail land manager, VicTrack, for rights over this section of land which at that point would likely be encumbered by many rail-centric assets and services.</li> <li>• Management of complex and costly construction of the link road over such a sensitive asset, being high pressure gas line.</li> <li>• Approval of the gas authority</li> </ul>

#### List of Community submissions

- 127 respondents provided 228 comments posted to the “*Have your say*” website (refer to **attachment 2**)
- Summary of feedback received (via email, letter, telephone or in person at the Q&A session) to the design options (refer to **attachment 3**)
- 40 direct feedback cards from the Public ‘Q&A’ session (please refer to **attachment 4** for summary)
- Multiple questions to the expert panel during the Public ‘Q&A’ session (To watch the event in full please visit the following link:  
<https://www.youtube.com/watch?v=s11RWND5Cxo>)
- A petition containing 715 signatures calling for Council to “*Council to retain two-way traffic movement and on-street car parking along Neerim Road (within the Murrumbidgee Village)*”

Note that a number of people provided feedback through several channels.

It is worth acknowledging the substantial energy, time and thought that many community members have contributed to this discussion.

This was evident in the level of detail and quantity of feedback, and the large numbers of attendees compared to other consultations. Some community members marked up designs showing their suggestions. Some community members also coordinated a petition.

Other considerations arising from expert review

- The urban design and economic development reports identified the value of pedestrian spaces, trees and greenery in regard to building a thriving village in the long term. The urban design consultant suggested creating an avenue of trees by using tree outstands rather than a central median strip. Option 4 (2 way with avenue tree planting) incorporates this suggestion.
- The economic development report identified the need in the long term to ensure Murrumbeena Village is a 'destination' with unique character, partly because of its proximity to and competition with Chadstone and Carnegie.
- There are two main advantages of including a link road: it allows the buses to move to Murrumbeena Road which in turn frees up space for carparks and/or trees on Neerim Road. It also removes of the 'dog leg' movement from Neerim Road to Murrumbeena Road to Neerim Road (both directions) and would greatly improve east west through traffic and the functioning of the intersections. As less 'green time' would be required for right turn movements from Murrumbeena Road, this allows more of total 'green time' to be allocated to other turning movements, specifically the north-south through movement along Murrumbeena Road and the east-west through movement between Neerim Road (west) and Railway Parade. As a result, this option provides additional capacity and improved operation for all traffic movements.
- Irrespective of the design, activation of this centre will be an important part of helping it thrive and attracting people into the centre as a destination. The design should include opportunities for events, street entertainment and footpath trading wherever possible. If set up properly, the community car parks could play this role and Council could advocate to the State Government for this to be incorporated into the car park design and management arrangements. Design of the streetscapes should incorporate infrastructure to make street trading, street events and street entertainment easy, so that Council could facilitate these.

Supporting the local community

Whichever design option Councillors decide to progress with, the following could also be considered:

- Advocating for more of the commuter car park to be managed as short term parking to serve the traders.
- Advocating for the commuter car park to be designed and managed to allow for events to be run from it to help bring people into the shopping strip.
- Helping to bring people to the centre after LXRA construction finishes by supporting and/or running events to draw people into the shopping centre, in consultation with the businesses.
- That any construction plan for Council works will be developed in consultation with the local businesses
- Reviewing all pedestrian safety measures in the area within 6 months after construction is completed including considering if any additional pedestrian crossings, traffic calming or other traffic changes would be valuable.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

The financial and resource implications vary depending on which design option is adopted and how successfully Council is able to advocate for LXRA investment into the local community.

The LXRA has an obligation to leave the road, kerb and footpath in at least the same condition it was in prior to construction. This means that they will have to rebuild parts of the kerb, footpath and roadway on the southern side of Neerim Road. Council would seek that either they do the work to Council's design, or that they make a financial contribution to cover their reinstatement costs for Council to include in the enhancement of the streetscape.

As it is within their current project area, the LXRA would construct and fund the link road.

Officers are currently preparing detailed estimates of costs, which would vary between around \$900K and \$1.1m. These estimates do not take into account any potential additional LXRA funding for streetscape and footpath enhancements.

Costs to implement the localised area traffic management plan treatments is estimated to be \$300K. This would be delivered over two stages, each at approximately \$150K. Council could apply to VicRoads "*Safe Travel In Local Streets*" project for joint funding which could greatly reduce these costs.

**POLICY AND LEGISLATIVE IMPLICATIONS**

N/A

**COMMUNICATION AND ENGAGEMENT**

The next steps would be to:

- Write to the 8,000 local residents with the design and indication of next steps and timing.
- Write to the LXRA advising of the Council decision requesting that designs to be adapted to incorporate Council's endorsed option.

**LINK TO COUNCIL AND COMMUNITY PLAN**

The recommendation in this report supports Council's community plan which is striving for a City that is:

- Liveable and well designed
- Accessible and well connected
- Safe, healthy and inclusive
- Clean and sustainable.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

## CONCLUSION

Based on community feedback from consultation and considering specialist advice, officers have further developed the designs for each of the proposed options. There are various benefits and impacts for each option, however the following two are considered to best meet the vision of Murrumbena:

- Option 4 will achieve wider footpaths, avenue tree planting, no net loss of car parking and takes buses off the shopping strip by including a link road.
- Option 5 will achieve slightly wider footpaths, tree line planting on the southern side of Neerim Road, some additional parking with bus stops remaining on the shopping strip and no link road.

These have been recommended to Council for consideration and endorsement of the preferred option.



GLEN EIRA  
CITY COUNCIL

BENTLEIGH  
BENTLEIGH EAST  
BRIGHTON EAST  
CARNEGIE  
CAULFIELD  
ELSTERNWICK  
GARDENVALE  
GLEN HUNTLY  
MCKINNON  
MURRUMBEENA  
ORMOND  
ST KILDA EAST

9 August 2017

Dear Resident,

## STRENGTHENING MURRUMBEENA'S VILLAGE FEEL

With the help of community feedback over the last nine months, we have now developed two potential designs for the Murrumbeena village streetscape which aim to achieve the community's vision for the centre.

We think both designs are great, but would like to hear how we can make them even better. Both designs include more of what the community wants, and seek to address key concerns, however, the designs are different — each achieves more of some things and less of others — there just isn't the space to fit lots of everything into the one area!

Following this final round of consultation, Council will consider the community vision, community opinion and advice from external and internal experts to make a final decision.

The attached information shows the two potential designs and how they compare to each other in regards to access, trees and greenery, trader impacts, parking, and pedestrian safety.

We have also obtained further independent expert traffic, urban design and economic analysis on these options to better understand what these options mean for Murrumbeena in the long term.

### What do you like? How would they change what you do? Have your say

What do you like about them? What don't you like about them? How will each of these designs change the way you access, visit and interact with Murrumbeena? Your feedback will help Council to make an informed decision.

To read the expert consultant reports, provide feedback or pose a question, visit [www.gleneira.vic.gov.au/murrumbeena](http://www.gleneira.vic.gov.au/murrumbeena)

### Have questions? Ask independent experts at our Q and A session

To help you fully understand the designs and how they might affect you, Council invites you to a Q and A session with a panel of independent experts:

Wednesday 23 August from 7pm at Duncan Mackinnon Reserve Pavilion, Corner North Rd and Murrumbeena Road, Murrumbeena VIC 3163

Places are limited. Register via email: [rsvp@gleneira.vic.gov.au](mailto:rsvp@gleneira.vic.gov.au) or contact Council's Service on 9524 3333.

If you are unable to attend on the night, the event will be filmed and made available on Council's website shortly afterwards.

Yours sincerely

Rebecca McKenzie  
Chief Executive Officer

GLEN EIRA CITY COUNCIL  
CORNER GLEN EIRA AND HAWTHORN ROADS, CAULFIELD, VIC  
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# STRENGTHENING MURRUMBEENA'S VILLAGE FEEL

With the help of community feedback over the last nine months, we have now developed two potential designs for the Murrumbeena village streetscape which aim to achieve the community's vision for the centre.

Between November 2016 to February 2017 we asked 'what you love about your shopping strip?'. This helped us to form a long-term community vision for Murrumbeena and develop some concept ideas to help achieve this vision. In stage two of our consultation — *Transforming our neighbourhoods together* — these broad ideas were presented to the community along with a range of possible treatments.

We have also obtained further independent expert traffic, urban design and economic analysis on these options to better understand what each of these options mean for Murrumbeena in the long-term.

## COMMUNITY VISION

*Murrumbeena will be a leafy and green local centre with a strong community and environment focus. With a mix of local businesses to meet residents' daily needs, the accessible, pedestrian-friendly centre will maintain a safe village feel and embrace its local history.*

## WHAT HAVE WE HEARD?

Stage one: *Tell us what you love about your shopping strip* we heard:

- > More plants, vegetation and streetscaping and pedestrian crossings.
- > Value amenity.
- > Foster a variety of local businesses.
- > Lack of medical services.
- > Better transport linkages.
- > Oppose multi-storey apartments and new developments.

Stage two: *Transforming our neighbourhoods together* key concerns were:

- > Maintaining or increasing the number of car spaces for both commuters and visitors.
- > Minimise the impact on local traders and continue to support them.
- > Increased traffic on local streets that are not equipped to take more traffic.
- > Pedestrian safety — particularly Murrumbeena Primary School students and other children.
- > Changed travel patterns which may cause an unnecessary disruption to the community's day-to-day activities.

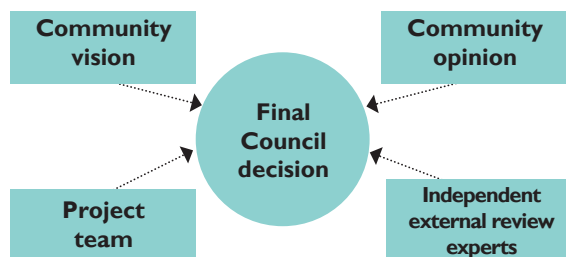
## HAVE YOUR SAY

We think both designs are great, but would like to hear how we can make them even better. What do you like about them? What don't you like about them? How will each of these designs change the way you access, visit and interact with Murrumbeena? Your feedback will help Council to make an informed decision.

To read the expert consultant reports, provide feedback or pose a question visit [www.gleneira.vic.gov.au/murrumbeena](http://www.gleneira.vic.gov.au/murrumbeena)

## WHAT HAPPENS NEXT?

Following this final round of consultation, Council will consider the community vision, community opinion and advice from external and internal experts to make a final decision.



## HAVE QUESTIONS?

### COME AND ASK THE EXPERTS

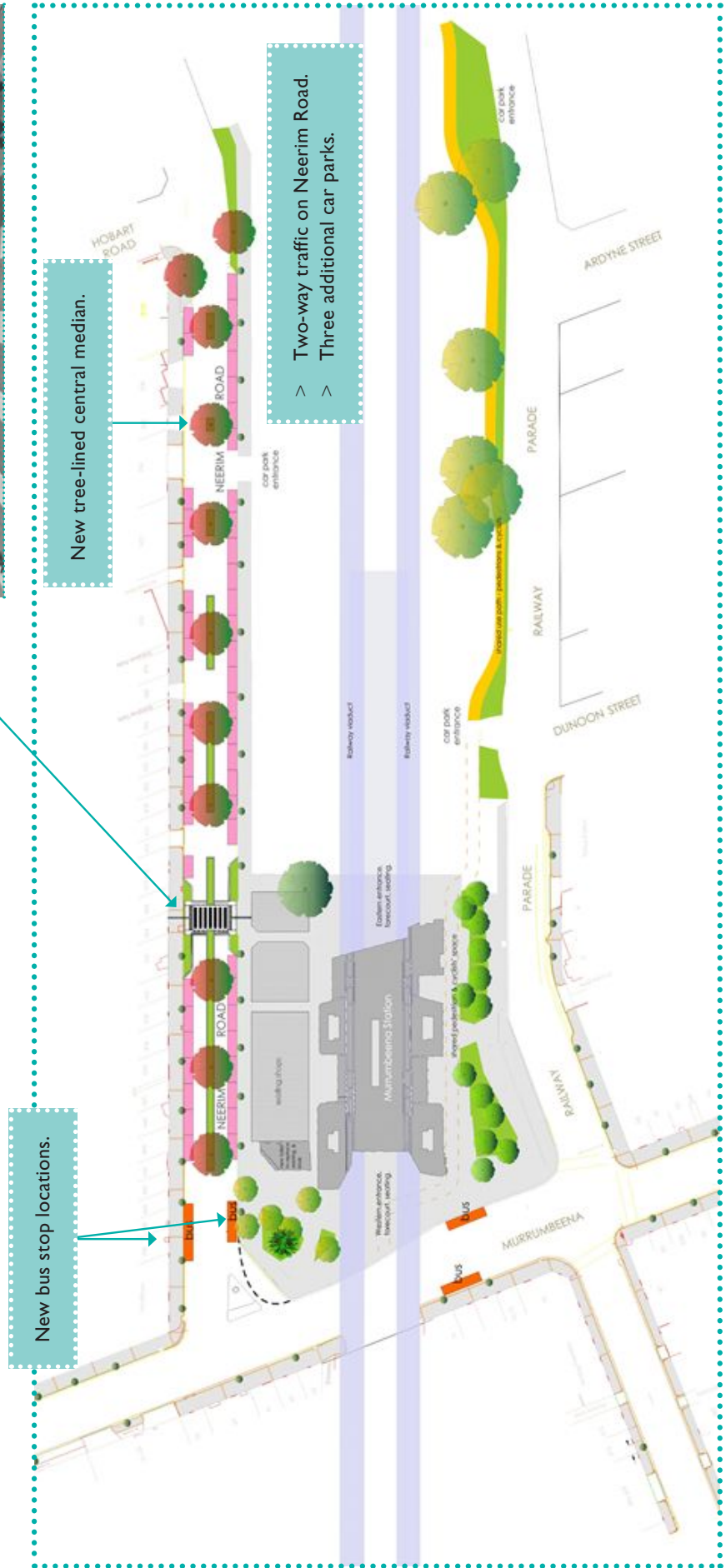
**Wednesday 23 August, 7pm–8.30pm**  
**Duncan Mackinnon Reserve**  
**Corner North and Murrumbeena Roads**  
**Murrumbeena**

- > Have the chance to explore the designs in further detail.
- > Ask the expert consultants questions.
- > Provide feedback on how we can strengthen both of these designs.

Places are limited. Register your interest by sending your name and contact details to [rsvp@gleneira.vic.gov.au](mailto:rsvp@gleneira.vic.gov.au) or contact Council's Service Centre on 9524 3333.

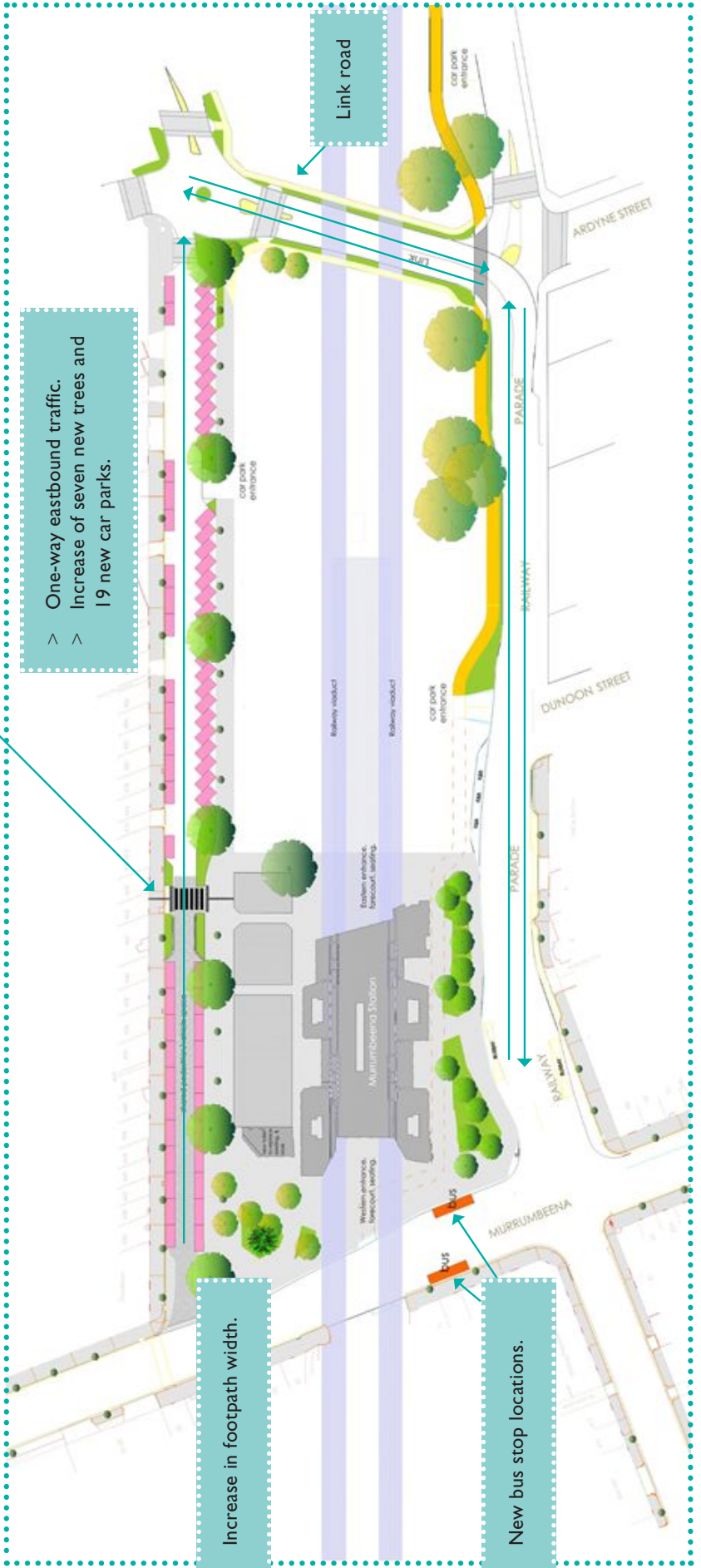
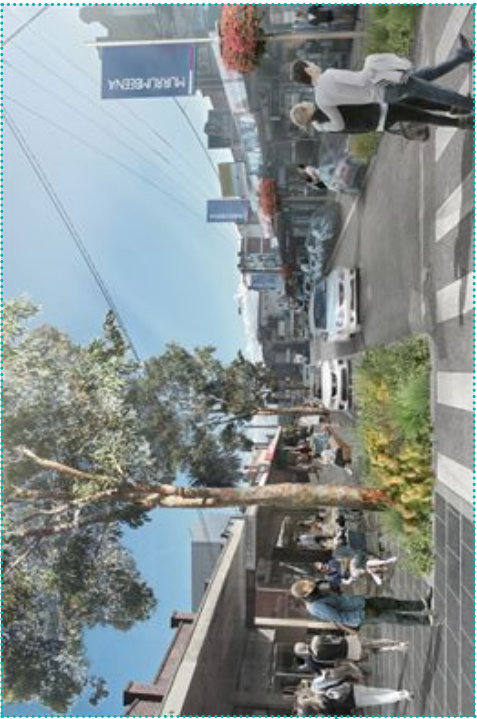
## DESIGN ONE

Introduce some improvements to the Neerim Road shopping strip including street trees down the middle of the street, without any major traffic changes.



## DESIGN TWO

**Expand pedestrian spaces and increase parking and opportunities for street trading by narrowing Neerim Road to a single traffic lane introducing angled parking.**



A comparison: features and possible effects of each design					
Design	Pedestrian Safety	Trees and greenery	Trader impacts	Access	Parking
Option one: Create a tree-lined central median whilst maintaining two-way traffic and no link road.	<ul style="list-style-type: none"> <li>&gt; Decrease in vehicle speeds on Neerim Road to increase pedestrian safety.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increase of nine new trees on Neerim Road.</li> <li>&gt; No loss of established trees.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Minimal change including maintaining two-way traffic.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Two-way traffic flow in Neerim Road.</li> <li>&gt; No link road maintains all through traffic on Neerim Road.</li> <li>&gt; New bus stop locations at the western edge of Neerim Road shopping strip.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increase on-street car parking on Neerim Road by approximately three spaces.</li> </ul>
Option two: Creating an expanded pedestrian space with an increase in parking by reducing to a single east bound traffic lane. With the addition of new street trees and a link road between Hobart Road and Ardyne Street.	<ul style="list-style-type: none"> <li>&gt; Decrease in vehicle speeds on Neerim Road to increase pedestrian safety.</li> <li>&gt; Decreased total vehicle traffic on Neerim Road will increase pedestrian safety.</li> <li>&gt; Increase in footpath width on the southern side of Neerim Road adjacent to the station.</li> <li>&gt; Proposed intersection at Ardyne Street and Railway Parade minimises risk of additional traffic on Hobart Road.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increase of seven new trees in Neerim Road.</li> <li>&gt; No loss of established trees.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increased footpath trading opportunities in Neerim Road.</li> <li>&gt; Increased street event opportunities in Neerim Road.</li> <li>&gt; Reduction on overall vehicle traffic in Neerim Road.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; One-way traffic flow (eastbound only) on Neerim Road between Murrumbeena and Hobart Roads.</li> <li>&gt; Link road — enables through-traffic to pass around the shopping strip and reduce congestion at the Neerim Road traffic signals.</li> <li>&gt; New bus stop locations on Murrumbeena Road.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Increased on-street car parking on Neerim Road by approximately 19 spaces.</li> </ul>

**HAVE YOUR SAY, VISIT [WWW.GLENEIRA.VIC.GOV.AU/MURRUMBEENA](http://WWW.GLENEIRA.VIC.GOV.AU/MURRUMBEENA)**

The opportunity to provide feedback closes on Sunday 3 September.

## Do you have any suggestions on how we can improve design option one (Neerim Road one-way with link road)

### 108 Responses

Sophia 4 days ago

Option 1 should be rejected. It can only be improved by allowing two way traffic on Neerim Road as is currently the case. Option 1 is likely to bring further traffic into Hobart Road - a residential street with a primary school which is not designed for consistent two way traffic flow like Neerim Road is. Partially blocking Hobart Road as the Council considered in the last consultation would not work at all for those needing to access Hobart Road or the school. Neerim Road was built for two way traffic - it is a wide road where cars can easily pass in both directions. It is important to leave Neerim Road two way so that cars can access the shops in both directions. Apart from the railway crossing issue which skyrail is supposed to improve, the traffic and shop access situation with Neerim Road being two ways works well. Making Neerim Road one way with a wider footpath would not encourage me to go to the shopping strip more - instead I'd try to avoid going there because the convoluted way the traffic would work if Neerim Road is one way would make it harder for me to access the shops.

Erin Beissel 4 days ago

I think Design One is the best fit for Murrumbeena - Design One enhances the community feel that we already have in Murrumbeena, without taking away from parking, and will create a stronger community through easier pedestrian access.

Todd 18 days ago

For those interested, below is the Murrumbeena Village Traders Association submission to Council during the last round of consultation. **TO BE CLEAR, TRADERS WANT TO RETAIN TWO-WAY ALONG NEERIM ROAD.** The Murrumbeena Village Traders Association represents the interests of traders located in and around the Murrumbeena Village. This submission has been prepared on behalf of the traders mentioned above by the Traders Association Committee. The Murrumbeena Village Traders Association welcomes the opportunity to provide comment to Council on the Transforming Murrumbeena proposal. In particular, I appreciate the briefing provided recently by Council's Aidan Mullen and James Kearney, about the project and the associated consultation process. I would like to point out that, as an association, we strongly support Council's desire to support the community through a period of profound change and help make the most of opportunities to create a better Murrumbeena Village, post Level Crossing Removal works. I also acknowledge the diversity of stakeholders that need to be appropriately engaged for a proposal such as this. In particular, I note that it is extremely challenging to engage with stakeholders that have very different interests. That being said, I am concerned that stakeholders directly affected by stage two of Council's community engagement have only had one month to provide comment, particularly when these suggested changes will likely have a significant impact on their businesses and livelihoods. Within this context, the Murrumbeena Village Traders Association strongly encourages Council to include the following recommendations in the final Transforming Murrumbeena proposal: • Retaining two-way vehicle access along Neerim Road within the Murrumbeena Village so that customers, suppliers, residents et al. can retain direct vehicle access to local businesses and properties. This is our top priority. • An increase in overall car parking numbers from the levels pre-level crossing removal works. This may also include utilising the former Billy Motors site until such time as it is developed. • A dedicated car park for visitors to the area by providing 50-

60 timed short term parking spaces, located on the northern side of the station precinct with multiple access points from Neerim Road. Not simply additional commuter car parking. • As mentioned above and unlike the One Mile Grid traffic report recommendations, provide multiple entry points to all future commuter and/or short term car parking areas from Neerim Road, north of the station precinct. • Relocate the bus stops and taxi ranks currently located on Neerim Road to the southern side of the station precinct and use this opportunity to provide further on-street car parking in their place. • Appropriate development of land marked as "value capture" by the Level Crossing Removal Authority. This land should only be developed to respect the neighbourhood character of the area which is largely characterised by one to two storey buildings. • Improve visibility around the new station precinct, including improved lighting and increased security measures, i.e. CCTV cameras. Finally, much of the engagement material associated with Council's proposal focuses on the benefits that will accrue to the broader community through the provision of new public realm, open space, pedestrianising Neerim Rd etc. This addresses the interests of the broader community, but does not adequately address the interests of the business and property owners who are directly affected by the concept ideas. The concerns and interests of the latter cohort require specific, and in some cases individual, attention. I thank you for the opportunity to make this submission and would be pleased to elaborate if required. Murrumbeena Village Traders Association

### **Hide Replies (3)**

AnnVL 14 days ago  
Great response Todd!

kerryblue 5 days ago  
I would like to add my support to the above submission from Murrumbeena Village Traders Association. Keep Neerim Rd two-way - just forget the silly central plantings.

Murradale mess 4 days ago  
I whole heartedly support the Murrumbeena Village Traders Assoc. I am amazed they have & continue to endure the massive negative impact to their businesses? In other much larger hubs e.g. ormond & bentleigh railway station replacements, a significant number of previously healthy businesses failed; and the rail works there were relatively quickly accomplished. Murrumbeena looks like it will go on forever. Without traders there will not be any shopping strip! Make Neerim Rd one way through the strip and kill it off completely. The whole purpose of removing the rail crossing was to improve traffic flow - why on earth do we need another underpass at the end of Hobart Rd., until we see how the new situation plays out. Surely it can be reviewed at a later date? Can Glen Eira Council please concentrate all its efforts to lobby the State Govt. to get the Stations finished ASAP & Sky Rail built so things can return to some normality. Instead of wasting time and money doing all this design nonsense. Could council also consider a temporary ban of building huge new multi-storey flats within 500metres of rail works projects!! at least to stop adding more grief to residents, commuters & traders, trying to survive in daily life in these hot spots. Jill

Murradale mess 4 days ago  
Reject Option one. Much prefer Option two being Neerim Rd two way Jill Ainslie

Chantal 5 days ago  
I do not support Design Option 1. I don't feel that additional pedestrian space is required or additional parking given there will be rail parking. Reducing the traffic to one way would be totally impractical for those who live in the area and I object to the idea of a link road which will just funnel more traffic into Hobart Road and the surrounding side streets. Given there is a Primary School in Hobart Road, I think increasing the traffic flow on Hobart Road would pose a significant risk to the children who attend the school

Oldfoles 5 days ago  
We have already expressed our opposition to Design One but separate emails to Council have not provided any response. The Council, in seeking residents' comments to both Designs One and Two has not expressed its preference, although we strongly suspect it's Design One. Why not? We are entitled to know the direction in which our elected representatives are heading. We have seen this type of action before. For example, a few years ago, according to Council, there was only one possible location for a tall mobile phone

relay tower within Murrumbeena Reserve, yet , after residents' objections and a mayoral casting vote, a shorter mobile tower was positioned on Kangaroo Road!

Antony 5 days ago

I do not support option 1 because of the link road. It would turn Hobart rd and the streets linking it to Murrumbeena rd into a rat run reducing amenity and creating a danger to residents and children attending Murrumbeena Primary. North-south traffic should be directed to Murrumbeena rd, which will be free moving without the level crossing.

kerryblue 5 days ago

I have lived in Murrumbeena continuously for 38 years and I use the Neerim Rd shopping strip at least twice a week. I am against Option 1 because I think linking Hobart Rd & Railway Parade/Ardyne St may well cause the former to become a rat-run. With a primary school and an aged care facility in Hobart Rd an increase in traffic is not desirable. The same holds true for the streets which link Murrumbeena Rd and Hobart Rd. They are at least 95% residential, are already narrow and have a lot of cars parked in them, plus one of them has a permanent bus route. They do not need more through traffic. Travelling south by car on Neerim Rd (from Poath Rd), I would be encouraged by the new route to proceed on to Carnegie rather than have to double back on to a one-way eastbound-only Neerim Rd. Or maybe I'll just go north to Oakleigh. I can't see how the traders are going to benefit from a one-way system. I also believe locating the bus stops near the traffic lights at Murrumbeena Rd/Railway Parade is a further impediment to car traffic just when it has been freed up by the removal of the level crossing. It would seem the Council is determined to force Option 1 on us given the "comparison" document devotes more than twice the space to it; and note the positive words "expand", "increase", etc, whereas Option 2 only has "some improvements". Turning the strip into a "shopping/dining mecca" can only be at the cost of existing traders – say goodbye laundrette, op-shop, dry-cleaner, newsagent, car repair shops, post-office – the very services that locals need/want from a shopping strip. I don't want to go to Chadstone for my dry-cleaning/parcel collection, etc. The services that current traders offer have survived because we like them! And we use them! Forget Option 1 – I vote for Option 2 (with a few tweaks – forget the centre tree plantings).

Phil Ridder 5 days ago

I support OPTION 1 because it will allow Murrumbeena to be more 'local' with a greater village feel by having the bulk of traffic (which only passes through) removed to the south side. Locals have a good look.....The shopping strip is old and tired and hopefully with this new plan it will be re-invigorated with new businesses for the future.

garred 5 days ago

Design 1 is not what we want. Making neerim road one way is completely unnecessary. The link road will only encourage more traffic down neerim road when I thought the idea was to move traffic out of murrumbeena. Am also concerned people will use Hobart road more. We have a school there. We do not then want council's original idea to turn Hobart Rd into a one way street.

Olive1964 6 days ago

Please keep two way traffic. No to one way!

K 8 days ago

The best way to improve this is to not implement a one way street. Your reports explicitly say that you are aware that the community overwhelmingly prefer a two way option yet you wish to forge ahead and make it one way anyway. Respect the community and the shop owners who have suffered enough and keep the two way road.

Audrey Falconer 8 days ago

"Murrumbeena Village" is a village to serve the locals, not a "destination". Turning it into a "destination" will change the needs for the area - people will stay longer so will need more parking. And it will no longer meet the needs of the local residents. If Option 1, who will be serving the coffee on the lovely wide footpath? The op shop? The dry cleaner? The post office? The laundrette? The barber? If we go for this option it needs

radical redesign. It was noted that there will always be safety issues with crossing the road so this cannot be provided by the other side. If Option 1, the angle parking is placed on the right side of the road. It should be placed on the left for easier and safer use. Angle parking to the right is much more difficult. If Option 1, the current ban on right turns from Murrumbeena Road to Railway Parade must be removed (and signalled to facilitate this turn). While you have done peak hour weekday surveys showing not much traffic turning right from Murrumbeena Road to Neerim Road has come from further south, I can assure you that outside these times many people do indeed need to drive north up Murrumbeena Road and turn right into Neerim Road to access destinations outside the local area, such as the Monash Freeway and Chadstone Shopping Centre. All of this traffic would be forced down through the one way part of Neerim Road if they are not able to turn into Railway Parade. That said, no to Option 1! We do not want a rat run from Kangaroo Road to Dandenong Road which is what the link road will create, no matter how complex you make the intersection with Ardyne and Railway Parade. Option 2 has issues with silly trees down the middle of the road which reduces safety, visibility and also prevents any opportunity to pass an awkwardly stopped bus. It is common for buses to remain at the stops for extended periods. Yes, I know everyone is devastated at the massive loss of trees - we don't want them put back bang in the middle of the road, however! Every street planting that has been attempted in this part of Neerim Road has failed dramatically and I do not think that plantings are required here. However, we want plenty of plantings as part of the "Skyrail" project! Parking. Originally there was a small car park next to the laundrette. 12 spaces from memory. All numbers for parking do not take into account the loss of these spaces. Council should be negotiating with the LRXA to have this parking reinstated/replaced (with suitable time controls) in the new rail car park. The location for this should be as close and convenient as possible for the shops. I would suggest the former car yard site. It was very disappointing that your "experts" had obviously never visited the Murrumbeena Village area.

tony russell 9 days ago

Don't do it will destroy the shops

khunaum 10 days ago

I propose to support design two - Neerim Road two way and no link road. The main reasons are as follows: 1) Safety for the residents and young children who always use Hobart street and Railway Parade. There are a lot of young children walking on these streets to go to Murrumbeena Primary school. On proposed design 1 and new link road, this design will give a lot more traffic on Railway parade and especially on Hobart street (having the fact that in the next 10 years, it would be many more apartment complex from the new council plan). Imagine when the kids (including my kid or maybe possibly future of your young children) walk to the school, how many streets crossing and number of cars, they need to walk pass. The design number 2 with two way on Neerim road give the better design for the community. The cars that does not need to come on Hobart street or railway parade, can go on Poath road or Murrumbeena road. In addition, after the sky rail completed, the resident would use the bike path under sky rail. If the council chooses to build the link road, it will be more dangerous for bikers or pedestrians who use the bike path (and again for young kids who will use the path). What the most important in the community is the safety of the residents and especially for the young children in the area. You just need only one stupid driver to kill one family. You can see how bad of accident occurred in Cranbourne east smash. This is not worth the risk. The link of the news is as below: <http://www.theage.com.au/victoria/woman-and-teenage-girl-killed-in-horrific-cranbourne-east-smash-20170809-gxsywy.html> Please (External link) do not build more road in the kids' area. Safety comes first. I live on Dunoos Street in Murrumbeena since 2003 and can see how the residents use the streets. 2) More business opportunities for the local shops in the Murrumbeena's Village. With the proposed designed two, it would bring more business to the local shops. Two ways traffic is necessary factor for the local shop to survive. From the feedback session, the council can see the massive supportive that the local residents support design two and request Neerim two-way. If the council blocks the traffic from Hobart to go to Neerim road North way, the shoppers will have more option to go to Carnegie or Hughdale. As a result, it will be bad business for Murrumbeena's Village. 3) Save budget from building new link road. You can use that money to improve bike path, plant more trees and build more parks and open space for the Murrumbeena's community. That is what the government keeps promising to us about sky rails (more parks, not more road).

stephenD 11 days ago

Design one can be improved by retaining two way traffic along Neerim roads. This will help the traders and their customers and remove the through traffic which clogs the shopping strip. It will also prevent traffic having to use side streets to access the shops. The City of Glen Eira needs to accept Vic Tracks offer to have a link road or regret the missed opportunity for generations to come. If not built now it cannot be done in the future when they have built apartments and multistorey carparks along both sides of the skyrail. Short term pain for long term gain. I believe northbound traffic avoiding the Murrumbeena / Dandy Road intersection are more likely to use Oakdene, Blackwood and Anzac (an area where I live), rather than Hobart Road. The City of Glen Eira needs to negotiate short term parking with Victrak as on street parking in either option is not sufficient.

Greg Neal 11 days ago

Great work arriving at design One! The link road and one way Neerim Rd will transform the strip into a shopping / dining mecca by removing unwanted traffic and increasing parking and pedestrian amenity. I see a problem with rail trail shared path causing traffic congestion with level crossing on link road and Murrumbeena Rd. How about having an elevated shared path/ bridge in east west orientation for pedestrians and cyclists on the side of elevated rail? This could help pedestrians and cyclists safety while allowing smoother flow of car traffic below. I remember how useful our old station footbridge was for crossing rail line and avoiding level crossing boom gates. Thank you Glen Eira for seizing this opportunity to redesign an historically congested urban landscape.

Ana 11 days ago

I am a late but enthusiastic convert to Option 1! After attending the recent consultation session it became clear to me that Option 1 is really the only way to keep our shopping centre alive and in-tune with the changing times. The talk given about the changing needs/expectations of shoppers really hit home. In the not too distant future, people will do much of their shopping online and will mostly want shop fronts to provide services and experiences. If our little shopping strip is not designed to accommodate this change, it risks fading away to irrelevance. On the other hand, if it is designed properly, it can set a new standard and be an example of how to keep a small shopping strip alive! I understand that it can be hard for people to get their heads around fundamental changes like this. But it's the ones that do who thrive. Sure, both options involve compromise, but we need to make sure the compromises accommodate our best hope for maintaining relevance as the future comes ever closer. Please, Glen Eira, be brave and lead us to relevance and the way of the future! Changes will arrive and we can choose to be prepared or not.

Tiddalik 13 days ago

I have a serious concerns about option 1 and perhaps someone can help us all out with a few straight answers. 1. Carpark - Skyrail carpark is massive. From the station to Riley Res. Why has it been omitted from the pictures when it is the overwhelming feature of the space? Link Road removes many more car parking spaces than will be created by option 1. Why is option 1 being promoted as achieving more carparks when option 2 can achieve even more 'short term' car parking closer to the station and within the main carpark? 2. Bus Stops - Both the 822 and 624 use Beena Rd and the NorthEast corner of R'way and Beena is being altered to accommodate the 624 only. No explanation was given for why the 822 must continue to divert through Sydney and Hobart (.... it's because the old bus stop is next to the ped crossing on Neerim and the bus needs to get to the station side of the street). Why isn't the North East corner of R'way and Beena being properly designed to accommodate a decent transport interchange between train and bus? 3. Traffic - The presentation by Stuart (...tough gig Stu) needed 5 slides to explain the convoluted changes, signals, roundabouts, intersections, ped and bike crossings that Link Road brings with it. Why are the wider traffic control measures on residential streets not being shown? Stuart talked about speed humps, narrow points and "other measures" (read mid-block closures and one way streets) to address the rat runs AFTER the Link Road is in. What are the chances that we will be able to step back from this Link Road once it's in? 4. Scope - The project is narrowly focused on outdoor "lingering" spaces in the western end of the Neerim Rd strip. Is this really where we want to linger longer? All of the current traders need to GO to accommodate these new dining opportunities (unless the post office can make a decent coffee). Why can't we re-focus on our suburb as a whole and not just a couple of picnic tables out the front of the laundromat? Village feel is about quite

walkability, kids, dogs, prams, trees and open green space. The proposed traffic changes absolutely fail to address this in any form and the motivations behind option 1 are questionable ...at best. You had paid professionals introduced as "independent Experts" but the real experts were all there, and they came for free. They should be listened to because they know their suburb better than anyone. They are telling you what to do right here and whilst a couple of people are on board with option 1, the vast majority are clearly warning that fools rush in where angels fear to tread. ...Oh one last question. Would anyone else like to see the same Link Road space used as a green, accessible, north south connection for everyone who LIVES in Murrumbeena?

trinityjayone 13 days ago

The extra parking is the only nice thing about this design, and it still comes at too great a cost. Bus stops on Murrumbeena Rd are going to slow traffic. Intersections at Murrumbeena Rd on both sides of the tracks would barely be an improvement on the current situation! There definitely needs to be an increase in parking, but convoluting the nearby roads is not the way to achieve it.

Cranky 14 days ago

I suggest Neerim road be turned into a mall with no vehicular traffic allowed. The mall could be designed to be a magnet for people which in turn will be great for local business. Do not let Chastone Shopping Centre be the only place people want to go for shopping. Turn the area into a "People Zone" not a "Traffic Zone".

djt 14 days ago

Without bring repetitive to everyone else's concerns and comments, it's pretty clear that consultants show a lack of understanding of traffic or empathy for the Neerim Rd business's and the local residents when they suggest reducing passing traffic or making Neerim Rd one way.. Just some observations and questions. What is the actual reason that the council wants to create another intersection and link rd when 200 metres up the road you have the same scenario. There is plenty of ways to create carparks as has been suggested by others. What is the actual reason to make the strip one way. Why create a bus stop on the opposite side of Murrumbeena Rd. Will you actually get a row of trees down the middle of Neerim Rd in the 2 way traffic scenario (maybe someone get a tape out and measure), Would the North bound bus not just stop traffic. Would the passengers still stop traffic to get across to the station. Where do you think West bound traffic on Neerim Rd wanting to go north at Murrumbeena Rd will do. Gee, maybe cut through Hobart and turn the residential streets into a thoroughfare. Brighten up the shopping strip is a great idea but turning away the customers to the strip and making it difficult for the locals who live and breathe the area, just doesn't make any sense.

MAS 14 days ago

Not a fan of the one way flow, roundabouts and intersection at railway parade and Ardyne. All very confusing and I think it would be a deterrent to new comers to visit this location, especially if they are coming from the East and wanting to go to the cafes etc. I would think we could sacrifice some of the area under the skyrail to accommodate some extra parking and continue with the 2 way flow through at Neerim road. Outdoor dining for the existing cafe on the South side of Neerim could be offered by the land to the East of it. There is no other current trader that really needs outdoor area at this stage. Bus stops on Murrumbeena road do not make sense, would be better on Railway Parade to avoid halting traffic, especially traffic wanting to continue South around traffic that is turning West on Neerim. Increasing traffic flow was the original reason for sky rail in the first place. Much prefer option 2 and not have a thoroughfare from Hobart to Ardyne and 2 way on Neerim.

AnnVL 14 days ago

I think that the one-way option is not going to serve our community. Given the challenges our local traders are facing financially due to the skyrail disruptions, we need to support them as much as possible - otherwise we won't have any shops to go to regardless of how safe it is for pedestrians or how wide the footpaths are. I think that the wider footpaths are great - can we have them with a two way option?

LAS 14 days ago

After attending the Q&A last night I wish to make further comments. 1. It is essential for the local residents [many of who by the way are rate payers] living south east of Dunoon St to have a safe pedestrian pathway from their homes to the shopping strip on Neerim Rd and to the primary school in Hobart Rd without the need to battle traffic, cyclists or have to walk up to Murrumbeena Rd to get to the shops and or school. The pedestrians must have safe access and right of way across the bike path under the sky rail. 2. Within a 500m radius of the Neerim Rd shops we have 3 nursing homes, primary school, day centre for adults with multiple disabilities a number of whom use electric wheelchairs, a child care centre and maternal health centre. We also have a number of local residents with physical, intellectual and mental health concerns as well as teenage school children commuting from Murrumbeena who are constantly on their mobile phones and not looking around. Taking our vast varied local population into consideration, how is it considered safe to suggest a shared vehicular and pedestrian pathway from the intersection of Murrumbeena Rd and Neerim Rd down Neerim Rd for some metres. It is an accident waiting to happen. 3. There was discussion about Al Fresco dining on the south side of the shopping centre on Neerim Rd and the need to expand the footpath to accommodate that. As there is only one cafe on that side presently and the need to maintain the PO, laundrette, barber and dry cleaners for the local residents to access there appears reduced need for a lot of space for outside dining. Perhaps this is being strongly encouraged by the designers as the council could potentially increase their revenues by charging shop dwellers for using the outside pavement in the future. 4. The idea of a set of traffic lights for the bike path when it crosses Murrumbeena Rd under the Sky Rail defies logic. The whole idea of removing the rail crossing was to improve traffic flow. Even with an integrated signal system to the traffic lights either side of the bike path lights on Murrumbeena Rd- Neerim Rd intersections there will be traffic delays if cars have to stop for the bikes. Why can't the cyclists who are riding through Murrumbeena to elsewhere get off their bikes at Murrumbeena Rd and cross at either of the two existing crossings as all the local residential pedestrians have to. No to this extra set of traffic lights...why did we bother to remove the train line!! 5. Once the Link Rd set up was explained with road deviations, round about after round about and numerous pedestrian crossings all in the space of a very short distance I strongly believe it will be a bottle neck of traffic that will impact on local residents around Railway Pde and Hobart St and cause havoc and great frustration to the local users. I say NO to the Link Rd in its current form and probably any form.

Jose 14 days ago

Not a fan. But somehow when i read the reports it feels that the decision for this option is already made.

Matt 15 days ago

Design 1 is BAD for locals. Creating the link road will defeat the purpose of having a skyrail and lead to traffic issues in the quadrant bounded by Neerim Rd, Poath rd, Hobart Rd and Dandenong Rd

Katie H 16 days ago

The one way road makes the traffic improvements of having the skyrail redundant.

SK 16 days ago

NO to design 1.....NO NO NO!!!!

rwetherell 16 days ago

Having considered the two possible design options, I am convinced the only way option one can be improved is to abandon it. I see this questionnaire does not ask for objections to either option, only for ways of improving them. Thus I will have to follow the lead of others and give my objections here. I am not a trader, but have been a regular user of the Neerim Road shops for 17 years - but have been going much more sporadically lately, since the butcher and greengrocer closed down. Now we have the Skyrail works (and I am looking forward greatly to their completion, and losing the boomgates for all time), and we are all wondering how this small shopping strip might be transformed into a landscaped retail hub, or whatever. I have known several such transformations over the years, beginning in Armidale NSW in the 1970s, when a successful mall was established in the main street. However, these have all been substantial areas and reasonably wide streets. The Neerim Road strip is short and fairly narrow. To get to the shops, it is important for drivers to be able to come in either from Murrumbeena Road, or along Neerim Road. I can see the good points of the proposed Link Road, but still, there would be no traffic access westward along Neerim Road. This would lead

to a further decline in the viability of the businesses there, I feel sure. Moreover, traffic would be forced on to Hobart Road, Melbourne St and other nearby streets. I am not sure what the future carpark for the station will look like, despite some attempts to find out, but access to this is very important for those using it. I do hope there will be more car spaces than in the old carpark (and many more at Hughesdale Station where there were few before). So I am all in favour of option two - two-way traffic along Neerim Road near Murrumbeena Station. The trees in the middle of the road would be very nice, but not essential I don't think, since there will presumably be many more trees in park-like areas along the line, to make up for the large number of lovely eucalypts taken out during the construction process.

Sandra 16 days ago

The one way traffic will only increase the traffic in Melbourne street for the locals in the area. Also there should be plenty of car parking with the station near by. Making the road one way will NOT increase the customers to the shops, better stores types will bring customers. Also I don't understand why you would put the bus stop on Murrumbeena road, there is a reason why we have built the skyrail to allow for better traffic flow and now you are suggesting to add bus stops in its place. I don't understand why bus stop can not be placed within the station area out of the way of main roads? Also it is not clear from the diagram, will cars be able to turn right from Murrumbeena rd into railway parade when heading towards Dandenong rd? or are we just increasing the traffic down Ardyne street to the linked rd?

Clare 17 days ago

It has to be two way to maintain the viability of the village.

Consultation or Justification 28 days ago

What a sham this entire process is. The last round of justification (oops I mean consultation) overwhelmingly showed that LOCALS DO NOT WANT THIS LINK ROAD. And yet here it is again as one of the final 2 design options. What you are doing is divisive and dishonest. THE LOCKED IN DESIGN IS CLEARLY THE LINK ROAD. No doubt it is all for the convenience of the buses. It stands out on your designs because of your clumsily added text boxes on what is an otherwise professional design tool. I wonder how long it will take for you to remove this message (you have form).

#### **Hide reply (1)**

RN Long time resident 17 days ago

COULDN'T agree more!

JD 29 days ago

I think one way on Neerim Road is an excellent idea - MORE car parking means more business for traders, not less business! I would stop more often at the Murrumbeena shops if there were more car parks.

#### **Hide Replies (8)**

Mike 29 days ago

How is it excellent? No argument regarding the car parking...but if you can't drive down directly from poath road it makes no sense. Two way means more traffic...by definition. Therefore the potential for more customers

#### **Hide Replies (2)**

dars 28 days ago

totally agree- has to be two way

Russell Parrington 18 days ago

Passing cars are not customers. It is foot traffic that provides customers. Parking is also important

Beena 28 days ago

Don't you think the Train station car park is going to provide more parking? Clearly you don't live in the vicinity of the Shopping Village otherwise you would appreciate the traffic congestion and rat-running this one way proposal will cause for residents. We've got more than enough to put up with already with Sky Rail on our doorstep! This would just be the 'icing on the cake'.

### **Hide Replies (3)**

Evflit 28 days ago

I see the benefit of the link road being for people driving along Neerim Rd from either direction. I don't see why anyone would come down this way rather from Dandenong Rd rather than using Murrumbeena Rd - without the railway gates to hold them up, why wouldn't they?

### **Hide Replies (2)**

BeenaRes 28 days ago

Conversely, Why would anyone heading into the city from Murrumbeena South use Beena or Poath Rd to get to Dandy road? They will flood through Ardyne and Hobart then get a slip lane to join city bound traffic on Dandy. The only measure being considered to make this less attractive is to bugger up the local traffic streets with "two way narrow points, speed humps and speed limit reductions" ??? (it's already 40 on Hobart) The consequences of the Link Road go far beyond what is shown in the diagrams.

### **Hide reply (1)**

RN Long time resident 17 days ago

I agree. No extra traffic for our residential streets.

Murrumbeena local 24 days ago

I agree!

Davo 17 days ago

Why can't carpark entry be kept on the link road? One option could be to make a large roundabout which feeds traffic through murrumbeena, neerim, railway pde back to Murrumbeena, with entry to parking on the link road. Without the level crossing, I think most people would use it. This option could keep the link road two way. Option two would be leave Neerim two way, but manage traffic to enter via Hobart or Ardyne. I live directly opposite the proposed third carpark entry on Railway Pde and I think this will only increase rat runs in the local streets... making it more difficult for locals to get out of their driveways than it has been. I think the third carpark entry on Railway Parade will bring more traffic and competition for parking past an already densely built up area.

FlyGirl 17 days ago

Neerim Road needs to be 2 way - no question - access for traders and shoppers will be less if it is one way

Beena Local 17 days ago

I often go to Murrumbeena shops and mostly walk there, but there have been times when I need to make a quick dash there by car. When I looked at design 1 (one-way option) I thought how would I get there by car? Coming from the Poath Road end of Neerim Road you might think that I would use the new link road and go all the way around. Not likely! I would choose to go down Hobart Rd and onto Melbourne Street and I don't think I would be alone. I wouldn't be very happy about that if I lived in Melbourne Street/Hobart Rd. One-way is too restrictive making it more difficult to get there and in turn people will be less inclined to want to make the effort to go there at all. In terms of parking, I would hope that there will be a number of parking bays allocated to the shops with 2 hour restrictions. It need not be allocated to commuters alone. Trees down the centre of the road?? Looks nice but wouldn't widening the footpaths be more functional??

Russell Parrington 18 days ago

I support "Design One" as it provides a friendly landscaped village atmosphere conducive to creating meeting places for the local community and visitors. Design Two does not create desirable spaces, as it leaves two lanes of traffic driving straight thru the small shopping centre, unfriendly to pedestrians keeping the area generally unpleasant, maintaining the status quo. Lanes in Melbourne's CBD are renowned for their unique atmosphere and are popular with city workers and dwellers. Acland St. StKilda shopping precinct has been converted to a mall and is thriving with widened footpaths and creative landscaping. Councils in inner suburban Melbourne are also widening footpaths and landscaping to attract shoppers and restaurant patrons to creative village like spaces in a landscaped environment. Design One converts an ordinary motor car dominant, two lane road opposite a railway station to a single lane road thru an attractive landscaped village

like, coffee / restaurant meeting place which is pedestrian friendly. It is both lane - like and mall - like, essential in creative modern street design to ensure successful small shopping precincts. To convert the small, mainly unattractive and unsuccessful, Murrumbeena shopping centre to a village like meeting place with wide pedestrian friendly spaces for tables is a Once in a Lifetime Opportunity to lift the shopping centre and should not be missed. The above reasons outline why I support the excellent Design One Russell Parrington

JF 18 days ago

I prefer design one it will allow for increased pedestrian traffic and create a village atmosphere. Realistically bulky shopping will not be done in Murrumbeena, I believe creating a cafe' boutique atmosphere will bring more to the village. Moving traffic out of the precinct will help that!

moishirley 18 days ago

No to design one. Yes to design two. Design one will divert traffic unnecessarily to other residential streets. That's not convenient & that's not what this change was supposed to achieve, for everyone, commuters, retailers, drivers, shoppers, residents. The street has to be accessible to encourage & attract us all to the local businesses without causing disruptions

DeniseU 18 days ago

Keep it two way traffic. The point of the level crossing is to improve traffic flow, not just for safety. There is more negatives than positives in this option pushing traffic down streets that don't need or want it. A few additional parking spaces will not make up for diverted traffic. Neerim road businesses should flourish when Skyrail is complete the carpark returned to the people.

Land of Frogs Resident 19 days ago

I was on the fence at first, as I can see merit in both approaches. But, after looking it over and reading through everyone else's thoughts I really think Option two is the only viable way to go. This is a really big turning point for our village. Whilst Skyrail has put a big strain on the local businesses, we weren't honestly booming beforehand. I would vote for option 2 with the proposed trees down the centre relocated to the footpath, and the median strip space used to expand the footpaths as much as possible. It would allow for cafe style outdoor dining as so many have mentioned and the centre trees will be a congestion issue. Option 1 looks good on paper but there is such a high potential change of traffic usage down the side streets, which is inappropriate and detrimental to the atmosphere of the suburb. I would think also that the bus stops should be removed from Neerim too as there is going to be enough room on Murrumbeena and the traffic from the station can easily flow out that way. I'm sick of them all including the current shuttle buses taking shortcuts down my residential street and my street isn't even on the route. With Chadstone and Carnegie nearby we're competing with bigger more resourced shopping strips. We need the two way traffic for incidental shoppers, and we need to attract them with charm and atmosphere, and we can't just sell coffee, as great as it may be. I'm a mostly pedestrian & public transport user & full time worker. I hate the fact that my little local green grocer is now a skyrail command centre, and all my local shops are pretty much closed on Sunday, and I am then forced to trek to Carnegie. We need renewal and we need the two lanes to do it. It's not just about attracting cafe goers, but to alongside that to improve our village feel. One lane with a link creates a bypass of our strip. Whilst there are lots of cases of areas in melb that have the one way or ped only street options that work, they were already strips that were in high demand and flourishing. I don't think that works for us. I'm trying to see the bright side now of the impact of skyrail and get over the anger it created for us all. We can make this beneficial, but I'm so worried that the historical elements and the natural elements I fell in love with when I moved here won't be there and replaced with just shiny & new and no context to its place and its community. I just hope our new Murrumbeena still has a place for knitted lamp posts.

jrpell6264 19 days ago

I am an advocate for Design One. I think it could be improved by closing off Neerim Rd between Murrumbeena Rd all the way to the new Link road and transforming it into 'Neerim Mall.' This would open up the whole strip to a gateway of shopping, cafes, European style open air markets and exhibitions which would increase the patronage for the traders akin to Eaton Mall in Oakleigh which is alive most days and

nights. A vibrant mall like this would attract more people from afar which would increase the economy of the area. We live in Beaumaris but would definitely frequent the mall. Looking forward to it already!

JRM 19 days ago

Keep Neerim Road two way. People will bypass the shops and head straight to Carnegie when they have to make a loop. Am I just wasting my time? Is this really consultation or have you already decided? Just like Skyrail!

tezaus 20 days ago

Introducing the extension across Neerim Rd [joining Ardyne to Hobart] and making it one way in Neerim will be a negative impact to the surrounding streets and access/ amenity to the shops. A rat run from the traffic that is banked up on Dandenong rd at peak hours, not from turning into Murrumbeena rd but just traffic volume, will increase as they turn on to the service rd turn down hoabrt and then rejoin Murrumbeena rd through the side streets [ Sydney /Melbourne or any of the others off Ardyne. This will be worse if it is one way in Neerim. The car park spaces would not be affected by as much as they claim if there are no bus stops in the Neerim rd shops area, which begs the question why are they there ? Is the council going to move the bus route so it is only going along Murrumbeena??[which would be good for school/local traffic in the narrow streets] It is bad enough with the sandringham bus coming down the very narrow sydney rd to turn on to Hobart rd, how much worse for the school pickup/drop off will this make it with the extra cars bypassing the one way section? The traders, from talking with them, mostly don't want the one way. The impression, which may be wrong but it is the impression I get from conversations and the way the proposals are presented , seem to be pushing the one way and road link . Why is this ?

B.BROD 20 days ago

I am totally opposed to option 1. You will cripple the traders of an already struggling strip. You will triple or worse traffic flow in Melbourne Street, and Railway Pde, at the detriment to those residents, on roads never designed for the volume. What is the opinion of the traders to Option 1? Have you tabled their response to your proposal? This is not your livelihood you are interfering with, you will complicate all residents to the east of utilising the strip. They will have to enter Hobart st, Melbourne Street, then Murrumbeena Rd, to enter Neerim rd. They wont bother going, instead choosing Hughesdale, Chadstone or Oakleigh. You will in affect kill the struggling strip with your beautification. It may look good on paper, and make you feel good about yourselves, but the traders will pay the price. Let the traders decide, it's their livelihood, we are just visitors!

JG 21 days ago

We like the design options in Design One. The link road looks like a good idea. Also the one way street and additional angle street parking will allow a lot more people to access the shops along the street.

DT 21 days ago

My preference is for DESIGN TWO!

Gary 21 days ago

Design Two is the way to go opening up a the link road is only going to increase the traffic along railway parade. A lot of people would like the link bypass so they could bypass the shopping area so they can beat the traffic lights around the Neerim road and Murrumbeena intersection.

LAS 21 days ago

Something must be done to the entire road surface of Murrumbeena Rd from Dandenong Rd to south of the existing railway line. Patching pot holes and dips in the road surface is not good enough. Our house is becoming damaged from the vibrations from constant traffic of construction vehicles and increase in regular traffic traveling over the uneven surfaces of Murrumbeena Rd. A total resurfacing of the road from Dandenong Road southwards is essential and it needs to be sooner than later.

LAS 21 days ago

NO to Neerim Rd being one way. I agree with all the existing feedback posted already against Neerim Rd becoming one way. I am a local resident of 30 years and have put up with traffic congestion along Murrumbeena Rd, Neerim Rd and all the side streets running into Hobart Rd for years now and enough is

enough. Making Neerim Rd one way would lead to increase traffic congestion on Neerim Rd, with cars turning into Neerim Rd from Murrumbeena Rd and there would be a massive increase in all the side streets linking Murrumbeena Rd to Hobart Rd which houses our large primary school. With a magnifying glass you can read on the map of design one that the entrance to Neerim Rd from Murrumbeena Rd appears to be shared vehicular and pedestrian traffic...How safe is that for anyone involved???? And the traffic congestion on Murrumbeena Rd would increase with traffic building up to turn into the shared road to enter Neerim Rd. The real locals are fed up as are the shop owners in Murrumbeena..we want 2 way traffic in the shopping strip. How do you think people will be able to easily reverse out of the angled parking proposed into a one lane road ...it will be a congested nightmare and people will avoid it like the plague which will be bad for the shop owners. No proposal that increases congestion in our local side streets and allows more potential traffic near our primary school should be approved. The residents along Railway Pde cannot be happy with the thought they are going to be living on a busy major link road between Hughesdale and Carnegie as well as look out on the sky rail. No, NO, NO to a one way Neerim Rd.

AK 21 days ago

Option One is fantastic. Re-directing traffic flow is a great idea in conjunction with the link road. It opens up so much possibility and potential for Murrumbeena shopping strip. There will be more footpath for pedestrians and potential for cafes to have additional seating. The shops on the corner of Murrumbeena Road and Railway Parade will benefit too. Design one is a much better plan. This will allow Murrumbeena shops the opportunity to transfer and develop into a terrific small village! It works similar to the fantastic pedestrian upgrades to areas such as Greville Street Prahran or South Melbourne Market.

RGT 22 days ago

The Link Road option is bad for local residents and traders in Murrumbeena but will be great for through traffic who will save a few seconds in travel time.

jve 22 days ago

I prefer Design 2 with no Link Road. Neerim road should be as it is (two ways) as it is designed for that. Design 1 with link road will increase traffic in the residential streets.

Alfie 22 days ago

Two way traffic is clearly the best outcome for all stakeholders.

This is silly 23 days ago

First This is not really consultation. One way will just irritate the real locals, not those who just come for a latte. Having the connection of a new road was NOT the promise of sky rail to local residents. Never I'm road should be two way as it is the main thoroughfare and is designed for that. Railway parade is not designed for main traffic IT IS FOR LOCALS ONLY

Ken Bale 23 days ago

look, one way is the best but would be better with no car traffic and only pedestrianised. Been to Oakleigh and Box hill before? Now there is no barrier with the train line raised up there is no need for having two major roads right near one another.

Rick 24 days ago

I agree with the one way flow and the provision of kerb side dining options. I believe there could be a widening on the northern side to encourage kerb side dining as most of the traders in the current configuration are on the north. While it does experience some overshadowing with extended footpaths will get some sun and encourage trading. Additional canopy trees could be considered in the areas of no overhead power. Undergrounding of the power in the section from Murrumbeena Road to Hobart Road to reduce the clutter and improve amenity. Quality finishes are imperative, granite, bluestone and furniture. Reduction in traffic is important to encourage a pedestrian environment. Question: is the car park connected from railway parade to Neerim Road under the overhead? Plans do not indicate a connection. This connection is important as it will mean that the strip has connectivity from north and south. Overall a good concept with the overall success relying on high quality finishes.

Julian 24 days ago

The Neerim Rd one-way option with a link road is not a good idea. This will cause the following:- increase right turn traffic from Murrumbeena Rd (northbound) into Neerim Rd, narrowing the through traffic on Murrumbeena Rd;- increase traffic using Hobart Road (a narrow street with a Primary School) to by-pass the Neerim Rd one-way section, this is a serious safety issue;- increase traffic using Link Rd and Railway Parade to by-pass the Neerim Rd one-way section;- restrict traffic options for residents within the Hobart Rd side streets, resulting in Melbourne St becoming busier westbound;- Funnel more traffic down side streets to by-pass the one-way section of Neerim Rd. Please leave Neerim Rd two-way.

Murrumbeena local 24 days ago

I prefer option 1 over option 2. I want more parking, pedestrian activity and on-street dining to make Neerim Road Murrumbeena more lively. It is boring right now. I like the new link road too.

Mike 29 days ago

The one way link road is not a good idea and I oppose it. You will rob traders of 50% of the potential traffic by diverting traffic to railway parade. Why cant you leave Neerim Road as two way and create the link road? The current skyrail works and the close of the station are devastating local business. I cant see how this solution will improve the current situation. For example, if I want to visit the shop 444 Neerim Rd, and I am traveling down Neerim Road from Poath road I would need to either park in the railway car park on railway parade or do a lap by traveling down the link rd, turning right into Murrumbeena and right again into Neerim?? Its not clear which section of Neerim is one way - is it the part of it closest to Murrumbeena Road or the whole section up to the link road? This needs to be a lot clearer.

#### **Hide Replies (3)**

Abe 29 days ago

I agree the design plans need to be clearer with labels on the diagram clearly stating what everything is, but I'm not sure if the traders are being 'devistated' by the current closures!!!! The shops there have never been more busy in my opinion.

#### **Hide Replies (2)**

fairbairn 29 days ago

The shop keepers have experienced a marked drop in customer visits for some time now .

manny 24 days ago

the shop keepers have been impacted immensely by the lack of foot traffic from train travellers and it has hurt them financially! The only stores gaining business are the food related ones where the skyrail bludgers eat from.

KJS 25 days ago

Option One will vastly increase traffic in residential side streets and increase risk and hazards, especially along Railway Parade for example.

Alduigan33 26 days ago

Option 1 not sensible. Option 2 much better.

not happy dan 26 days ago

So now you want our suggestions and opinion! What about our suggestions on the "Skyrail"? We said NO and there were no consultation regarding having a Skyrail. Rail under only!!!

Donna 26 days ago

Not in favour of option 1 and only interested in option 2.

natleske 26 days ago

I disagree with making Neerim road one way. This makes it harder to access the shops - you should be trying to increase access, not decrease it. to go around the block to then have access to the shops is too much effort and we won't bother. please keep Neerim road two way! we are also concerned about a lot of extra

traffic down the link road and into railway parade and Ardyne street, especially since cars won't be able to go west into Neerim rd past the shops. we live in Ardyne street and are concerned about a lot of extra traffic in our street if you go ahead with this option. If you have to do the Link road, please at least make Neerim road 2 way so that some traffic avoids the link road. otherwise the intersection of railway parade, link road and ardyne street will become very congested and may involve unsafe right-hand turns. the diagram is unclear about exactly how this intersection works and if turns can be made all ways and if this is safe. we are worried there will be a large and constant stream of traffic heading south down the link road and make the intersection unsafe.

alan\_warpmail 27 days ago

The link road is a bad idea. What Glen Eira needs is more parks and green space, not more bitumen. The extra road will not be needed when Skyrail removes the level crossing. More roads create more traffic.

Arty 27 days ago

I like the idea of the link road, but not the one-way traffic in Neerim Road. Funnelling traffic onto Railway Parade from Neerim Road doesn't make sense.

Murrumbeena 27 days ago

I think the link road is the best solution in this area. I don't think it will increase traffic in Hobart road given it ends in the service lane, and people who want to get to Dandenong Road will use Murrumbeena Rd, not turn into Railway Parade and then take the link road into Hobart Road. What it does though is allow access to the other side of Neerim Road (towards Carnegie) in a straight line, instead of going near the station, turn left and then turn right, which slows traffic down and creates congestion on Murrumbeena Road. I am a local and never understood the set up of the intersection - it desperately needs improvement. It also allows less congestion on Murrumbeena Rd during school pickup / drop off time. To avoid it becoming a hazard for school children walking to and back from school, all you need to speed bump/speed limits/clever road design.

#### **Hide reply (1)**

BeenaRes 27 days ago

Allows less congestion on Murrumbeena Rd by re-directing traffic onto residential streets. Speed limit is already 40-50 on Hobart. The only other measure proposed is narrow points and speed humps? This all creates MORE conflict zones where our kids walk / ride and turns our residential neighbourhood into a thoroughfare. It does not adequately address the whole neighbourhood and is purely focussed on the Neerim Rd shops at the expense of the rest of the suburb.

cd89 30 days ago

The link road is a brilliant idea, as one major build up of traffic on Murrumbeena Rd is from people turning right onto Neerim Rd (driving northbound) while there are cars parked in the left lane. Allowing cars to continue 'straight' through this thoroughfare from Dandenong Rd to Caulfield will be highly beneficial.

#### **Hide Replies (3)**

Beena 28 days ago

Brilliant for who? All this does is force cars down narrow suburban streets or 'rat running' down Hobart Road and Melbourne Street!

#### **Hide Replies (2)**

cd89 28 days ago

It will create a quieter Neerim road, allowing it to be turned into an entertainment hub with restaurants, shops etc. which is beneficial for the suburb as Murrumbeena is truly looking a bit worse for wear in that department. We need to stay objective and look at what will benefit the suburb as a whole, not just our individual streets. Sadly, a lot of the narrow suburban streets are busy thoroughfares, both north and south of the train tracks. My remedy for this is simple. Murrumbeena Rd needs to have ALL lanes as clear ways at all times. This in addition to the crossing removal will increase traffic flow and get people off our 'quiet' side streets.

**Hide reply (1)**

BeenaRes 28 days ago

A bit worse for wear? Yeah, there is way too much Blue, Orange and Grey in the area. We loved our suburb because it was not a thoroughfare. This project is supposed to improve walkability and green space. How does introducing Rat Runs, one way streets and massive carparks do that? Once the Level Crossing is gone the entire suburb will be surrounded by Primary roads Dandy, Beena, Poath and North. The through traffic is mostly residential and the whole suburb will benefit from actually listening to the locals rather than the spin which arrived in my letterbox this afternoon. No Link Road (we can see what you're doing, ...once bitten)

ds 28 days ago

No link road - Hobart Road is busy enough as it is. There is a school at the Dandenong Road end and encouraging more cars into Hobart could possibly cause risk to children during school hours

Tim 28 days ago

No to a link Road. What a brain dead idea that will create annoying rat run traffic during commuter peak hour times. Cars will try to get from Kangaroo to Dandenong Rs via this route. Disaster for locals!!

AndrewE 29 days ago

No Link Road. \*warning- missing detail\* the posted design one fails to include the "traffic puzzle" that BEENA will become. Dunoon St closed at R'way. Hobart Rd mid block closure at Melb. Without these measures Rat Running will overwhelm the village feel. Walkability is achieved by reducing traffic thoroughfares not introducing new ones. Turn the Link Road into a Link Path for peds bikes and prams. If you provide 10,000 car spaces you will attract 10,000 cars. Keep the busses on beena road and out of the side streets, protect our kids around the school, keep neerim two way and leave us just a little piece of suburb we once knew. Link Road will not maintain our village feel. It will kill it off once and for all. Please don't do it.

**Hide reply (1)**

Tim 28 days ago

Totally agree. The rat running with a link road will be a danger to pedestrians and create more traffic.

Lauren 29 days ago

No one way. Needs to be two way. And no link road!

**Hide Replies (2)**

Margaret 29 days ago

Totally agree.

**Hide reply (1)**

dars 28 days ago

totally!- two way thanks

fairbairn 29 days ago

With the recently amended Design One & Two it is clear what is suggested to happen. There needs to be an easy way to get to the shops when approaching from Poath road, my suggestion would be to turn right into Hobart Road and go around to Murrumbeena Rd. around the back of the shops via Melbourne St. The link road will encourage drivers to use Neerim Rd. coming from that direction and avoiding the Shops altogether also the Rat-Runners will use the link road to avoid Murrumbeena Rd. Hobart Rd will be hammered and Riley St thru Wilson St. The link and Railway Parade will need to be at least two lanes each way in other words a 4 lane thruway with purpose designed traffic lights to favour this thruway at peak times

**Hide Replies (2)**

Mike 29 days ago

Why cant We just go straight? Seems like a lot of pointless effort..

Beena 28 days ago

As a person that lives in Melbourne Street, I don't need any more traffic barreling down the street thank you. It's a narrow residential Street already overrun with trucks and cars, more of the same we don't need!

Beena 28 days ago

I live in Melbourne Street, and would like to understand how you propose to manage the significant increase in traffic using this street as result of these plans? I am opposed this one way design for Neerim Road as it will only increase traffic congestion in narrow suburban streets - which is already an issue for residents. This might look pretty, and wonderful on paper - just like Sky Rail - but lacks common sense.

PY 28 days ago

Design one seems focused on people approaching Murrumbene from the west. I think having Neerim Rd one way will cause people approaching Murrumbene on Neerim Rd from the east to just bypass Murrumbene and go onto Carnegie. To get to Murrumbene shops you will have to go past and loop back. Also the plans are lacking on any detail about how traffic will be managed on Hobart Rd and Ardyne St.

Margaret 29 days ago

Those of us who live in the streets between Neerim Road and the Highway don't need any more traffic using Hobart Road. It's a narrow street, part of a regular bus route and regularly has cars parked on both sides of the road leaving insufficient space for oncoming traffic to continue when a bus is approaching. Often there is nowhere to pull over to allow the bus through. If a link road is created it will mean increased traffic passing the primary school - not a sensible outcome. Why can't we leave Neerim Road as two way?

Mary B 29 days ago

No link road please. I live in Ardyne St & am vehemently opposed to any more traffic there. Channeling through traffic into a residential street is a terrible idea

mickcal 29 days ago

Garred is correct. You have completely stuffed this up. The link on the email for 'Design one' is actually linking to design two and vice versa. Any feedback, discussion or voting on options must now be voided until you re-issue an apology and get it right. Another outstanding example of councils doing what councils do best.. This project has been an absolute disgrace from the beginning.

garred 29 days ago

Just received an email from council with design one and two incorrectly pointing to the wrong diagram. This will cause a lot of confusion (again!!)

Amanda 30 days ago

I think slowing cars in Neerim Road is good. I drive there now and will have to change my habits but we need to reduce the impact of cars in urban areas by measures such as this. Change is hard but worth it in the long run. I'd like to see more development in the centre to bring more people onto the wider footpaths that are proposed. I'd also like to see convenient bicycle parking and a car share space.

Lyss Hicks 30 days ago

Design option one is my preferred choice, however I think it would work best if more businesses such as cafes/restaurants utilized the extra space provided by widening the footpath rather than it remaining open space. Connecting Hobart rd and railway parade is also a good idea.

**Hide reply (1)**

cd89 30 days ago

Widened footpaths is a great idea. This could open up more outdoor dining, like Koornang Road.

## Do you have any suggestions on how we can improve design option two (Neerim Road two-way)?

65 Responses

Local12 4 days ago

I support option 2, including the addition of trees to improve the streetscape. I'm not sure why the link road can't still be considered for this option - wouldn't this help with traffic flows? The two sets of bus stops are also a little unclear - presumably these are for different bus lines?

macaustin 4 days ago

I support Option 2 however with the addition of the link road. Keeping Neerim Rd 2 way will support the traders with more readily accessible transport from all sides. The link rd, can then take through NEERIM RD, traffic out of the shopping centre to reduce the traffic through the shopping centre. I'm sure there are traffic management solutions that can limit the access from Hobart Rd and Ardoyne st, to the link road to eliminate rat running, which will only really be an issue coming south as no real value or time saving going north. This could also include limiting access to Hobart rd, from Dandenong rd to local traffic only. Perhaps council could get LXRA to give up some car parking spots in new car parks to short term parking as a thank you to the local community for the massive disruption and lack of access we have suffered and will continue to suffer until this monstrosity is completed. could then remove some on street parking to extend footpaths if desired. Also, can't see any reason for retaining the right turn ban from Murrumbidgee into Railway parade, as this relates to traffic signals for the level crossing, so that will be removed. That would allow all through traffic to be diverted from the shopping centre. With the shopping centre, we don't want destination shopping to overwhelm it, we want services we want, supermarket, chemist, op shop, fruit shop, butchers, newsagent. We don't want it full of cafes, there are enough already. With railway parade, definitely need pedestrian crossing near Dunoon St, as people coming from the east don't want to have to walk all the way to Murrumbidgee Rd to cross. This will also reinstate the access we previously had across the railway line via the bridge. If you say the cyclists won't walk the extra distance to cross at Railway Pde or Neerim rd, so the same goes for us poor locals, Also, can it be confirmed as someone raised at the Q & A session, that right turns from Kangaroo into Murrumbidgee Rd, will be banned and why (will affect a bus route).

Sophia 4 days ago

I support keeping Neerim Road two-way, so I support this option. However, I agree with some of the other comments that there is no need for the trees in the middle of the street - although they look nice they will make the traffic lanes narrower and mean there is no ability to U-turn in some sections which could cause problems - also mean that cars will pile up waiting to U-turn in other sections. Trees in the middle of the street might also mean that it is harder to see pedestrians if they cross the road in the sections where the trees are, rather than using the pedestrian crossing. We are lucky in Murrumbidgee to have many green areas - including parks that are just near the shops so there is no need for trees in the middle of the street. Also the location of the bus stop close to the Foodworks in Neerim Road looks like it could be dangerous for those turning into Neerim Road - that is, it has the potential to cause accidents - particularly where buses are driving off from the curb when cars are turning into Neerim Road.

Murradale mess 4 days ago

My preferred Option by far, Jill Ainslie of 4 Erindale St Murrumbidgee

Chantal 5 days ago

I support Design Option 2. I very much want to see two way traffic flow maintained and NO link road. I support in part the tree lined central median. I like the addition of trees, but I feel there would need to be a u-turn place for vehicles and that the central median could be used as a pedestrian refuge, ie isn't mulch and grasses the whole way along between the trees.

Oldfoles 5 days ago

We support Design Two. We have sent separate emails to council (not answered ) following the Q and A session. However, in essence, our suggestions are:- eliminate the tree lined central median- reinstate car spaces removed by addition of more trees and landscaping-consider creating bus bays currently occupied by boom gates .What is the Council's preferred design? And why?

Antony 5 days ago

Option 2 is the only satisfactory option because it preserves what people in the area want and need, easy access to Neerim road shops and residential streets not being inundated with rat runners looking to avoid traffic, lights etc. as proposed in option 1.

kerryblue 5 days ago

Option 2 - retaining two-way traffic in Neerim Rd - is definitely my preferred option. I fully support the submission from the Murrumbeena Village Traders Association. Making it a one-way system will, I fear, dramatically reduce customers to the existing businesses. I know that when I get my car repaired (and I have been going to Phil Ridder since 1992) I will have to take a circuitous route along Hobart Rd and one of the small streets linking it with Murrumbeena Rd - roads that do not need more traffic. But will Council listen to residents? I have a horrible feeling that this website is their way of saying "we have consulted with the community", when it should be about "listening to the community". Forget the tree plantings down the centre of the road. We don't need any further impediments to traffic flow and they're hardly going to replace the trees lost by the rail works. And leave the bus stops where they are - relocating them to the traffic lights isn't an improvement. I just hope that this discussion encourages residents to get out and support the small businesses that provide valuable services to our community. Let's keep our newsagent, dry-cleaner, post-office, cafes, restaurants, bank, bakery, mechanics, laundrette, op-shop, hairdressers, barber, etc viable by using them!

Carlos Provenza 5 days ago

I believe that the two way option is the best one. The one way option will affect the local business and also local residents.

garred 5 days ago

This is preferred option

LAS 14 days ago

I totally agree with Jose's comments but I hope the council listens to the local residents and traders. Design 2 is the only workable option for the local people. Here are comments I posted on Design 1 this morning. After attending the Q&A last night I wish to make further comments. 1. It is essential for the local residents [many of who by the way are rate payers] living south east of Dunoon St to have a safe pedestrian pathway from their homes to the shopping strip on Neerim Rd and to the primary school in Hobart Rd without the need to battle traffic, cyclists or have to walk up to Murrumbeena Rd to get to the shops and or school. The pedestrians must have safe access and right of way across the bike path under the sky rail. 2. Within a 500m radius of the Neerim Rd shops we have 3 nursing homes, primary school, day centre for adults with multiple disabilities a number of whom use electric wheelchairs, a child care centre and maternal health centre. We also have a number of local residents with physical, intellectual and mental health concerns as well as teenage school children commuting from Murrumbeena who are constantly on their mobile phones and not looking around. Taking our vast varied local population into consideration, how is it considered safe to suggest a shared vehicular and pedestrian pathway from the intersection of Murrumbeena Rd and Neerim Rd down Neerim Rd for some metres. It is an accident waiting to happen. 3. There was discussion about Al Fresco dining on the south side of the shopping centre on Neerim Rd and the need to expand the footpath to

accommodate that. As there is only one cafe on that side presently and the need to maintain the PO, laundrette, barber and dry cleaners for the local residents to access there appears reduced need for a lot of space for outside dining. Perhaps this is being strongly encouraged by the designers as the council could potentially increase their revenues by charging shop dwellers for using the outside pavement in the future.<sup>4</sup> The idea of a set of traffic lights for the bike path when it crosses Murrumbeena Rd under the Sky Rail defies logic. The whole idea of removing the rail crossing was to improve traffic flow. Even with an integrated signal system to the traffic lights either side of the bike path lights on Murrumbeena Rd- Neerim Rd intersections there will be traffic delays if cars have to stop for the bikes. Why can't the cyclists who are riding through Murrumbeena to elsewhere get off their bikes at Murrumbeena Rd and cross at either of the two existing crossings as all the local residential pedestrians have to. No to this extra set of traffic lights...why did we bother to remove the train line!!<sup>5</sup> Once the Link Rd set up was explained with road deviations, round about after round about and numerous pedestrian crossings all in the space of a very short distance I strongly believe it will be a bottle neck of traffic that will impact on local residents around Railway Pde and Hobart St and cause havoc and great frustration to the local users. I say NO to the Link Rd in its current form and probably any form.

**Hide reply (1)**

garred 5 days ago

I agree with your comments and accidentally marked the button asking for review from the moderator .

Olive1964 6 days ago

Two way traffic is the best option

K 8 days ago

I support the two way option!

tony russell 9 days ago

dont do it it will destroy the shops

**Hide reply (1)**

tony russell 9 days ago

sorry meant for the one way :)

tony russell 9 days ago

why has the carpark next to the toilets been removed ? eg put it backputting the bus stop next to the corner of murrumbeena road will cause traffic problems.

6q-gWM9# 10 days ago

My proposal is that the State Govt. needs to commission a sculpture of the Boyd family to reflect the major artistic, cultural and historic contribution they made to Murrumbeena in the 40s,50s and 60s. This sculpture should be placed in the new precinct, in the street or under the ugly sky rail to beautify it and bring some art and culture to the precinct. Secondly, there will need to be a major "greenscaping" project in the street area and definitely under the sky rail, (so as to not only beautify this area, but also to hinder graffiti and crime). My proposal would be for the Murrumbeena Primary School to have a plant shrub/tree day for every student to plant , (perhaps the state govt could pay for this too!) There definite does not need to be a pub or a brewery, if anything their needs to be an art gallery or arts precinct - family friendly!

LM local resident 10 days ago

Definitely Design Two. Not sure about trees down the middle perhaps widen footpath slightly with trees. Bus stops are dangerous right on the corner - couldn't these be in Railway Parade or in Murrumbeena Road with bays. Surely more car parks can be made under Skyrail for one and/or two hours.

Jason Close 11 days ago

Option 2 could be improved by removing the angled car spaces on the south side of Neerim Road and widening the footpath so that increased seating and landscaping could be provided. This would take advantage

of this side of the street receiving good solar access and would enable cafes and businesses to better utilise the public realm.

stephenD 11 days ago

Design two can be improved by including the link road and removing the trees down the centre of the road. This will help the traders and their customers and remove the through traffic which clogs the shopping strip. The City of Glen Eira needs to accept Vic Tracks offer to have a link road or regret the missed opportunity for generations to come. If not built now it cannot be done in the future when they have built apartments and multistorey carparks along both sides of the skyrail. I believe northbound traffic avoiding the Murrumbeena / Dandy Road intersection are more likely to use Oakdene, Blackwood and Anzac (an area where I live), rather than Hobart Road. The City of Glen Eira needs to negotiate short term parking with Victrak as on street parking in either option is not sufficient.

Edwin Belfield 13 days ago

Option 2 is what I vote for. Car parks are very important to the traders so we need as many as we can fit.

don't know 14 days ago

Two way traffic- otherwise you will kill the shopping centre.

MAS 14 days ago

Option 2 seems the best option to me. There will be less traffic confusion and therefore better flow. Parallel parking would be less disruptive to traffic flow versus angle parking from option 1 where people will have to back out into oncoming traffic where visibility from adjacent cars would be dangerously low. I would have thought some extra safe parking area could have been afforded under the sky rail or adjacent to it. The issue I have with both options is the plan for the bus stops on Murrumbeena road do not make sense. It would be better on Railway Parade to avoid halting traffic, especially traffic wanting to continue South around traffic that is turning West on Neerim. Increasing traffic flow was the original reason for sky rail in the first place.

AnnVL 14 days ago

I think that this is the most viable option HOWEVER having trees in the middle of the road will - as the consultants said last night - cut the village in two. I am hearing that you are responding to people's desire for more trees. Thankfully Murrumbeena is very tree lined and hopefully we will see plenty of trees planted around the skyrail development. Is it necessary to have them in our village, taking up parking spaces or creating an unsafe crossing of Neerim Rd? I feel that the consultants could have been given the plans - not to comment on them, but to create new options that would work better for the community. I propose for a new plan that brings 1. Wider footpaths that can have cafe tables on them or a weekend market or local group sausage sizzles or a picnic table or...2. No trees in the centre of the road - which would give room for wider footpaths and stop a division of the street and unsafe road crossing3. Two way road Why not incorporate the best of both designs? We don't have to have any of the negative components.

Concerned. 14 days ago

Aesthetically and perhaps even theoretically Option 1 appears an attractive concept, however in practical terms it could prove to be a major deterrent to people wanting to access the shopping strip. As a very recent, long time trader in the strip with approved/permitted access to the addresses of a very large majority of my clients, I am aware that a very considerable percentage of my custom travelled from the eastern/north eastern sectors of the suburb to the strip for shopping. Creating a one way east-moving only section of Neerim Rd. will mean that these people will travel down Neerim Rd. from the Poath Rd direction and then be diverted under sky-rail into Railway Pde. They will then be confronted with having to carry out 2 right hand turns into 1. Murrumbeena Rd. then 2. Neerim Rd. and then hope for some parking to be available for them. I know that the right hand turns may not perhaps be as dangerous as they are now because there will be no railway Xing and the light sequence hopefully will be optimised to allow these turns to be less traumatic, but, when confronted by this prospect upon being diverted to Railway Pde., I believe most people will continue straight down Neerim Rd. to Carnegie (Or not even bother at all about Murrumbeena or Carnegie and head straight to Chadstone). Even people living in the Weeroona Rd./Wahroonga Rd./northern end of Omama Rd. will be forced to take one of the side streets to Murrumbeena Rd. so that

they end up being able to enter into and travel eastwards down Neerim Rd. to access the shops and parking. Otherwise, they too will be forced under sky-rail into Railway Pde. Please consider this when making your decision. Also, even though I know that this is not within GEC's jurisdiction or control, surely PTV owe the traders and locals the 19-20 car parks which will not be available if option 2 is undertaken. Please, PTV, allow the 20 western most car parks in the car park area under the sky rail to be designated 1/2 to 1 hour limit parks so that they can be used by shoppers rather than commuters. This allows both 2 way traffic and also the extra car parks which would have been generated by option 1. The best of both worlds. PTV, you owe the traders at least that much for the 2 year purgatory you have imposed on them with the construction of Sky-rail on their door steps/shop fronts! GEC - it would be greatly appreciated if you could carry out some lobbying on the above car park arrangement being made possible.

Jose 14 days ago

I would support this decision more than design 1. However, I am a bit concerned that the consultation is more of a "let them speak but the decision is already made". When I look at the reports it all points to Design 1 being the one to be deployed. Hope I am wrong.

Matt 15 days ago

This is the preferred option. It is the BEST for maintaining the traffic flow and character of the area.

Sandra 16 days ago

I believe the 2-way traffic will be better for the locals as it will keep majority of the traffic on the main roads rather than on residential streets parallel to Neerim rd. I agree with some of the comments already made regarding the trees in the centre lane, unclear about the benefit and think that the money could be spent on other facilities the community can enjoy. More seating, maybe table areas, better bus stop enclosed/sheltered areas. etc Design two looks like there is 4 new bus stops, 2 on Neerim rd and 2 on Murrumbeena rd. the point of the skyrail is to enhance traffic flow and thus I question why bus stops need to be on the main rd. Can we not incorporate a slip lane near the station for bus stops, thus not disrupting the traffic flow and also increasing the safety of the commuters getting on and off the bus? Also, why can we not have the bus stop on railway parade where traffic is dramatically smaller in volume than neerim rd?

Clare 17 days ago

Design 2 is the only design that supports the community and businesses. This is the only option to be considered.

RN Long time resident 17 days ago

Design option 2 best meets business and residential needs. It keeps cars going both ways down neerim rd and driving past shops they will stop at. It keeps traffic flowing both ways. Most importantly it keeps extra rat race traffic out of residential streets. Residential streets should be safe, family friendly, peaceful areas - not substitute freeways. Given the ridiculous amount of over-development near the train station there will already be a huge increase in traffic and parking congestion from all the extra residents cramming into the apartments. That in itself should be reviewed. Over-development is destroying the neighbourhood. I also agree that the bus stops are in an impractical location and trees should go on the footpath not the middle of the road.

Marg T A 17 days ago

I like the two way for Neerim Road option as I believe it will keep cars off our smaller suburban streets and may allow more passing trade for local traders. I would like to see the Ardyn Street link to be a pedestrian walk way thus encouraging families on the South side to walk their children to Murrumbeena Primary school and residents to visit the shops rather than drive. Narrowing the road both ways along Neerim Road forces cars to reduce speed and is a strategy often used when trying to improve walkability of an area. Having trees in the middle of the road is a great option as it will allow for a canopy of trees across the street as they grow creating welcome shade in summer and a beautiful landscape for all to enjoy. It may also mean the trees have room to grow and not be competing with verandas for space. Choice of tree thus becomes important: exotic deciduous or evergreen native eucalyptus. Bump outs around street parking areas whilst taking car spaces, can be a good idea for softening the streetscape and reducing storm water run off by installing rain gardens.

moishirley 18 days ago

Yes to design two is a better option. Why is the bus stop located there, both on Neerim & Murrumbeens roads? It seems an odd spot & disruptive for turning as well as traffic in general. Is Railway Parade a better option? Is that possible? Definitely yes to design two but modify the bus stop locations!

DeniseU 18 days ago

This option is the only way to go (with some modification). Keep it two way traffic. The point of the level crossing is to improve traffic flow, not just for safety. I don't know why second bus stops are put so close to to the cnr of Neerim and Murrumbeena road? Surely this will put strain on turning left from Neerim into Murrumbeena road? They should be removed if there will be stops on Murrumbeena Road ore relocated perhaps east of the shops? Additional trees are an important inclusion following all the mature trees that have been removed for the level crossing removal. Keeping the existing two way traffic flow is the ONLY way to go.

Mick Hanlin 20 days ago

Preferred option. Streetscape will benefit greatly from trees down the middle and also prefer Neerim remain a two-way street. Thanks Michael

DT 21 days ago

I STRONGLY AGREE with Neerim Rd remaining 2 WAY.

clinker 21 days ago

Prefer option 2. Not sure about trees in the middle of the road?? Prefer to see money spent on other more attractive amenities, like seating, planter boxes etc...

LAS 21 days ago

Something must be done to the entire road surface of Murrumbeena Rd from Dandenong Rd to south of the existing railway line. Patching pot holes and dips in the road surface is not good enough. Our house is becoming damaged from the vibrations from constant traffic of construction vehicles and increase in regular traffic traveling over the uneven surfaces of Murrumbeena Rd. A total resurfacing of the road from Dandenong Road southwards is essential and it needs to be sooner than later.

LAS 21 days ago

I STRONGLY AGREE with Neerim Rd remaining 2 WAY. It will prevent more traffic congestion on the small side streets which are already stressed and being used beyond what they were designed for. I like the center road tree design but agree it may cause traffic build up when cars are parking so more discussion about trees on the footpath should take place. I also agree a green common area instead of the Link Rd could be nice especially for residents south of the shopping area [which I am not one of]. If the whole area under the sky rail east of the station is car parking then this design with slightly less car parks on Neerim Rd [because it is 2 way] would be fine especially if a small number of the car parks nearest the shops in this railway parking area were designated 2 hour parking limit. The local residents do not need any more roads that allow non residential traffic passing through rat racing in our side streets to get somewhere 2 minutes quicker. YES, YES, YES, YES TO 2 WAY TRAFFIC ON NEERIM RD. Please consider the thoughts of the true local residents in preference to those who visit our area just for a coffee.

AK 21 days ago

Choose option One. Re-directing traffic flow is a terrific idea in conjunction with the link road. It opens up so much possibility and potential for Murrumbeena shopping strip and the shops on the corner of Murrumbeena Road and Railway Parade. Design one is a much better plan than design two.

jve 22 days ago

I agree with Design 2 with no Link Road. Neerim road should be as it is (two ways) as it is designed for that. Design 1 with link road will increase traffic in the residential streets.

tim 22 days ago

i agree with the design option two nearly 100% but i also feel that the ardyne st. link road should also be included as part of this option..thanx murrumbeena resident..

This is silly 23 days ago

The two way option is way better. It doesn't change the nature of the other streets ie Hobart and railway parade, ardyne and Dunoon street. No rat races created. But can't the tress in the middle be removed and widen the footpaths and add trees there. We need to remember its barren now due to sky rail that gutted our greenery. When it's finished supposedly trees are coming back

rd21 23 days ago

I think Design 2 is good. Separating Neerim Road with greenery is a good idea. I too would like to see a nice independent bakery, one with fresh bread and not just hot food. An increase in parking would be good too as sometimes one has to do a loop around Neerim Rd & side streets until a parking spot becomes available or one has to park on the other side of the station and walk across. A better supermarket would be advantageous too. The chemist is great, as is the newsagent and the ATMs. Be great when the Skyrail is finished. One can live so close to the station but trying to get through it is a nightmare (at the moment). Glad something is being done about this for the area's sake. The loss of the overhead bridge was a shame, as it was handy to the newsagent for the morning paper and the ATMs. The old station was very nice, very historic.

Brian W 24 days ago

Option 2 is the better solution as it does not funnel traffic down Hobart Road past the Primary School. Option 1 is flawed as it will invite additional traffic down Hobart Road as vehicles whose destination is to travel south down Murrumbeena Rd will use the service road in Dandenong Rd to bypass traffic light congestion at the Murrumbeena Rd intersection & travel south along Hobart Rd in lieu.. Option 1 will increase traffic on local roads that are not capable of handling additional traffic such as Omama Rd, Short St and Tucket St. Let us pray that our political masters at Council adopt this solution to give some logical outcome to a deeply flawed rail design that local residents did not want. Had the rail had gone under the Road the original 1800's (pre-rail) alignment of Neerim Rd could have been re-instated & a satisfactory outcome would have been achieved for all concerned without any angst.

Nami 24 days ago

I think I will vote (where's the survey though ?) for this option - DESIGN 2 - because, even though I think the wider pavement of the first design sounds appealing, I don't think we need more traffic in side streets. I like in Toward St (next to Ardyne) and even now and then, you can hear people speed because they're trying to avoid all the traffic from Murrumbeena Rd. We don't need even MORE traffic and car nuisance around us. Apart from that, we NEED more greenery. You said you'd make nice landscapes and parks around the station but all I see is a few trees planted in the middle of the road... which is kinda silly as it's going to take too much space, just enlarge the pavement and put massive pots of plants on it as I read it somewhere here as well. Instead of the link road, give us another park there. It would be really great after a long day, coming off the train, buy whatever you like from one of the local shops and then rest in a park. It doesn't need to be big, just green, lively and peaceful too.

Julian 24 days ago

This is the better option for Neerim Rd. Though, make sure the trees on the medium strip are set back from the pedestrian crossing for better view lines (not as displayed in the photo of the proposal, that is dangerous).

Murrumbeena local 24 days ago

I prefer design option one.

Rosie M 25 days ago

We much prefer the two-way traffic option on Neerim Rd and not having the link road funnelling traffic down Hobart Rd. It will make Hobart Rd too congested and certainly not ideal given the large primary school.

Katie 25 days ago

Murrumbeena needs to get its heart and soul back again, and become a meeting place, a shopping place (ie local butcher, grocery and the like), a community space that people want to visit and spend time and money there. The only thing that has survived the rail works are the three cafes - and a cafe led revival is a great. But there needs to be more reasons for locals to visit, they need to be able to get off the train or after school drop offs etc, and pick up a few basics - which is something that cant be done at this point. The Council needs to spend money to make this work, and it needs to show some love and dedication to our community. The two way street is a far superior solution, and it needs to come with mature trees, decent street furniture, good lighting (and by the way, how about some lights in Springthorpe and Boyd Parks as well - desperately needed for community safety), interesting paving and the like. Businesses need an incentive to open in the strip, and need people to buy their goods. Council, you need to spend a significant amount of money to help this community place come good again, we are part of Glen Eira and we deserve it. No more quick band aid jobs that simply don't work, please do it quickly and properly to bring our place alive again, thanks

Alduigan33 26 days ago

Option 2 makes much more sense for access to shops on Neerim Rd, and avoiding too much traffic in side streets. I love the idea of the village green and more outdoor seating for cafes.

Donna 26 days ago

Much more in favour of option 2 than I, but how are you going to fit in trees down the middle of the road?

Neerim 26 days ago

2 way is the best option. Why does the bus stop need to be on Neerim Rd for this option and not option 1. Does not make sense.

natleske 26 days ago

we think this is a better option as it makes access to the shops the easiest. it is sensible to keep Neerim road two-way. prefer to have no link road as concerned about increased traffic in surrounding residential streets.

alan\_warpmail 27 days ago

This is the best option - more trees and more green space. The link road is not needed and will just create more traffic.

Bennyboy248 27 days ago

I think that considering there is a large car park underneath the skyrail the new proposed 19 carparks should be replaced with a wider side walk and more greenery. Greenery is one think that Murrumbeena is lacking. I also think that cafes should have more room for outdoor seating.

Arty 27 days ago

I prefer option two having Neerim Road with two-way traffic, but I think the plan would be enhanced by having the link road to Railway Parade. Love the relocation of the bus stops, too

Tim 28 days ago

Design 2 with two way is a better option. However the centre strip of trees means traffic will be worse due to inability to go around cars waiting to reverse park. Look at Church St Brighton as an sample of this, a single car waiting to reverse park or taking too long to reverse park can bank traffic up for hundreds of meters. Bad idea. Let drivers have the ability to go around these cars as they do now.

Beena 28 days ago

I do not support the one way option due to the stress it will impose on nearby residential streets, therefore my support is for keeping the existing routing. Suggestion though - remove the trees down the middle and widen the footpaths to encourage outdoor dining/trading. You could then add more greenery via planter boxes or more colorful compact tree varieties.

AndrewE 29 days ago

Oh wow! You're almost there. Just show a little more commitment to open green space and Villiage Feel by adding a green space and footpath where Hobart, Neerim and Ardyne meet. Not a Link Road - a Villiage Green!

Mike 29 days ago

Whay cant this design option also include the link road? It would make perfect sense!!Those wishing to visit the shops and turn right into Murrumbeena Rd go straight down.. those wishing to continue to Carnegie a via Neerim Road take the link road to railway parade..

**Hide reply (1)**

fairbairn 29 days ago

70% of all traffic is thru traffic if the level crossing at Neerim Rd near the Racecourse was not there to make travelling East very messy during peak periods we would avoid being a thru way for drivers trying to get Bayside

patgean 30 days ago

Retain left turn option from Neerim Rd into Murrumbeena Rd

**Hide reply (1)**

fairbairn 29 days ago

the newly amended plans are now available.

garred 29 days ago

Just received an email from council with design one and two incorrectly pointing to the wrong diagram. This will cause a lot of confusion (again!!)

# Do you have a question to submit for our Q and A session?

10 Responses

23162002654821 10 days ago

The design concept for Carnegie with a proposed tram line through Koornang Road will instead increase the volume of traffic on Murrumbeena Road and defeat somewhat the benefit of the sky-rail at Murrumbeena. It appears that Council is determined to progress with the tram line concept irrespective of any community objections. How is Council addressing this outcome to increasing traffic on Murrumbeena Road?

JoeK 13 days ago

I'm in favor of design 1 as it allows for better connectivity of north and south parts of M'beena. Allows for easier access to M'beena primary for pedestrians and school drop offs from the south end. Although Neerim Rd should remain two way for improved access to the shopping strip and greater choice in direction of traffic flow which should be good for the businesses. A right turn from M'beena Rd onto Railway Ave should be introduced to allow rail users easier access to the rail car park, thus reducing the need to cut through Dunoon and Ardyne Streets. Joe Kovacs

Sandra 16 days ago

how are we improving the area for shop owners that reside on Murrumbeena rd? Shops like Three little bakers, Tuscana, chai thai, nava Golden lion...ect The design both focus on Neerim rd only we need to look holistically to benefit all business owners and residents within the area.

Sandra 16 days ago

why have we not considered removing the centre tree lane and expanding the footpath for shop owners to have more outdoor space for table and chair? This could increase foot traffic and allow family with pets to enjoy the cafes or mums with prams.

Sandra 16 days ago

why have we not considered slip lanes or railway parade for bus stops and keeping bus off the main rd, so that traffic flow is not impacted on pick up?

Greg Neal 16 days ago

What traffic control measures are proposed for Hobart Road and Ardyne Street where they connect to new link road in option One? Earlier traffic reports suggested one way or other restrictions but current plan does not give details.

AndrewE 29 days ago

Option 1 Link Road does not show the traffic control measures required in the side streets. Given that murrumbeena currently enjoys a village feel because it is NOT a thoroughfare, how will turning it into one maintain or improve amenity for the residents most impacted?

**Hide reply (1)**

Beena 28 days ago

Option 1 - One Way Traffic: Couldn't agree more. Where are the plans on how council would manage, what I suspect, would be a significant number of cars rat-running down residential streets!

Ann 29 days ago

Where is the SUBSTATION to be built? Plans indicate that it is opposite Ardyne St. Is this correct? It gets no mention in any Council plans!

Mike 29 days ago

Why isnt there an option for leaving Neerim Road as a two way road and creating the link road?? I am opposed to the one-way concept as I dont think it will work.

# Do you have any general feedback?

28 Responses

PhilipT 3 days ago

Option 1 is by far the best design I believe. Retaining two way traffic, rejecting the idea of increased trees and planting in the centre median as suggested by some would maintain the status quo; an overly busy thoroughfare with no redeeming features or reasons for visitation. Removing one lane of traffic would at least allow for the possibility of increased options for outdoor seating and dining like other nearby areas. If nothing changes then Murrumbeena will continue to be forgotten in favour of Carnegie and Oakleigh.

TomK 4 days ago

There should be a zebra crossing across Railway Parade at the end of Dunoon St because of all the passengers and shoppers who walk from the station/shops and cross at Dunoon St (less so at the moment because the footbridge is gone and its ground level walkway replacement is not there yet, but they will be back to crossing at Dunoon St) and then go along Dunoon St or Railway Parade. This is particularly the case if the link road is built. The opposition shown, in the LXRA's COSEP consultations, to the cyclists and pedestrians sharing a path in the new parkland is evidence that there should be a pedestrian crossing at the Dunoon St end of the station so the station/shops-Railway Parade pedestrians can cross away from the cyclists without having to walk along the path. Dunoon St needs a concrete pedestrian refuge at the Railway Parade end as it is so wide. This would make it more pedestrian friendly and safer.

Antony 5 days ago

If council are serious about improving amenity in the wake of the monstrous skyrail, they should abandon the crazy link road idea which will flood Hobart rd and adjoining streets with traffic. Don't we have larger arterial roads such as Murrumbeena for this through traffic? Isn't this why they removed the level crossing? Can only be Option 2.

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2 way street is the preferred option. We do not want a link road, this will make Hobart road busier and we have a school. We do not want Hobart Rd made one way or closed in any way. Am concerned we are not seeing the truth with option 1 and bus lanes. Why would you have the bus lanes on Murrumbeena road? Esp without a slip lane of some sort.

Olive1964 6 days ago

Two way traffic only please

Dorothy 10 days ago

I like option one; The long term and short term parking, plenty of trees and vegetation, increased pedestrian space it will be easier and more enjoyable to visit Murrumbeena village and travel from Murrumbeena station. I believe the link road will greatly improve the traffic flow in the area and will mean that many of us will have to adapt to these changes, this will be hard but of benefit in the long term

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Option 1 due to car parking and to improve the shopping experience.

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Clare 17 days ago

Design 2 is the only design that respects the community and maintains the village feel.

NT 20 days ago

My preference is design 2. Leave Neerim Road 2-way. The number of visitors is in jeopardy if it is changed to being 1 way because access to the strip will require either use of public transport or use of the side streets to get into position to use the street one way.

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Leave Neerim Rd 2 way.

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It would be great to help Murrumbeena shops grow and develop through the upgrade of pedestrian areas. Allowing more pedestrian pathway and seating area for cafes will help Murrumbeena grow as a suburb. There are currently great cafes on Neerim Road, but very few opportunities for outdoor seating. Having the opportunity to add outdoor seating, markets and a village atmosphere similar to Oakleigh, Greville St Prahran, and South Melbourne Market would hugely benefit the area and community.

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Having read the information on Council's website I'm partial to Design Option 1 subject to consideration of an independent traffic report that demonstrates the impact of vehicle flows on local streets. More broadly, I would like to see the Murrumbeena Level Crossing Project take a holistic approach at integrating and revitalising the surrounding area and not solely Neerim Road. There are also businesses operating nearby on Murrumbeena Road that I would hope could also benefit. The limited parking along Murrumbeena Road (south of Railway Pde) is a major issue for traders and customers alike that patronise the Pizza, Asian takeaway, Chicken shops, the Thai restaurant, the Dentist and Hairdresser. With the proposed relocation of the bus stops closer to the station surely this would provide an opportunity to also revisit the parking restrictions that currently make access to these businesses difficult. It's time to make accessibility to traders around Murrumbeena Station and its surrounds (not just Neerim Road) Great Again! BTW - Page 24 of the SGS Economics & Planning report states that "SGS have identified the following services as being available at Neerim Road: Stonnington School of Dance, Thomson Real Estate, Care Training Australia". Last time I checked these were on Murrumbeena Road and Railway Parade respectively.

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<b>Strengthening Murrumbeena's Village Feel</b>	
<b>#</b>	<b>Feedback received (via email, letter, telephone or in person at the Q&amp;A session)</b>
<b>1</b>	Design 2 is preferable for easy access to the shopping area. The bus stops should be as per design 1 option, set around in Murrumbeena Road off sets, providing additional parking to customers in Neerim Road.
<b>2</b>	2 way with link road
<b>3</b>	We prefer Design 2 where there is no link between Hobart and Ardyne Roads Thank you for considering the safety of our children who attend Murrumbeena Primary in Hobart Road
<b>4</b>	It appears as though you are intentionally trying to confuse people ....the Design One link downloads Design 2 and vice versa for Design 1 I prefer the design with 2 way traffic
<b>5</b>	<p>My comments are as follows:</p> <p>When I click on the email for 'Murrumbeena design 1' I get 'Murrumbeena design 2' and vice versa. Considering this I don't think you can be confident everyone is going to be commenting on the correct design. I suggest you correct this immediately and resend the email. My preference is for Design 2 with the 2 way traffic. Also there was talk of a bike path running underneath the Skyrail. What happened to that?</p>
<b>6</b>	<p>The efforts of Council to provide a long term vision and solution to the current moribund lethargy surrounding the Murrumbeena shopping strip is to be encouraged. As committed locals, my husband and I attended the meeting last night at Duncan McKinnon and again heard the voices trying to hold on to the past. Nothing good can happens if you are unwilling to look outside and embrace the opportunities brought about by new paradigms.</p> <p>Not one member of the Murrumbeena Traders Association spoke up on behalf of that group. And it would be a hypocrisy if they did because unlike Council they do not a vision or aspiration for the future. The MTA says no but offers nothing in return. Where has been their investment to make the shopping strip attractive and inviting to locals. Instead there has been little effort to revitalise and make the strip more friendly and usable. Those property owners who had land available behind the strip for parking have all but one sold up and been happy to have this repurposed for housing.</p> <p>What locals with a true commitment to our community are wanting is a chance to have a local precinct that is vibrant and future focussed.</p> <p>We urge the Councillors to vote for Design one. Ignoring the expert consultant findings is not reasonable and they are all advocates of change and for practical reasons not emotive ones. Arguments put forward last night by the vocal for keep the status quo lack any true analysis or understanding of what that means. Local traffic issues that exist now – exist for many reasons that are not related to what is proposed for the shopping strip. For example, school traffic results because the school is a school of choice and there are 500+ students who go there. That is to be celebrated not whinged about because there are difficulties when the school is being accessed at morning and afternoon.</p> <p>Let the focus be on what is important for Murrumbeena's survival as a vibrant and viable local community. The rail precinct changes offers us the impetus for change, Councillors must now be brave enough to say yes to the only solution that will deliver a better future for the Village and the local community as a whole. Please on behalf of those who want a future that is bright and bold, be brave.</p>

7	<p>Thank you for sending the proposed designs for Murrumbeena's council plan. I attended Strengthening Murrumbeena's village feel Q and A session on last Thursday and I have the following feedback:I propose to support design two - Neerim Road two way and no link road. The main reasons are as follows:1) Safety for the residents and young children who always use Hobart street and Railway Parade. There are a lot of young children walking on these streets to go to Murrumbeena Primary school.On proposed design 1 and new link road, this design will give a lot more traffic on Railway parade and especially on Hobart street (having the fact that in the next 10 years, it would be many more apartment complex from the new council plan). Imagine when the kids (including my kid or maybe possibly future of your young children) walk to the school, how many streets crossing and number of cars, they need to walk pass. The design number 2 with two way on Neerim road give the better design for the community. The cars that does not need to come on Hobart street or railway parade, can go on Poath road or Murrumbeena road.In addition, after the sky rail completed, the resident would use the bike path under sky rail. If the council chooses to build the link road, it will be more dangerous for bikers or pedestrians who use the bike path (and again for young kids who will use the path). I noticed from the feedback session that more than 80% of the attendance supporting design two and are the residents who live near the village. The minority that support design one or build the link road are the one who live the further away from the Murrumbeena village or do not have young children. They just want a little convenience from the link road, which is not necessary.What the most important in the community is the safety of the residents and especially for the young children in the area. You just need only one stupid driver to kill one family. You can see how bad of accident occurred in Cranbourne east smash. This is not worth the risk. The link of the news is as below:<a href="http://www.theage.com.au/victoria/woman-and-teenage-girl-killed-in-horrific-cranbourne-east-smash-20170809-gxsywy.html">http://www.theage.com.au/victoria/woman-and-teenage-girl-killed-in-horrific-cranbourne-east-smash-20170809-gxsywy.html</a>Please do not build more road in the kids' area. Safety comes first. I live on Dunoon Street in Murrumbeena since 2003 and can see how the residents use the streets. 2) More business opportunities for the local shops in the Murrumbeena's Village. With the proposed designed two, it would bring more business to the local shops. Two ways traffic is necessary factor for the local shop to survive. From the feedback session, the council can see the massive supportive that the local residents support design two and request Neerim two-way. If the council blocks the traffic from Hobart to go to Neerim road North way, the shoppers will have more option to go to Carnegie or Hughdale. As a result, it will be bad business for Murrumbeena's Village. 3) Save budget from building new link road. You can use that money to improve bike path, plant more trees and build more parks and open space for the Murrumbeena's community. That is what the government keeps promising to us about sky rails (more parks, not more road). Please let me know your confirmation that you can pass my feedback to the council by replying this email.Thank you for your cooperation.</p>
8	<p>Design one: Clear no. Design doesn't clearly show link to Hobart Road. Why put extra traffic on a residential street which has a school. Reducing traffic by half can't be good for traders.</p> <p>Design two: More positive and better traffic flow. Would be better for traders.</p>
9	<p>I live on Dunoon street.</p> <p>I am against the Murrumbeena link road.</p> <p>The traffic congestion will be a safety hazard for school kids.</p> <p>The road will take up the natural space and add to the concrete jungle feel.</p> <p>It is unnecessary.</p> <p>Also , I suggest big bushy trees on the outside of each of the pylons particularly at the station.</p> <p>It will prevent graffiti and hide the hideous concrete . It will be impossible to wash off graffiti and I don't think there are plans to print the concrete .</p>

10	<p>Please note I do not want a one way road and the link road. Option one will be a detriment to the traders and local residents and will increase traffic in the many surrounding side streets.</p> <p>Please keep Neerim Road two way and no link road. Do not have trees down the middle. This will disrupt traffic when vehicles are parking and reduce visibility for pedestrians.</p>
11	<p>To Glen Eira Council,</p> <p>Could you all please listen to the people who use this area and make sure we retain two way traffic. That is the only way we can save our businesses after the devastating effects of no parking for two years..... we need to recover. Please say no to one way traffic.</p>
12	<p>Submission on 'Strengthening Murrumbeena's Village Feel'As you are aware, my family and I [REDACTED]. I welcome the opportunity to provide comment to Council on the above proposal. Firstly, I would like to point out how disappointed I am with certain aspects of the consultation process, particularly basic communication and administrative errors which have plagued this final stage of consultation. Some of these errors were communicated to Council officers several weeks ago and to date have not been resolved. I do, however, acknowledge the difficulty in engaging with the various stakeholders throughout the community which can have differing and competing interests. That being said, on this occasion it is clear that there is broad community support for design option two (two-way with no link road). Still I am concerned that Council has a desire to proceed with design option one (one-way with link road) with the view that the local community is unaware of the ways in which this concept will act to deliver the type of suburb they want. This is erroneous and to help counter this view I have attached a petition signed by 746 concerned local residents and customers to form a part of this submission. Within this context, I strongly encourage Council to adopt design option two (two-way with no link road) and consider the following recommendations in the final Transforming Murrumbeena proposal to be presented to the Level Crossing Removal Authority (LXRA) to be included as a part of the level crossing removal works:</p> <ul style="list-style-type: none"> <li>• Retaining two-way vehicle access along Neerim Road within the Murrumbeena Village so that customers, suppliers, residents et al. can retain direct vehicle access from both directions to local businesses and properties. This priority should take preference over other competing interests.</li> <li>• Retain existing on street car parking with an increase in number of spaces from levels pre-crossing removal works where possible.</li> <li>• Utilising the former Billy Motors site to provide a dedicated off-street car park for visitors to the area providing as many timed, short term parking spaces as possible with direct access from Neerim Road.</li> <li>• Provide multiple entry points to commuter and/or short term car parking areas from Neerim Road.</li> <li>• Relocate the bus stops and taxi rank currently located on Neerim Road to the southern side of the station precinct and use this opportunity to provide further on- street car parking in their place.</li> </ul> <p>Additional urban design treatments also need further development once a design option has been confirmed by Council. Encouraging and investing in street art, hanging flower baskets, improved street furniture, improved lighting, water fountains, bike racks, tree guards, tree grates, footpath texturing etc. could help improve the character and overall amenity of the area without significant disruption post level crossing removal works. I trust Council will respect the interests of the local community and adopt design option two, ensuring two-way vehicle traffic is retained along Neerim road.</p>

13	<p>As a resident of Murrumbreena for over 25 years, I am most concerned about the negative effects on residents arising from the construction of the proposed Link Road. My concerns are that the Link Road will led to more through traffic in local streets, create an unnecessary crossing of the bike and pedestrian path and it goes against the wishes of the majority of the community that were expressed in recent public consultation.</p> <p><b>More Through Traffic in Local Streets</b>  I think the Link Road will create an opportunity for “rat running” between North and South Murrumbreena that would lead to a substantial increase in traffic in Ardyne Street, Dunoon Street &amp; Gerald Street. An enormous amount of traffic management will be necessary to try and stop through traffic from using local streets in Murrumbreena.</p> <p>The recently implemented right hand turn ban from Kangaroo Road into Ardyne Street has already led to substantially increased through traffic in Gerald Street, Innellan Road and Toward Street. Since the turn ban was installed, the speed of traffic in Gerald St has risen considerably. It is now more unsafe for residents walking, cycling and trying to exit their properties by car. By constructing the Link Road, the Council will be creating opportunities for more through traffic and higher speeds in the local streets. Thus constructing the Link Road would be irresponsible. It is most unlikely that traffic management will be able to stop through traffic using local streets in Murrumbreena if the Link Road is constructed.</p> <p><b>Adding More Crossings</b>  Constructing the Link Road will produce another road crossing on the pedestrian and cycling path that is planned to be built along the rail corridor. The level crossing removal is about removing crossings, the proposed link road creates an additional crossing of the bike and pedestrian path as well as making intersections on Neerim and Railways Parades more complex. The Link Road will make walking and riding more slow and dangerous in Murrumbreena. Council should be promoting active transport by making walking and cycling safer and more attractive.</p> <p>In addition, the Link Road option will generate the need for a new pedestrian crossing on Railway Parade near the Murrumbreena station to provide safe access to the station due the increased traffic that would use Railway Parade.</p> <p><b>The Community has already rejected previous Link Road Options</b>  In the Stage 2 of Murrumbreena consultation, an overwhelming majority of opinions, over 70% of the 135 survey respondents stated that they did not support any of the Link Road options. The community has clearly rejected the Link Road options and is concerned about it's consequences. Council appears to be consulting but seems to be not listening to the local community. Safety and amenity in residential streets should not be compromised by marginal travel time savings for through traffic. Council should be more interested in lowering the risks of increased crashes and noise from through traffic on local streets.</p> <p>The Link Road will led to more conflicts between traffic, pedestrians and cyclists in local streets. To reduce road trauma, it is important that through traffic use the main roads. I am confident that if the Link Road is constructed that there will be decreased levels of safety and amenity in local streets of Murrumbreena. Council will need to take full responsibility for the negative impacts on residents living in Murrumbreena if the Link Road option is implemented.</p>
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14	<p>I've taken some time to think this over following the last information session. I've talked to neighbours in local streets and traders and weighed up pros and cons. On balance I need to express my preference for a design that does not include a link road. I still feel, that despite smart traffic management to avoid rat running through local streets, avoiding a rat run would not be totally successful. We are fortunate to be surrounded by major roads and I believe the traffic should not be brought closer to our suburban streets. The link road and one way treatment of Neerim road would impact adversely not just in streets around Ardyne (Gerald st already has increased traffic) but also on the streets north of Neerim road such as Sydney Rd, Melbourne Rd etc. According to records from the pharmacy most of their customers are from the east of the suburb and a one way treatment would oblige them to do a loop through side streets. Poor old Melbourne street etc would really suffer. I remain concerned about parking. Residents miss the little two hour car park that worked so well. We could hover in there and within minutes a space would become vacant as people used it simply as a quick park to pick up a script, go in to the bank, collect dry cleaning etc. It was a brilliant short term car park that locals knew how to use. We need a two hour off street car park to replace it, rather than just on street parking. I do feel that we have been well consulted Mat and that your team have made great efforts to respond to concerns. Overall though, I am not in support of designs that include the link road.</p>
15	<p>The plans as distributed do not detail what will be happening with Hobart Rd, particularly at the intersection with Neerim Rd. In the earlier discussions and plans there were various options discussed such as one way or barriers to reduce the traffic in Hobart Rd but the presented Designs say nothing. Design 1 does seem to show a narrower Hobart Rd at the intersection with Neerim Rd.</p> <p>As a resident of Hobart Rd I am highly interested but unfortunately I will be away for the Q &amp; A session.</p>
16	<p>It's [REDACTED] here from [REDACTED]...house which is one of the most affected residences by the link road.</p> <p>Unfortunately the plans are a bit light on detail and I need a little more before your meeting on the 23rd of Aug next. So, here goes:</p> <p>What treatment do you propose for the corner of Ardyne Street and Railway Parade? We require full details.</p> <p>Where is the replacement parking for the shops that was near the toilet block now situated? There was about a dozen 2 hour parking spots there that served shoppers.</p> <p>How many car parking spots does the link road take up?</p> <p>I hope you are able to answer these questions before the meeting and thank you for your help.</p>
17	<p>Following on from our discussion on Thursday, here are my feedback points as a resident of Murrumbeena.</p> <p><b>Traffic direction</b></p> <p>I have been a resident for only 12 months, and whilst I agree the current traffic arrangement is unusual, my impression is changing the traffic flow on Neerim road is creating too much stress for current residents. Personally, I liked the suggestion mentioned a while back about directing traffic on to railway parade from Poath road, however I understand this requires a discussion with Monash council. Has a discussion with Monash council taken place? Also, the design option one does not describe how Ardyne street would be impacted, and probably requires more detail here. Whichever design, this intersection is likely to be a thoroughfare for local primary school children so it will need to be slow and very clear crossing lights.</p> <p><b>Transport access</b></p> <p>I would like to see a parkiteer installed at Murrumbeena station. There are currently many people driving from south of Kangaroo road to the station and they may consider riding their bike if there was somewhere safe and secure to park it. I like the suggestion of angled parking on Neerim road north of the station, I think this is a great way of creating more parking within an existing space. I also suggest looking at flexicar hire options for around the station. We would personally consider selling our second vehicle if we</p>

	<p>had access to a short term car hire facility at the end of our street.</p> <p>Village feel There is a lot of emphasis on increased car parking spaces in these drawings, which is important, however I would personally like to see a greater emphasis placed on green spaces for enjoyment and relaxation. I am concerned the area will look very heavy with infrastructure and the trees and green spaces will be important in softening this look and promoting enjoyment in the area. There are many artisans and environmentalists in this area who I am sure would be happily involved in the design or art space, and this may allow some members of the community to feel a sense of control and input into these changes.</p>
18	<p>Unfortunately I will not be able to attend the planned Q&amp;A meeting planned for Wednesday night. Could you please answer a few questions?</p> <p>Design One the grey strips at the end of Ardene street, and indicated at both the continuation of railway pde and Nerrim rd and Hobart link, does this indicate the plan to be dead ends or will there still be the ability to continue to drive down these streets. If they are intended to be dead ends I need to voice a strong objection to this.</p> <p>Design 2 I believe the bus stops in Nerrim road indicate too close to the corner.</p>
19	<p>Question Regarding entry and exit to car park How is the car park entered from Chadstone end of Poath road? Will it be necessary to enter car park from Railway Parade when approaching from Chadstone end of Poath Road?</p>
20	<p>Firstly, I have to apologise for my error in my previous email. On the billboards at Murrumbidgee station the designs are incorrectly labelled: Design ONE shows NO link Road whilst Design TWO shows the link road. My own error shows just how confusing the communication has been. Here is some additional feedback on the Q and A session.- I totally reject Design One which includes the proposed link road. The very creation of 4 north south roads without level crossings should be enough without pushing traffic into already crowded residential street.- Within Design Two, the central avenue of trees is unnecessary. Who is going to care and maintain the new greenery and landscaping?- Any proposed link Road would cut right through the railway commuter car park. It is totally unreasonable, and possibly unlawful, to require commuters to negotiate a road within the car park.- Car parking spaces both north and south of the station have been replaced on the designs by landscaping and trees. Surely these spaces can be more usefully utilised for more cars and/or bus stops?- As an alternative to the proposed bus stops on the designs, perhaps the space created by the removal of the railway gates on either side of Murrumbidgee Road could be used as indented bus stops in both north and south directions</p>

21	<p>The technical assessments regarding future traffic activity at the Dandenong Road service road and Hobart Road to which reference is made are unknown. Should there be significant increase at that intersection then the "calming measures", as mentioned in your reply and as foreshadowed at the meeting by the speaker from One Mile Grid, then they are the available options. In your own assessment it is stated many people are opposed to these measures.</p> <p>The removal of the rail crossing in Murrumbeena will facilitate, as intended, a significantly improved traffic flow along Murrumbeena Road. That of itself renders unnecessary the convoluted approach that is Design 1. The bus routes north and south can move along that corridor without the necessity to utilise Hobart Road with all the implications for the safety of residents, school children and parents attending the school.</p> <p>The Rail Over Road solution to the congested and dangerous crossing was foisted on the residents of this area with precious little consultation. The mood of the meeting was overwhelming in its opposition to adoption of Design 1 and we expect the elected members of Glen Eira Council to avoid repetition of that occurrence by ensuring Design 2 is implemented.</p>
22	<p>Our apologies for not being able to attend. We did try to contact the Council by phone and email to no avail.</p> <p>We support the 2 way traffic design for Murrumbeena shopping centre.</p>
23	<p>I am writing with concern at the proposed link road, for Ardyne Street, Hobart Rd. Murrumbeena.</p> <p>As a resident of Gerald Street, I am concerned that such a road will create more traffic in our street and the surrounding streets, causing a rat race from Kangaroo Road, through the local streets to Dandenong Road. Gerald Street, already carries a lot of traffic with people avoiding Ardyne Street (which has speed humps) and the bowling club users parking in the street.</p> <p>There seems to be no reason to create a link road, once the crossing is removed as Murrumbeena Road, should be able to cope with the traffic flow, so why waste money on another through road.</p> <p>It is also ridiculous and dangerous to propose a road that would pass Murrumbeena Primary school which has over 600 students.</p> <p>The road would also pass through the cycling track and park area proposed for underneath Skyrail which is also dangerous and unnecessary.</p> <p>There would also need to a pedestrian crossing installed in Railway Parade near the station for passengers to navigate the road, which is also another cost.</p> <p>Your survey conducted in the community showed overwhelmingly that residents do not want a link road so you have an obligation to support the residents views.</p> <p>I ask that you seriously consider abandoning this idea for the safety of our children, and the children of Murrumbeena Primary School. Let's get traffic off our streets and on to main roads instead.</p>

24	<p>Dear Councillors I would like to bring to your attention some of the concerns I have about the purposedLink road in murrumbeena It will create an opportunity for "rat running" between North and South Murrumbeena that would lead to a substantial increase in traffic in Ardyne StreetDunoon Street &amp; Gerald Street. It will produce another road crossing for the pedestrian and cycling path that is Planned to be constructed along the rail corridor. It will generate the need for a pedestrian crossing on Railway Parade near the Murrumbeena station to provide safe access to the station due the increased traffic that would use Railway Parade.It is against the overwhelming majority of opinions from the Stage 2 of Murrumbeena consultationwhere over 70% of the 135 survey respondents Stated that they did not support any of the four Link Road options</p>
25	<p>Re: Link Road Murrumbeena</p> <p>We live on the [REDACTED], so we are the house and the people to be MOST affected by the link road. Very bluntly, we don't want it, but we do understand that some people do.</p> <p>The council officers seem very, very keen to get the road. Getting the land and having it built at the LXRA's expense must sound appealing and without it, they'll never achieve their long term plans to turn the Murrumbeena shopping strip into a Mall.</p> <p>I have lost confidence in the consultative process, I'm hesitant to offer any solutions, but I think I have a proposal that may make everyone happy. First I need to briefly go over a few points to explain why I'm hesitant to give any support for the link road at all.</p> <p>I'm hesitant to offer any suggestions because of the run around we have been given. First we were told "don't worry, it is only a proposal", then we see trees being cut down to make way for it. We were able to film one specific old growth tree that was to be preserved being cut down to make way for it on the East South side. We were given the general explanation that trees had to be removed because of the machinery and lastly it was cut down by mistake. We haven't seen a machine in that spot yet. At this point we knew the link road was more than a proposal.</p> <p>We are then told it's LXRA's fault, it is under NDA and the council can't talk about it. We do our own research and find all the councils along the corridor were offered link roads here and there and it was up to the council to say yes or no to the offers. We are then told at a meeting with council officers that it wasn't under NDA and it was a mistake that both the council and LXRA said it was. In particular, we have to thank [REDACTED] for his candour who explained how the link road ideas came about. It is a pity our own council wouldn't do the same.</p> <p>Despite being key stake holders, the only reason the council started to talk to us was because I put out a leaflet to the community about the road and how it was up to the council no matter how much they protest it was up to LXRA. Plus I sent an email to just about everyone involved with the project.</p> <p>We are also told at the outset of the project that there would be no loss of car parking and yes, the 12 or so 2 hour carparks near the toilets would be replaced. We now hear this is not the case.</p> <p>We then have the council's earlier survey results ignored where over 70% of the 300 odd respondents said no link road. According to one resident at the meeting last Wednesday, this figure is now higher.</p>

	<p>When the presenters were asked, "What would it take for you to drop the link road", no clear answer was given. The question was applauded, but not the answer from the panel.</p> <p>So, I give this solution. Build the link road, put a hedge in the middle of it with pedestrian access and use it for car parking for the shops. This would go somewhat to make up for the loss of parking near the toilets near Murrumbeena Road. My quick chat to a LXRA representative at the meeting indicated it is entirely up to the council what they do with it.</p> <p>That way the council gets the land, the road and keeps most of us happy, while the council is able to keep it's future options open.</p> <p>Thank you for spending the time to read this email. I hope it will be useful as both a background document and solution.</p>
26	<p>Thanks for keeping me in the loop. I did attend the information session last week.</p> <p>I have had a look at the two plans. We are concerned about the link road as we live in Ardyne street and worried about the potential increase in traffic in the street if the link road goes ahead. Also, the proposed new intersection at the corner of Ardyne st, Railway Parade and the new link road looks very confusing. We are worried about a huge increase in traffic coming down the link road and if it will become unsafe to exit our street with this flow of traffic (especially as Neerim Rd will be closed off to traffic coming from the west).</p> <p>Thanks for taking my comments.</p>
27	<p>Summary of comments received verbally by Officers at the Public Q&amp;A Session held at Duncan MacKinnon Reserve in relation to the designs:</p> <ul style="list-style-type: none"> <li>• <i>Concern regarding more traffic on local roads, particularly near the school</i></li> <li>• <i>Concern that the shopping centre would lose customers</i></li> <li>• <i>Like the trees and pedestrian areas</i></li> <li>• <i>Concern about access and noise from the link road (from residents that live close to the proposed connection)</i></li> <li>• <i>Support for the easier connection that the link road would create</i></li> <li>• <i>Suggestions for a hybrid design retaining two-way traffic and inclusion of a link road</i></li> <li>• <i>Discussion about the drawbacks of the central median planting</i></li> <li>• <i>Concern about access for parking for visitors and residents on local roads outside their homes</i></li> </ul> <p><i>Summary of questions received by Officers at the Public Q&amp;A Session held at Duncan MacKinnon</i></p>

Reserve in relation to the designs:

- *Discussion with residents regarding how the Ardyne Street intersection would operate and what access would be permissible*
- *Questions regarding the benefits and drawbacks of extended footpaths with compromised car parking*
- *What are the next steps and the process moving forward*
- *Questions regarding the process of how the two designs presented were developed from earlier stages of engagement*
- *Some questions regarding the LXRA project area*
- *The Q&A Session was recorded – if you wish to see the full video please visit the following link:*  
<https://www.youtube.com/watch?v=s11RWND5Cxo>

20/08/11.

Dr/Neilford Bakoff

re Posible M'beane Charges.

Thanks for your notes —  
 apologies for late return of comment-  
 illness prevailed

Have enclosed 4 sets of my  
 Comments — would appreciate your  
 passing on to your colleagues  
Emphatically changes to a  
 minimum — let's keep the character  
 of Meritubera

Regard

Bill W

Apologies for late comment — August 10/2017  
to (them 187 year old!!)

Cavalas ✓

Rsakoff —

Daway

Athanasopoulos

→ Mat Bonaeu — City Solicitor

re. Mankandeeva Traffic  
Proposal.


Notice my address — next to  
Springthorpe Gardens — established  
in 1930s by father-in-law — Norman Scholz.  
+ Camilleins — local citizens (noted Dr. M. Scholz)  
I personally arrived at this address  
in 1949 — my future wife Patsy — with  
her family occupied the residence —  
later as our family developed, approx 1960,  
we established full time residence.


So I (badly) with my wife — deceased  
1988) — know & love this area —  
The proposals concerning Neerim Rd,  
are fantasy — it is a major arterial  
road & (as pointed out) was the centre piece  
→

2/ Centre-piece  
of the clearance of the Murumbidgee  
Railway Crossing.

I have observed traffic in/on this  
road now for at least 50 years —  
excellent — except for gates hold up —  
particularly at times 7.30 am — 8.30 am  
— 3.30 pm — 6.00 pm — daily!!!

Obviously the gates etc. removal  
will not prevent the extensive morning /  
late afternoon disruptions to traffic!!

I did submit a caveat to council  
when I heard of the keep limit from  
Robert & the other cars — disagreed  
& proposed a 50 km limit from both sides —  
the Roads decision involved + extra safe  
walking zone within shopping centre —  
though full support for all year resolution —  
to what a proposal would be — of very  
little improvement — & possibly more  
dangerous! 

(16) Do not interfere with side streets / etc of the Bank  
just putting more traffic on local residents! /  


August 18/ 2011

2/

Resident since 1949

Nov 2012

## Summary

1.0 Meeting Rd - major through roads  
essential to free flow to  
Ginege / Caulfield / Glen Huntly et al!  
Do not interfere with this vital flow!!

2.0 Suggestions

Traffic lights be "properly" coordinated  
particularly at (A) Jandamarra / Merrimooka  
Belgrave Rd intersection — (B) intersection  
of Merrim Rd and Merrimooka  
(C) Merrimooka Rd / Merrim Rd —  
Railway Parade

Without efficient coordination the  
present situation will not entirely be  
eliminated

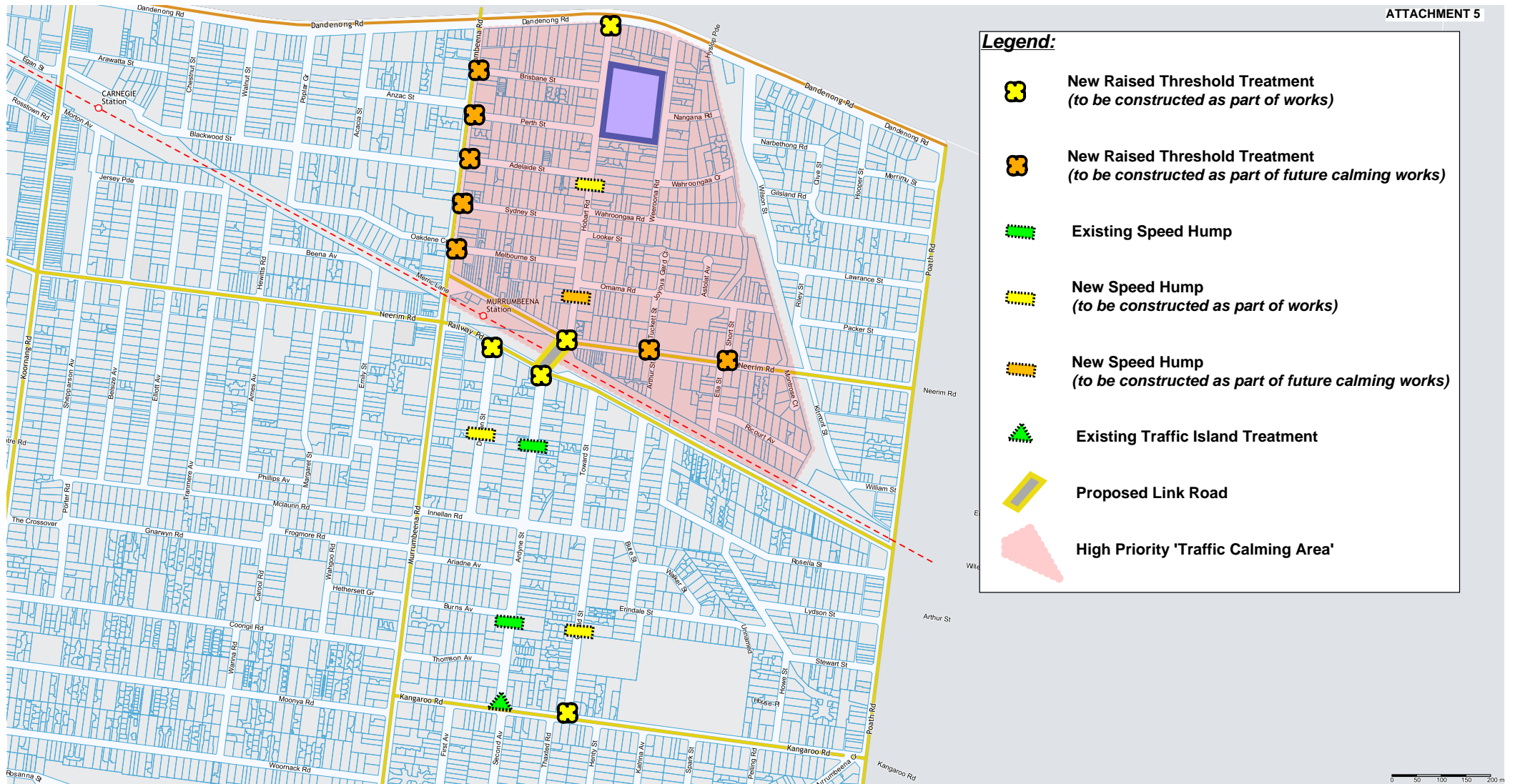
Thanks and Council is in good hands

**Strengthening Murrumbreena's Village Feel community session. 23 August at Duncan Mackinnon Pavillion**

**Feedback cards**

Comments or feedback	Do you have any questions that weren't addressed tonight that you would like answered?
You are not listening to residents! Two way traffic flow is the better option.	Why is option 1 still on table given it was rejected! Why does your retails model base itself on a café culture rather than what our strip is?
Design 2 - No tress down the middle. Angle parking both sides	N/A
The meeting did not start until 7:21pm. How it was wound up at 8:30pm. Question time was too short	Why did you not start on time
Do not changed the Neerim Rd to one way. No one way!	N/A
I think it was evident that the council want option 1, but the community want option 2.	Yes. Instead of a link rd, make that space short term carparking. Please comment
N/A	Early proposal for commercial development on South-east side of Neerim RD. Will it happen? Will parking be replaced?
I'm grateful for the opportunity - I'm excited about Option 1. Others are clearly not what they need to think progressively.	The 1st option is clearly better in terms of "village feel"
Mostly except for the smoking areas	Where is the dedicated outdoor smoking areas in either design option?
Just not enough time for questions and discussion by the attending residents	Will find a submission that combines elements of option 1 and 2
N/A	How cyclists will be separated from pedestrian traffic moving to and from the station
Definitely no link road. Keep Neerim Rd. 2 way but remove trees in Neerum Rd in centre of road	Future plans of bus routes. Traders and local residents should have major say.
Cars accessing station carpark from South Murrumbreena to already access Railway Parade carpark via Arydyne, as cant turn right from Murrumbreena.	Prefer hybrid solution
Why not wait until skyrail is complete to see how traffic flows are really impacted	N/A
Many people expressed their opinion only thinking of themselves not the greater good. Traders surely want more parking. Is there going to be more commercial development?	N/A
There were four options now only two - how did this happen? Option 1 not acceptable and needs to be dropped.	Hybrid options - where are they? Finding more car parks for option 2 - ideas? Participants (consultants) declaring who pays them and the number of options they were given to report on.
My preference is for option 2. No link road. No hybrid if it includes a link road	N/A
N/A	Bike trail will be interrupted with the new link road. Proposed to build new bike trail rather than link road
Is it already too late to change	Overdevelopment is already choking the narrow streets. How 'Open' is the access across rail carpark to neerim road from railway?
N/A	Will there be a pedestrian access from Dunoon to Neerim via railway carpark (like former bridge!). I.e through state property
Design one excellent	N/A
We need a combination of options 1 and option 2 with a link road and two way traffic in neerim road.	N/A
Consultation process like this are very important in building community and having stronger and better local government	No link road through Ardyne to Hobart
2 hour car parking in railway car park	What about Hughesdale? Consider purchase of laundromat on Poath rd to facilitate amenity of the station forecourt.

1) Do we really need the new bike path, it is more of a hindrance with pedestrian moves across the path. 2) Need to more to inhibit "rat-run" traffic into Hobart Rd. 3) Please re-route Bus Route 822 to only up and down Murrumbeena Rd and remove it from narrow side-street (Hobart Road and especially Sydney Street) 4) Reinstate right hand turn from Kangaroo Road to Murrumbeena Road to minimise risk of rat-run down Ardyne Street. 5) What about Hughesdale? Something needs to be done there	N/A
No link road 2-way on Neerim Rd best option Design 2 preferred	N/A
No option 1 link road	N/A
Do not do design 1	N/A
N/A	There was no explanation of the consideration given to the treatment of the Link Road (Hobart St) at the Dandenong Road end
2hr parking in Toward St and Railway Parade and all surrounding streets around the station. Very difficult to park in front of our home and for visitors	Opportunity for market stall. Creators market. Option 2 sounds good. Please no buses in Railway Parade
Clearly the local community mostly affected prefer option 2 with some possible additions but hoping Neerim Rd 2 WAY.	Who is responsible for the total resurfacing of Murrumbeena Rd from Dandenong Rd southwards - there are potholes that can't be fixed by just filling it in all the way along the road
What about a bridge for the cycle and foot traffic over the link road	N/A
N/A	PTV have caused so much inconvenience to the area they should dedicate approx 20 car spaces in the western end of the commuter carpark under the sky-rail to short term shopping parking. Definitely option 2 - 2 way traffic with increased parking under sky rail
1) Will trees actually survive the skyrail blocking the sunlight? 2) Why do we now have more crossing where we were trying to free the flow of traffic?	1) Will people's concerns actually be considered by council? 2) Will there actually be options for local shoppers to park (1-2 hours)
As a long term resident I don't support option 1	How will the final decision be made and communicated
Link Road. Ardyne and Railway Parade. Is it a raised path?	Pedestrian crossway
Why aren't council listening to residents? We don't want option 1.	Why can't option 2 also include a link road
Post contact details of all council staff on Glen Eira website so that response to the meeting can be directed accordingly.	Any traffic restrictions in Neerim Rd will destroy businesses within 3 years. Option 2 less the central tress is the only viable option. No link road!
In option 2 can the space saved from the link road be used to provide short term off street parking near the shops	N/A
I prefer option 2. Option 1 creates congestion in railway parade with buses and entrances into station carpark. It will be made difficult to get to Poath Road and Bute St to access Erindale St and Kangaroo Road.	What will happen to the intersection of Railway Parade and Poath Rd
Option 2	N/A
When I went to meeting on 23.8.17 I knew nothing about road at shopping centre at first. Option 1 sounded good but after hearing comments option 2 is superior	It seems overwhelming support for option 2. But it seems there is overwhelming support against it by Council. Also option 2 needs centre island removed. Not enough room on road.



## **EXAMPLES OF LOCALISED TRAFFIC TREATMENTS**

### **1 - RAISED THRESHOLD TREATMENT**



### **2 - RAISED FLAT TOP SPEED HUMP**



**ITEM 9.5            MUNICIPAL PUBLIC HEALTH & WELLBEING PLAN 2017-2021**

**Author:**            Tammy Gelley, Manager Public Health

**File No:**            17/1276064

**Attachments:**    *Municipal Public Health & Wellbeing Plan 2017-2021*  
                         *Action Plan for the Glen Eira Municipal Public Health & Wellbeing Plan 2017/18*

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**PURPOSE AND SUMMARY**

To adopt the *Municipal Public Health & Wellbeing Plan 2017-2021* and *Action Plan for the Glen Eira Municipal Public Health and Wellbeing Plan 2017/2018*.

**RECOMMENDATION**

That Council adopts the *Municipal Public Health & Wellbeing Plan 2017-2021* and the *Action Plan for the Glen Eira Municipal Public Health & Wellbeing Plan 2017/18*.

**BACKGROUND**

The *Glen Eira Municipal Public Health & Wellbeing Plan 2017–2021* guides Council's efforts to enhance the health and wellbeing of our community. The *Plan* builds on the achievements of the previous *Municipal Public Health and Wellbeing Plan 2013–2017* and incorporates current needs and priorities identified through both research and community consultation.

The *Plan* adopts a whole-of-Council approach focused on improving health across a range of dimensions. It aims to improve the health and wellbeing of residents through Council-run programs and projects, advocacy and working in partnership with health service providers, government bodies, community groups and residents to create a community where all people have the opportunity to achieve maximum health and wellbeing.

The *Plan* has been developed following extensive community consultation. This resulted in six health priorities being identified:

- Priority 1 – Demonstrate leadership, advocacy and collaboration
- Priority 2 – Promote active lifestyles and healthy eating
- Priority 3 – Respond to family violence
- Priority 4 – Reduce tobacco, alcohol and other drug consumption
- Priority 5 – Improve mental health and community connection
- Priority 6 – Enhance public health protection

**ISSUES AND DISCUSSION**

Feedback received in the third phase of community engagement has now been incorporated into the final *Plan* and *Action Plan*.

A submission was received from 'Climate Change Our Future' in relation to the lack of climate change strategies contained within the plan.

They suggested 26 items for incorporation into the Plan to address the negative effects of climate change. Upon review of these items, it has been found that 25 of the items are addressed in various ways through other Council plans, primarily in the *Environment Sustainability Strategy 2016-2021*, the *Integrated Transport Strategy* and their corresponding Action Plans.

There was one item that was not considered relevant to Glen Eira or within Council's control, which was the support for the ban of onshore gas production.

Following this feedback, the *Plan* has now been amended to incorporate greater linkages between the *Municipal Public Health & Wellbeing Plan 2017-2021* and the *Environmental Sustainability Strategy 2016-2021*.

Council received positive feedback from residents in relation to Council's engagement activities and programs that support disadvantaged, isolated or at risk young people.

## **POLICY AND LEGISLATIVE IMPLICATIONS**

The *Municipal Public Health and Wellbeing Plan 2017-2021* meets the legislative responsibilities of the *Victorian Public Health and Wellbeing Act 2008* and has regard to the *Victorian Health and Wellbeing Plan 2015-2019* and *Climate Change Act 2010*.

## **COMMUNICATION AND ENGAGEMENT**

The community engagement approach used to inform the development of the *Plan* included a variety of consultation methods to provide a broad range of people in the community the opportunity to contribute.

Three phases of community consultation was undertaken, which included two community consultation forum and a health sector forum that was attend by partners from local community health services and primary care partners, community houses, Caulfield Police and the Department of Health

Community members were invited to provide feedback in writing or online. Online consultation was conducted via Council's *Have Your Say* website, which included an outline of the *Plan's* health and wellbeing priorities, and the opportunity to provide feedback via a discussion forum.

In addition, the third phase of community engagement involved reconnecting with stakeholders and community members who had previously participated in consultation of the plan. This was undertaken to ensure that the updated Plan captured their initial feedback.

## **CONCLUSION**

The *Municipal Public Health and Wellbeing Plan 2017-2021* has been amended to incorporate feedback from the three phases of community consultation.

An accompanying *Action Plan* has been developed in line with this feedback, and both documents are now presented to Council for approval, publication and submission to the Victorian Department of Health and Human Services.



GLEN EIRA  
CITY COUNCIL

Glen Eira City Council

# Municipal Public Health and Wellbeing Plan

## 2017–2021

Bentleigh · Gardenvale · Bentleigh East · Glen Huntly · Brighton East · McKinnon · Carnegie · Murrumbeena · Caulfield · Ormond · Elsternwick · St Kilda East

# Municipal Public Health and Wellbeing Plan



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**Glen Eira City Council's *Municipal Public Health and Wellbeing Plan 2017–2021* is a strategic document that aims to maximise the health and wellbeing of Glen Eira residents.**

***The Public Health and Wellbeing Act 2008* requires Council to prepare a municipal public health and wellbeing plan within the period of 12 months after each general election of Council.<sup>1</sup>**

<sup>1</sup> State of Victoria. Section 26 (1) *Public Health and Wellbeing Act 2008*.

# 0 | Introduction

This *Plan* outlines the role that Council will play in improving the health and wellbeing of Glen Eira residents through Council-run programs and projects, by advocating and working in partnership with health service providers, government bodies, community groups and residents.

It provides an overview of the health and wellbeing of Glen Eira residents, Council's progress to date and our aspirations for health and wellbeing.

The *Plan* also provides a set of strategies and objectives to improve outcomes for the community.

**Glen Eira residents enjoy a relatively high level of health and wellbeing when compared against the Victorian average. However, the incidence and burden of chronic disease continues to present key challenges for Glen Eira.**

Prevention and early intervention are still the best ways to fight lifestyle related diseases that lead to serious illness. Healthy eating, active lifestyles, tobacco free living, social connection and screening to assist in the early identification of illness, continue to be the focus of effective public health policy to reduce the burden of disease.

Effective leadership, advocacy, planning and service delivery is required on the part of all stakeholders within our City to ensure Glen Eira residents continue to have access to relevant, affordable and effective public health services.

The following public health and wellbeing priority areas have been established through the analysis of health and wellbeing data, and feedback received from local health agencies and community members.

1. Demonstrate leadership, advocacy and collaboration
2. Promote active lifestyles and healthy eating
3. Reduce tobacco, alcohol and other drug consumption
4. Respond to family violence
5. Improve mental health and community connection
6. Enhance public health protection

The *Municipal Public Health and Wellbeing Plan 2017–2021* will be reviewed annually to highlight key milestones and achievements, and provide updates against the health priority areas. An action plan will also be developed each year for the life of the *Plan*.



## 02 Public health and wellbeing plans

The Victorian Public Health and Wellbeing Act 2008 is central to Victoria's public health.

It aims to:

- protect public health and prevent disease, illness, injury, disability and premature death;
- promote conditions in which people can be healthy; and
- reduce inequalities in the state of public health and wellbeing.

All Victorian local governments are required to develop a public health and wellbeing plan under the provisions of the *Victorian Public Health and Wellbeing Act 2008*.<sup>2</sup>

Legislation requires that the plan must:

- include an examination of data about health status and health determinants in the municipal district;
- identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing;
- provide for the involvement of people in the local community in the development, implementation and evaluation of the public health and wellbeing plan;
- specify how Council will work in partnership with the department and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the *Municipal Public Health and Wellbeing Plan*; and
- ensure consistency with the *Glen Eira Council and Community Plan* and *Municipal Strategic Statement*.

Health as defined by the World Health Organisation (1946)<sup>3</sup> refers to a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity.

Public health refers to 'the organised response by society to protect and promote health, and to prevent illness, injury and disability'.<sup>4</sup>

Public health is what we, as a society, do collectively to assure the conditions in which people can be healthy. 'Public health focuses on prevention, promotion and protection rather than on treatment; on populations rather than individuals; and on the (social/ economic) factors and behaviours that cause illness and injury' (*Victorian Public Health and Wellbeing Plan 2011–2015*).<sup>5</sup>

Council recognises the importance of climate change and its effect on health and wellbeing. As a result, climate change is identified as one of the four key themes in Council's *Environmental Sustainability Strategy 2016–2021*. This *Strategy* sets clear goals to 2021 to accelerate efforts to reduce greenhouse gas emissions and address the impacts that climate change may have on the Glen Eira community. It also sets long-term targets to achieve zero net emissions both from Council operations (2030) and from the community (2050).

The internationally recognised *Social Model of Health* will inform Council's role to improve the health and wellbeing of the community (see appendix A).

2. State of Victoria. Section 26. *Public Health and Wellbeing Act 2008*.

3. Preamble to the Constitution of WHO as adopted by the International Health Conference, New York, 19 June – 22 July 1946; signed on 22 July 1946 by the representatives of 61 States (Official Records of WHO, no. 2, p. 100) and entered into force on 7 April 1948. The definition has not been amended since 1948.

4. Commonwealth Government of Australia. *National Public Health Partnership*. 2007.

5. State of Victoria. *Victorian Public Health and Wellbeing Plan 2011–15*. 2011

## 03 Why is health planning so important?

Significant developments in health prevention and protection in recent decades have resulted in an increased life expectancy and a reduction in many of the risks to health and wellbeing. However, as some risk factors have decreased over time, others have increased and new risk factors have emerged. It is now estimated that more than one third of all premature deaths in Australia are the result of chronic preventable diseases (Australian Institute of Health and Welfare 2016).

Although the Glen Eira community enjoys a comparatively high level of health and wellbeing, residents are not immune to lifestyle risk factors such as obesity, sedentary behaviour, poor nutrition, smoking and alcohol.

**Along with stress, high cholesterol and high blood pressure, these risk factors contribute significantly to the burden of disease in Glen Eira and provide opportunities for improvement through early prevention and management.**

The ongoing provision of information, services and programs will enable residents to make healthy lifestyle choices and in turn, ensure a healthy future for Glen Eira.



Glen Eira City Council | Municipal Public Health and Wellbeing Plan 2017–2021

## 04 Public health and wellbeing profile of Glen Eira

A comprehensive review of current population and health statistics for the City has been undertaken to inform the development of this *Public Health and Wellbeing Plan*.

Data from the Department of Health and Human Services 2012 shows that life expectancies for the residents of Glen Eira are slightly higher than the Victorian average. The life expectancy at birth for persons in Glen Eira was 81.2 for males, and 85.6 for females, higher than the Victorian state average of 80.3 for males and 84.4 for females.



**Overall, Glen Eira residents enjoy a comparatively high level of health and wellbeing.**

High levels of household and individual income is experienced, with a significantly lower percentage of Glen Eira residents receiving all forms of income support compared to Victoria. In addition, Glen Eira is ranked one of the lowest in the state in terms of socioeconomic disadvantage.

Self-reported wellbeing is a good predictor of ill-health and other significant health behaviours. The *2015 VicHealth Indicators Survey* asked respondents to rate their wellbeing on a scale of zero to 100. The report highlighted that Glen Eira residents gave their wellbeing an average score of 76.9 out of 100.

Despite this comparatively high level of health and wellbeing, Glen Eira residents are not immune to lifestyle related risks such as insufficient exercise, poor nutrition, smoking and alcohol.

The municipality has one of the highest rates of smoking in the Southern Metropolitan Region.

In terms of nutrition, more than half of Glen Eira residents are not meeting the recommendations for daily fruit and vegetable consumption.

Glen Eira residents also spend a significant amount of time in sedentary behaviour, with less than half of the population spending sufficient time in physical activity.

The incidence of family violence in Glen Eira also continues to rise, with 898 incidents reported to Victoria Police in 2015–16. Since 2011, the number of family violence incidents reported has increased by more than 45 per cent.

## Positive health indicators for Glen Eira residents

### LIFE EXPECTANCY

81.2(M) 85.6(F) Glen Eira  
80.3(M) 84.4(F) Vic Av

Source: Department of Health  
and Human Services 2013

### RESIDENTS VISITING OPEN SPACE WEEKLY

58.8% Glen Eira  
50.7% Vic Av

Source: Community Indicators  
Victoria 2016

### RESIDENTS ENGAGING IN SUFFICIENT PHYSICAL ACTIVITY

42.3% Glen Eira  
41.4% Vic Av

Source: Australian Institute of  
Health and Welfare 2016

### PREVALENCE OF TYPE 2 DIABETES

3.8% Glen Eira  
5.1% Vic Av

Source: National Diabetes  
Service Scheme 2017

### ASTHMA INCIDENCE PER 100,000 PEOPLE

9.8% Glen Eira  
10.9% Vic Av

Source: Department of Health  
and Human Services 2013

### PREVALENCE OF HYPERTENSION

21.7% Glen Eira  
24.5% Vic Av

Source: Victorian Population  
Health Survey 2014

### PREMATURE MORTALITY RATE PER 100,000 FROM SUICIDE & SELF-HARM INJURIES

3.8% Glen Eira  
5.1% Vic Av

Source: Social Atlas of Australia 2013

### PREVALENCE OF ARTHRITIS

16.6% Glen Eira  
19.8% Vic Av

Source: Social Atlas of Australia 2013

### CHILDREN FULLY IMMUNISED AT 12 MONTHS

94.9% Glen Eira  
93.7% Vic Av

Source: Department of Health  
Statistical Profile 2015

### RESIDENTS OVERWEIGHT OR OBESE

56.8% Glen Eira  
64.1% Vic Av

Source: Social Health  
Atlas of Australia 2013

### REGISTERED MENTAL HEALTH CLIENT RATES

7.7% Glen Eira  
10.9% Vic Av

Source: Social Atlas of Australia 2013

### PARTICIPATION IN CERVICAL CANCER SCREENING

65% Glen Eira  
60% Vic Av

Source: Social Atlas of Australia 2013

## Negative health indicators for Glen Eira residents

### CANCER INCIDENCE PER 1000,000 PEOPLE

549.0	Glen Eira
511.4	Vic Av

Source: Social Atlas of  
Australia 2013

### PARTICIPATION IN BOWEL CANCER SCREENING

29.6%	Glen Eira
33.5%	Vic Av

Source: Social Atlas  
of Australia 2013

### RESIDENTS AT RISK OF SHORT-TERM HARM FROM ALCOHOL

33.7%	Glen Eira
29.4%	Vic Av

Source: Victorian Population  
Health Survey 2015

### PREVALENCE OF CURRENT SMOKERS

18.2%	Glen Eira
13.1%	Vic Av

Source: Victorian Population  
Health Survey 2015

### GP ATTENDANCE PER 1,000 POPULATION

5,074.9	Glen Eira
5,452.1	Vic Av

Source: Department of Health  
and Human Services 2013

### RESIDENTS SITTING FOR MORE THAN EIGHT HOURS A DAY

43.2%	Glen Eira
41.4%	Vic Av

Source: Community  
Indicators Victoria 2016

### RESIDENTS NOT MEETING FRUIT AND VEGETABLE CONSUMPTION GUIDELINES

54.8%	Glen Eira
48.6%	Vic Av

Source: Australian Institute  
of Health and Welfare 2016

### OLDER LONE PERSON HOUSEHOLDS (65+ YEARS) (SOCIAL ISOLATION)

10.7%	Glen Eira
8.9%	Vic Av

Source: Australian  
Bureau of Statistics 2011

### GAMING MACHINE EXPENDITURE PER ADULT

650.16	Glen Eira
553.13	Vic Av

Source: Victorian Commission  
for Gambling and Liquor  
Regulation 2016

# 05 Involving the community to help develop our plan

Consultation conducted at Caulfield Community Health's falls prevention groups

**40 participants**

**CATCHMENT PLANNING CONSULTATION CONDUCTED WITH FIVE COMMUNITY HEALTH SERVICES**

*Environmental Sustainability Strategy Survey*

**300 responses received**

Online via *Have Your Say — Glen Eira Council and Community Plan consultation*

**74 comments received**

**148 votes received**

**TWO COMMUNITY CONSULTATION FORUMS HELD**

**ONE HEALTH SERVICE PROVIDER FORUM**

**CONSULTATION POSTCARDS DISTRIBUTED:**

**30 responses received**

Survey conducted at Council's *Healthy Ageing seminar:*

**20 participants**

*Youth Voice Survey ...*

**200 responses received**

**PLANNING FORUMS CONDUCTED WITH FIVE NEIGHBOURING COUNCILS**

SURVEY CONDUCTED AT COUNCIL'S PARTY IN THE PARK EVENT:

**100 responses received**

This *Plan* was also influenced by data collected through community consultation conducted by Council in the last six to 12 months in the development of Glen Eira's:

- *Council and Community Plan;*
- *Ageing Strategy;*
- *Disability Action Plan;*
- *Environmental Sustainability Strategy;*
- *Planning Scheme;*
- *Youth Voice Survey;* and
- Early years centre consultations.

Each of these strategies have strong links with the *Municipal Public Health and Wellbeing Plan* and work in conjunction to improve the health and wellbeing of Glen Eira residents.

# What the community told us ...

"More opportunities for the community to connect through cultural groups, activities and markets."



"Public drop-in tai chi classes for health/arthritis."

"It's important that we care for people in our community who need support."

**"Mental health services need to work together in to provide more affordable and accessible services."**

"We would like access to health promotion seminars and programs targeting men's health."

**"Support and encourage more local volunteering."**

"More opportunities for physical activity, exercise programs and walking groups."

"What is important to me is a community where people feel connected."

"Drugs and alcohol are an issue for young people in our community."

"More community grants to support innovative healthy living programs."

**"Creating greater community wellbeing and resilience."**

"Volunteer programs and neighbourhood support programs to visit isolated older adults."

"More consistent messaging about family violence."

**"Isolation is a problem as you get older."**

"Elderly residents need information on health issues, such as healthy eating, cooking, diet."

"More health promotion seminars for the community."

"More public health messages on community radio."

"More community information about smoking restrictions."

**"More health information in different languages and a less complex health system."**

## 06 National and state public health policy context

State and federal governments play an important role in providing public health and wellbeing funding, legislative regimes and state wide health programs.

The *National Health Priority Areas* initiative is a collaboration across commonwealth, state and territory governments, non-government organisations, health experts, clinicians and consumers. *The National Health Priority Areas Strategy* aims to address specific diseases and conditions that contribute significantly to the burden of illness and injury in the Australian community.

The nine *National Health Priority Areas* are:

- cancer control;
- cardiovascular health;
- injury prevention and control;
- mental health;
- diabetes mellitus;
- asthma;
- arthritis and musculoskeletal conditions;
- obesity; and
- dementia.

### Victorian Public Health Priorities

The vision of the *Victorian Public Health and Wellbeing Plan 2015–2019* is ‘a Victoria free of the avoidable burden of disease and injury, so that all Victorians can enjoy the highest attainable standards of health, wellbeing and participation at every age’.<sup>6</sup>

The *Victorian Public Health and Wellbeing Plan* identifies the following six priority areas as the major focus for action over the life of the *Plan*:

1. Healthier eating and active living
2. Tobacco free living
3. Reducing harmful alcohol and drug use
4. Improving mental health
5. Preventing violence and injury
6. Improving sexual and reproductive health

<sup>6</sup> State of Victoria. *Victorian Public Health and Wellbeing Plan 2015–2019*. P5. 2015.



## 07 Role of local government

Council has a range of functions determined by the *Public Health and Wellbeing Act 2008*<sup>7</sup> that relate to the protection, improvement and promotion of the public health and wellbeing of the Glen Eira community.

They include:

- creating an environment which supports the health of members of the local community, and strengthens the capacity of the community and individuals to achieve better health;
- initiating, supporting and managing public health planning processes at the local government level;
- developing and implementing public health policies and programs within the municipal district;
- developing and enforcing up-to-date public health standards, and intervening if the health of people within the municipal district is affected;
- facilitating and supporting local agencies whose work has an impact on public health and wellbeing;
- to improve public health and wellbeing in the local community;
- co-ordinating and providing immunisation services to children living or being educated within the municipal district; and
- ensuring that the municipal district is maintained in a clean and sanitary condition.



These responsibilities are actioned by Council through the delivery of health protection and health promotion programs addressing areas of food safety; tobacco control; infectious disease management; immunisation; and regulation of businesses that pose a threat to public health.

Council also delivers a wide range of services and community infrastructure that directly or indirectly influence the social, economic and environmental influences of health. This includes basic community infrastructure like roads and drainage; waste management services; land use planning; recreational facilities; parks and open space for leisure; and emergency management planning and response.

Council services that support our community, include services for the aged, families, youth and children; arts and culture programs; community events; public libraries; and community development programs.

<sup>7</sup> State of Victoria. Section 24 Public Health and Wellbeing Act 2008.

## 08 Our progress to date

Council has already achieved significant progress in providing health and wellbeing initiatives for the Glen Eira community through the previous *Municipal Public Health and Wellbeing Plan 2013–2017*. The highlights according to each priority area from the previous *Municipal Public Health and Wellbeing Plan 2013–2017*, include:

### Promote healthy eating and a physically active community

Annual program of health promotion seminars implemented, with healthy eating and physical activity sessions delivered in partnership with community health centres, including *Healthy Eating on a Budget*, *Eating Well*, and *Ageing Well*. ✓

There were 52 premises that received a *Taste4Health* award and 14 premises that received a *Taste4Health Kids* award. These businesses met healthy menu criteria developed in partnership with Bentleigh-Bayside Community Health to provide food low in salt, sugar and fat and high in dietary fibre. ✓

There were 83 socially isolated older residents attended recreational outings and exercise classes each year to improve community connection and mental health. ✓

### Promote community wellbeing and connectedness

A range of community events were held each year, including:

- *Party in the Park* (three events held between January to March) — 94,000 attendances 2013–17. ✓
- *Carols in the Park* — 22,500 attendances 2013–17.
- *Springtime Music Festival* — 3,437 attendances 2013–17.
- *Storytelling Festival* — 27,300 attendances 2013–17.

There were 864 local volunteers from 205 community organisations recognised at annual *Volunteer Recognition* ceremonies for their contributions to the Glen Eira community. ✓

\$1,517,904 in community grant funding provided to local community groups for the delivery of community support services; health education programs; physical activity initiatives; alcohol and drug programs; and community events to facilitate community connections. ✓

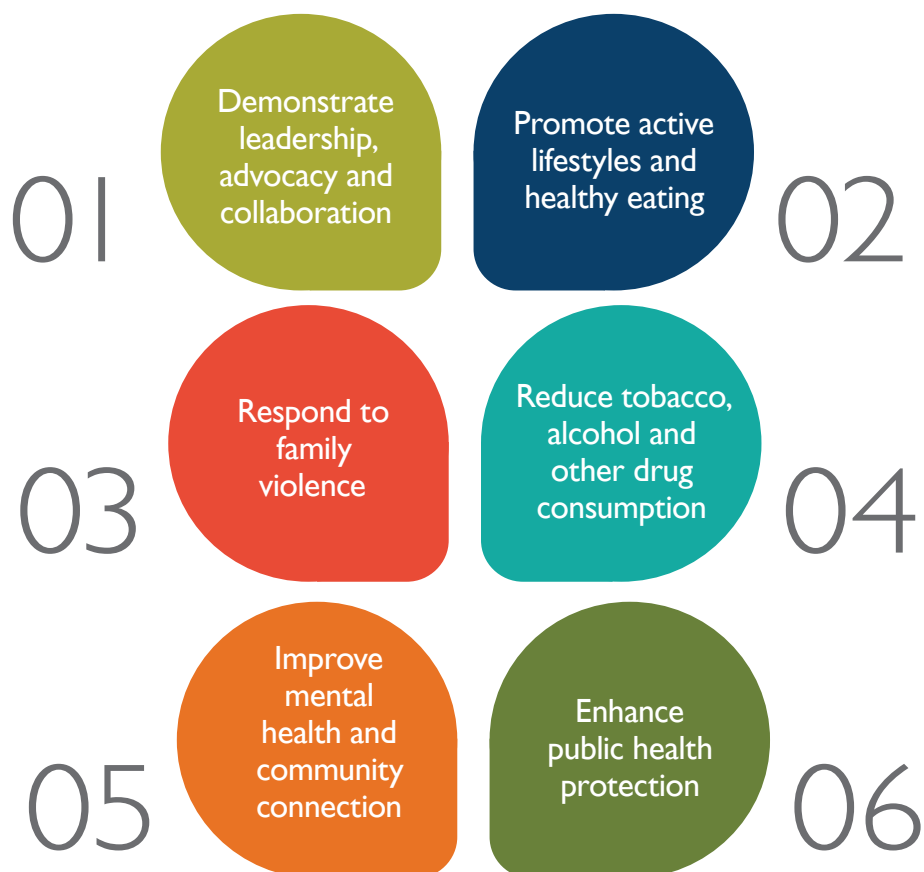
Improve mental health	
There were 6077 disadvantaged, isolated or at risk young people supported annually through Council's Youth Services support programs.	✓
There were 18 health promotion projects and programs provided to the community to improve mental health, including <i>Dementia Awareness Community Forum</i> , <i>Anxiety — Learn, Think, Do</i> , <i>Positive Pathways to Mental Health</i> , <i>Cyberbullying</i> and <i>Introduction to meditation</i> .	✓
Six major national and state awareness campaigns related to mental health promoted to the community through <i>Glen Eira News</i> (Council's monthly newspaper), Council's website, community flyers and community banners, including <i>Fluro Friday Mental Health Week</i> , <i>16 Days of Activism Awareness Campaign</i> , <i>R U OK Day</i> , and <i>White Ribbon Day</i> .	✓
Reduce harm from tobacco, alcohol and drugs	
From 2013–2016, Council's environmental health officers conducted 273 tobacco inspections of tobacco retailers, eating establishments and licensed premises.	✓
Eight Responsible Service of Alcohol training sessions (two each year) for sporting clubs and the general public.	✓
Men's health forums — harmful effects of alcohol, tobacco and other drugs and parent education sessions on binge drinking, and harmful effects of drugs on young people.	✓
Deliver public health protection	
From 2013–2016, Council's environmental health officers undertook 3,312 food safety assessments of registered food businesses.	✓
More than 49,500 vaccinations administered from 2013–2016. More than 90 per cent of children are currently up-to-date with vaccinations meeting national immunisation targets.	✓
There were 112 cases of infectious disease investigated in conjunction with the Department Health and Human Services and controls put in place to protect the community.	✓
Deliver public health leadership	
There were 22 health promotion initiatives implemented in conjunction with Department Health and Human Services, primary care partnerships or local community health centres.	✓
Development of a new <i>Community Heatwave Plan</i> to better respond to extreme temperatures and promotion of heat health information through Council publications and website to protect vulnerable members of the community.	✓
Flood safety information promoted to the community to increase community resilience and capacity to respond and recover from extreme storm events.	✓

## 09 Public health and wellbeing priorities 2017–2021

The *Municipal Public Health and Wellbeing Plan 2017–2021* identifies six priority areas, and 24 health and wellbeing strategies. Each priority area includes a range of activities where Council can influence the health and wellbeing outcomes of the community. The focus of the *Plan* will be on addressing the health issues identified through research, community consultation and in state and national health strategies.

Council also recognises the need for inclusion of all community members, including Aboriginal and Torres Strait Islander residents, culturally and linguistically diverse communities, people with disabilities and LGBTIQ (Lesbian, Gay, Bisexual, Transgender, Intersex and Queer) community members across the priority areas and strategies contained in the *Plan*.

The six priority areas of the *Municipal Public Health and Wellbeing Plan 2017–2021* are:





## PRIORITY 01:

Demonstrate leadership,  
advocacy and collaboration

## PRIORITY 01: DEMONSTRATE LEADERSHIP, ADVOCACY AND COLLABORATION

### OBJECTIVE:

To facilitate partnerships, lead key local health and wellbeing awareness initiatives, and advocate on behalf of the community to improve outcomes for the community.

### Why is this important for the Plan?

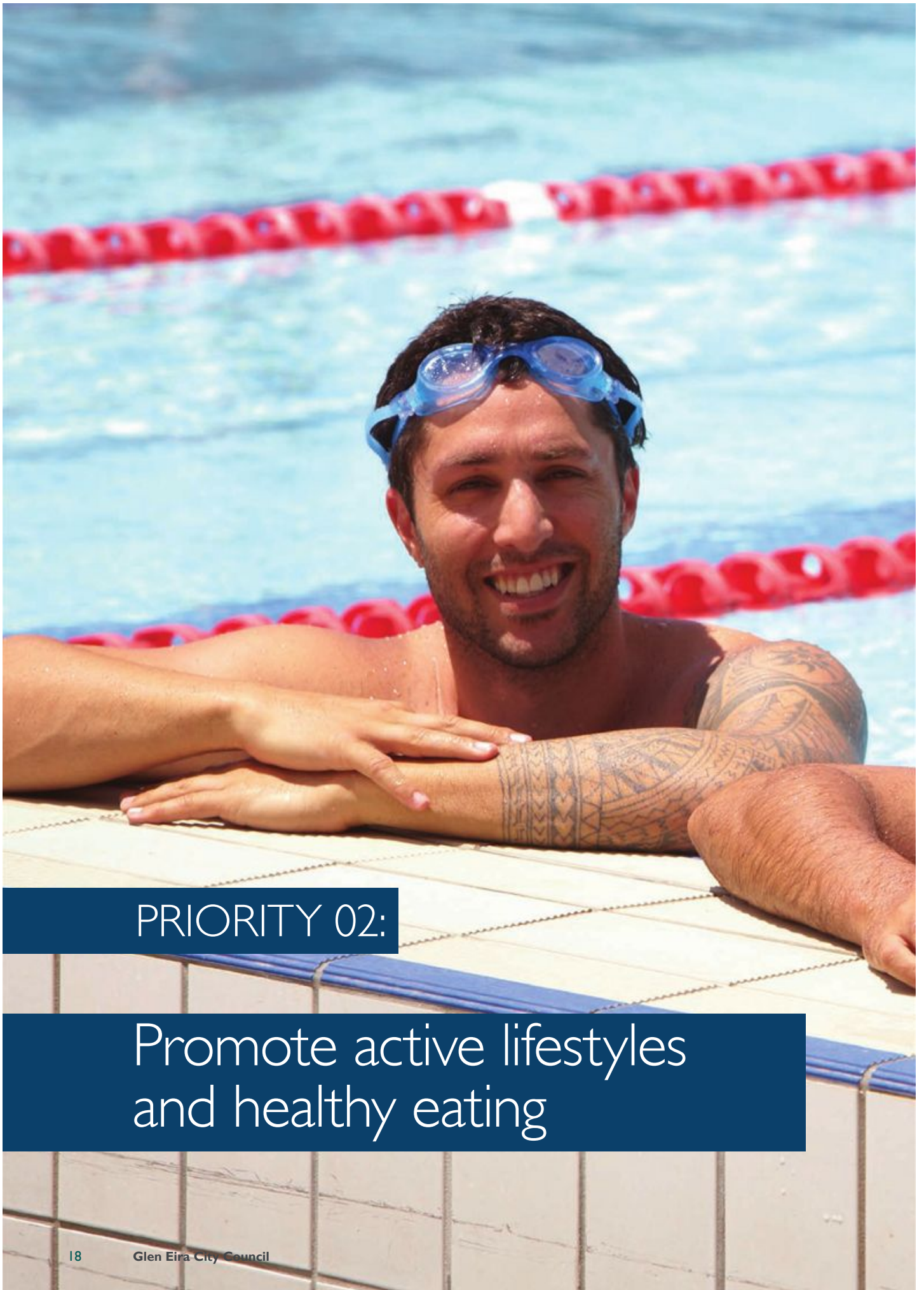
- The *Public Health and Wellbeing Act 2008* requires Council to specify how it will work in partnership with the Department of Health and Human Services and other agencies undertaking public health initiatives, projects and programs.
- The Department of Health and Human Services southern region works collaboratively with the health and community service sector, including local government, to develop integrated community health service systems that address overall population health requirements.
- The Southern Metropolitan Primary Care Partnership is a voluntary alliance of local government, community health and primary health organisations, working together to improve health outcomes throughout southern Melbourne.

### Why is it a priority for Glen Eira?

- Strong partnerships with external organisations and stakeholders are required to maximise effort to address health and wellbeing outcome initiatives within the municipality.
- State and regional public health planning bodies provide an opportunity for Council to advocate on behalf of residents for public health and wellbeing issues to be addressed at the local level.
- Council works closely with and supports local community groups to implement community support and public health initiatives through an annual community grants funding program.

### STRATEGIES:

- 1.1 Assist in building strong and effective partnerships with local health and wellbeing service providers to deliver quality outcomes, reduce duplication and fragmentation of effort.
- 1.2 Increase the availability of public health and wellbeing information in the local community.
- 1.3 Advocate on behalf of residents to state and federal governments for affordable, accessible and appropriate public health and wellbeing services.
- 1.4 Actively contribute to state and regional health planning networks and forums to assist in planning, promoting and delivering relevant public health and wellbeing initiatives.



## PRIORITY 02:

Promote active lifestyles  
and healthy eating

## PRIORITY 02: PROMOTE ACTIVE LIFESTYLES AND HEALTHY EATING

### OBJECTIVE:

To encourage regular physical activity and promote the consumption of safe and nutritious food.

#### Why is this important for the Plan?

- Unhealthy eating and low fruit and vegetable consumption are risk factors in the development of a number of chronic diseases, including coronary heart disease, stroke and many types of cancer (*Australian Institute of Health and Welfare 2016*).
- Difficulty accessing healthy, nutritious foods is a contributing factor to being overweight or obese, as those in low and middle socioeconomic areas are more likely to be exposed to cheaper, less nutritional food outlets. This can often result in poor choices of more affordable, energy dense foods (*Heart Foundation 2011*).
- Increased levels of physical activity help to decrease the risk of being overweight or obese, which is a major risk factor for diseases such as heart disease, cancer, stroke and respiratory diseases (*VicHealth 2012*).
- Sedentary behaviour is associated with poorer health outcomes, including an increased risk of type 2 diabetes (*VicHealth 2012*).

#### Why is it a priority for Glen Eira?

- Only 7.3 per cent of adults in Glen Eira meet the recommended daily intake of five serves of vegetables. This is slightly lower than the Victorian average of 7.4 per cent (*Australian Institute of Health and Welfare 2016*).
- More than half (54.8 per cent) of the Glen Eira population does not meet both fruit and vegetable consumption guidelines. This is higher than the Victorian average of 48.6 per cent (*Australian Institute of Health and Welfare 2016*).
- More than half (52.6 per cent) of Glen Eira residents do not spend sufficient time in physical activity. This is higher than the Victorian average of 50.4 per cent (*Australian Institute of Health and Welfare 2016*).
- Glen Eira residents engage in high levels of sedentary behaviour, with 30.4 per cent of people spending eight or more hours a day sitting, compared to the Victorian average of 23.8 per cent (*Australian Institute of Health and Welfare 2016*).
- 56.8 per cent of Glen Eira residents are overweight or obese. Though this figure is lower than the Victorian average of 64.1 per cent, rates of being overweight or obese are continuing to rise as are the risks of developing associated health conditions (*Australian Bureau of Statistics 2017*).

### STRATEGIES:

- 2.1 Promote national, state and regional campaigns and initiatives to raise awareness of the importance of healthy eating and physical activity.
- 2.2 Continue to enhance the built environment of our City and partnerships with local community and sporting organisations to provide safe, accessible, inclusive environments for physical activity.
- 2.3 Promote the availability of safe, healthy and nutritious food in the City.
- 2.4 Encourage people to consume recommended daily intake of fruit and vegetables, and reduce consumption of sweet drinks and unhealthy food.



PRIORITY 03:

## Respond to family violence

## PRIORITY 03: RESPOND TO FAMILY VIOLENCE

### OBJECTIVE:

To work in collaboration with local organisations to improve access to information and services to reduce family violence.

### Why is this important for the Plan?

- Australia's first Royal Commission into family violence included in their report a recommendation for councils to report on the measures they propose to take to reduce family violence and respond to the needs of victims.
- Intimate partner violence is the biggest contributor to ill health and premature death of Victorian women aged 15 to 44 years (*Victorian Health Promotion Foundation 2017*).
- Preventing family violence is a major priority for the Victorian government. *The Victorian Public Health and Wellbeing Plan 2015–2019* identifies preventing violence and injury as one of its key strategies for promoting health and wellbeing.

### Why is it a priority for Glen Eira?

- Implementing a whole community approach will allow for more efficient utilisation of resources to address the issue, and will allow the community to adopt mutually respectful attitudes, behaviours and beliefs.
- There was a 12.3 per cent increase in family violence incidents in Glen Eira from 2015–16 — one of the largest increases in the Southern Melbourne Region (*Crime Statistics Agency 2016*).
- Family violence is now a high priority for Victoria Police evidenced through the development of the Code of Practice for the Investigation of Family Violence, the establishment of family violence teams, and the leadership it has shown in transforming the way police respond to family violence incident.
- The Municipal Association of Victoria has been funded by the *Community Crime Prevention Program* to deliver the *Local Government Preventing Violence Against Women* initiative. This *Program* recognises the important role of local government in the prevention of violence against women as both a service provider, and a major employer.

### STRATEGIES:

- 3.1 Provide community leadership to prevent violence against women.
- 3.2 Promote and participate in national, state and local initiatives that raise awareness of family violence.
- 3.3 Foster joint planning and action with local support organisations to reduce the incidence of family violence.
- 3.4 Provide community information and referral to support families at risk of family violence.



PRIORITY 04:

Reduce tobacco, alcohol  
and other drug consumption

## PRIORITY 04: REDUCE TOBACCO, ALCOHOL AND OTHER DRUG CONSUMPTION

### OBJECTIVE:

To reduce the impact of smoking, alcohol and other drugs on the community.

### Why is this important for the Plan?

- Smoking remains the leading preventable cause of many cancers, respiratory, cardiovascular and other diseases (*VicHealth 2012*).
- Alcohol misuse can result in more than 200 types of short and long-term preventable harms, including accident and injury, cancer, heart attack and stroke (*VicHealth 2012*).
- Illicit drugs cause significant harm to individuals and the broader community, including loss of workplace productivity, and the cost to our health and criminal justice systems (*VicHealth 2012*).

### Why is it a priority for Glen Eira?

- Glen Eira has one of the highest smoking rates in the Southern Metropolitan Region, with 18.2 per cent of residents identifying as current smokers. This is significantly higher than the Victorian average of 13.1 per cent (*Australian Institute of Health and Welfare 2016*).
- About one-third (33.7 per cent) of Glen Eira residents were identified as being at risk of short-term harm from alcohol (five or more drinks in a single occasion) in a given month. This was higher than the Victorian estimate of 29.4 per cent (*Australian Institute of Health and Welfare 2016*).
- Glen Eira had 284 alcohol-related ambulance attendances in 2013–14. This was an increase of 20 per cent from 2012–13 (*Turning Point 2015*).

### STRATEGIES:

- 4.1 Promote awareness of the dangers of smoking, alcohol and drug use.
- 4.2 Encourage a reduction in smoking rates in Glen Eira.
- 4.3 Implement the Victorian *Tobacco Act 1987* and provide education and enforcement in relation to the sale and advertising of tobacco in local premises, and monitoring smoke-free dining and smoke-free outdoor areas.
- 4.4 Continue to work with and support local community and sporting organisations to promote responsible serving of alcohol, promote smoke-free environments and a safe drinking culture.

A photograph of a woman and a young girl, both smiling and clapping their hands. The woman, on the left, has long dark hair and is wearing a green shawl over a purple sari. The girl, on the right, is wearing a white sleeveless top with gold and red embroidery and a red skirt with a gold geometric pattern. Both are adorned with traditional Indian jewelry, including necklaces, earrings, and bangles. The background is a plain, light-colored wall.

PRIORITY 05:

Improve mental health  
and community connection

## PRIORITY 05: IMPROVE MENTAL HEALTH AND COMMUNITY CONNECTION

### OBJECTIVE:

To promote social inclusion and improve mental health in the community.

### Why is this important for the Plan?

- Our social connections, including the people we know, the friends we confide in, the family we belong to, and the community we live in are central to mental health and wellbeing (*VicHealth 2012*).
- Social participation in activities such as volunteering has shown to build social connectedness (*VicHealth 2012*).
- Social isolation can lead to stress, anxiety, depression, decreased resilience to traumatic events and suicide (*VicHealth 2012*).
- Mental illness is one of Australia's top three leading causes of disease burden, and the largest contributor to the disability burden in Victoria (*VicHealth 2012*).

### Why is it a priority for Glen Eira?

- Fewer Glen Eira residents (27.4 per cent) report participating in volunteering compared to Melbourne (28 per cent) and Victoria (33 per cent) (*Department of Planning and Community Development 2010*).
- 26.7 per cent of households in Glen Eira are lone person households. This, combined with a high number (19.9 per cent) of residents aged 60 years and over is likely to result in an increase in social isolation (*Australian Bureau of Statistics 2017*).
- Only 59.8 per cent of residents perceive their neighbourhood to be a close-knit neighbourhood. This is lower than the Victorian average of 61 per cent (*Department of Health 2013*).

### STRATEGIES:

- 5.1 Work in partnership with local community organisations to deliver information and seminars to improve mental health.
- 5.2 Provide opportunities for increased social connectedness through participation in arts and culture, recreation, sporting and other community activities.
- 5.3 Support local community organisations to provide local cultural events and festivals.
- 5.4 Promote inclusion of diverse groups including people with disabilities, people who identify as Aboriginal or Torres Strait islander people, culturally and linguistically diverse communities and LGBTIQ community members.



PRIORITY 06:

Enhance public  
health protection

## PRIORITY 06: ENHANCE PUBLIC HEALTH PROTECTION

### OBJECTIVE:

Protect the community from transmissible disease and assist the community to respond to and recover from natural disasters.

### Why is this important for the Plan?

- Enforcement of public health standards relating to food safety; infectious disease; residential noise; asbestos removal; rooming houses and general sanitation; and cleanliness of the City, protect the community from disease and illness.
- Immunisation against disease is still the most effective public health intervention to prevent disease and the spread of disease.
- Extreme weather events that occur as a result of climate change, such as heatwaves and floods, negatively impact upon the health and wellbeing of the community, particularly vulnerable persons such as young children and the elderly.

### Why is it a priority for Glen Eira?

- Under the *Public Health and Wellbeing Act 2008*, Council is required to develop and enforce up-to-date public health standards and intervene if the health of residents is affected.
- Under the *Public Health and Wellbeing Act 2008*, Council is required to co-ordinate and provide immunisation services to children living or being educated in the City.
- The *Emergency Management Act 2013* requires Council to develop an *Emergency Management Plan* to assist the community to respond and recover from emergencies, including extreme weather events.

### STRATEGIES:

- 6.1 Protect the community from illness through education and enforcement of public health standards at local food premises; rooming houses; tattooists; beauty therapy businesses; and local swimming and spa pools.
- 6.2 Respond to community concerns about local issues that may be dangerous to health.
- 6.3 Co-ordinate, promote and deliver vaccination programs to protect the community from vaccine preventable disease.
- 6.4 Review Council's *Emergency Management Plan*, *Heatwave Plan*, *Flood Plan* and *Pandemic Plan* annually, and provide the community with up-to-date information to better respond to and recover from emergencies and extreme weather events.

## 10 References

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Australian Institute of Health and Welfare 2016, *Glen Eira Wellbeing Report*, [http://www.communityindicators.net.au/wellbeing\\_reports/glen\\_eira](http://www.communityindicators.net.au/wellbeing_reports/glen_eira)

Commonwealth Government of Australia 2007, *National Public Health Partnership*.

Crime Statistics Agency 2016, *Family Incidents recorded by police region and local government area — June 2011 to June 2016*, <https://www.crimestatistics.vic.gov.au/crime-statistics/latest-crime-data/recorded-offences-0>

Department of Health 2013, *Local Government Area Profiles*, <http://www.health.vic.gov.au/modelling/planning/lga.htm>

Department of Health 2011, *Victorian public health and wellbeing plan 2011–2015*, <https://www2.health.vic.gov.au/about/publications/researchandreports/Victorian%20Public%20Health%20and%20Wellbeing%20Plan%202011-2015>

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Heart Foundation 2011, *Food-sensitive planning and urban design: A conceptual framework for achieving a sustainable and healthy food system*, [https://www.vichealth.vic.gov.au/~/\\_media/resourcecentre/publicationsandresources/healthy%20eating/food%20systems%20-%20food%20supply/foodsensitiveplanning\\_urban\\_design\\_summary.pdf](https://www.vichealth.vic.gov.au/~/_media/resourcecentre/publicationsandresources/healthy%20eating/food%20systems%20-%20food%20supply/foodsensitiveplanning_urban_design_summary.pdf)

Turning Point 2015, *Trends in alcohol and drug-related ambulance attendances in Victoria 2013/14*, [http://www.turningpoint.org.au/site/DefaultSite/filesystem/documents/Ambo%20Report%20-%20trends%20in%20alcohol%20and%20drug%20related%20ambulance%20attendances%202013-14\(1\).pdf](http://www.turningpoint.org.au/site/DefaultSite/filesystem/documents/Ambo%20Report%20-%20trends%20in%20alcohol%20and%20drug%20related%20ambulance%20attendances%202013-14(1).pdf)

Victorian Health Promotion Foundation 2017, *Preventing Violence against women in Australia Research summary: Addressing the social and economic determinants of mental and physical health*, <https://www.vichealth.vic.gov.au/media-and-resources/publications/violence-against-women-in-australia-research-summary>

### Legislation

State of Victoria 2008, *Public Health and Wellbeing Act 2008*.

## APPENDIX A

# Models to improve public health and wellbeing

Council will adopt and embed proven internationally recognised approaches into its public health and wellbeing leadership, partnership, advocacy, planning and service delivery activities. The internationally recognised *Social Model of Health* and the *Ottawa Charter of Health Promotion* will inform Council's role to improve the health and wellbeing of the community.

### Social Model of Health

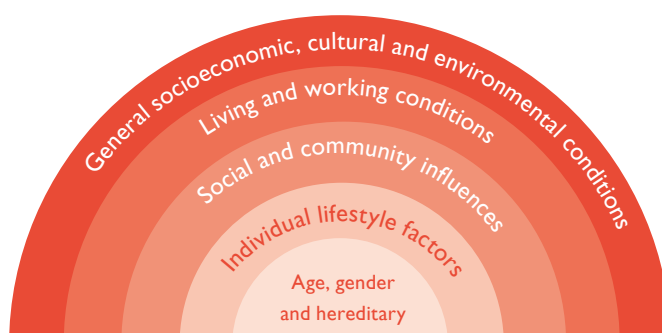
The *Social Model of Health* outlines the interrelated factors that contribute to an individual's health and wellbeing. The *Social Model of Health* began to emerge in the 1970s, as people began to realise that not only people's behaviors, but their environment, upbringing and sociocultural situation impact health. It's based on the understanding that for health gains to occur, social, economic and environmental determinants must be addressed.

### The Ottawa Charter of Health Promotion

The *Ottawa Charter of Health Promotion*<sup>8</sup> is the leading international approach to health promotion which has been developed from the *Social Model of Health*. It defines health promotion as the process of enabling people to increase control over, and improve their health.

The model set out below highlights five action areas:

1. Build healthy public policy — governments make laws which affect the health of communities and individuals.
2. Create supportive environments for health — healthy lifestyle is made easy when your community infrastructure supports better health.
3. Strengthen community action for health — acting as a community makes promoting and achieving health more attainable.
4. Develop personal skills — enables people to take control of their own health and then pass these skills on to others.
5. Re-orient health services — health services and professionals should be involved in areas, such as education, policymaking and community action.



The five priority action areas of *Ottawa Charter for Health Promotion* are also used to evaluate the success and sustainability of health promotion initiatives.

8. World Health Organization, Health and Welfare Canada, and Canadian Public Health Association. 1986. *Ottawa Charter for Health Promotion: an international conference on health promotion —the move towards a new public health*. Nov. 17-21, Ottawa.

Ottawa Charter of Health Promotion



Not only people's behaviours, but their environment, upbringing and sociocultural situation impact health. It's based on the understanding that for health gains to occur, social, economic and environmental determinants must be addressed.





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GLEN EIRA  
CITY COUNCIL

## Action Plan for the Glen Eira Municipal Public Health and Wellbeing Plan 2017/2018

This *Action Plan* is the companion document to Council's *Municipal Public Health and Wellbeing Plan 2017–2021*. It outlines how Council will work towards meeting the priorities and strategies identified in the *Plan*.

The *Municipal Public Health and Wellbeing Plan* has been developed following comprehensive community and stakeholder engagement, which identified the following six priorities:

**Priority one** — Demonstrate leadership, advocacy and collaboration

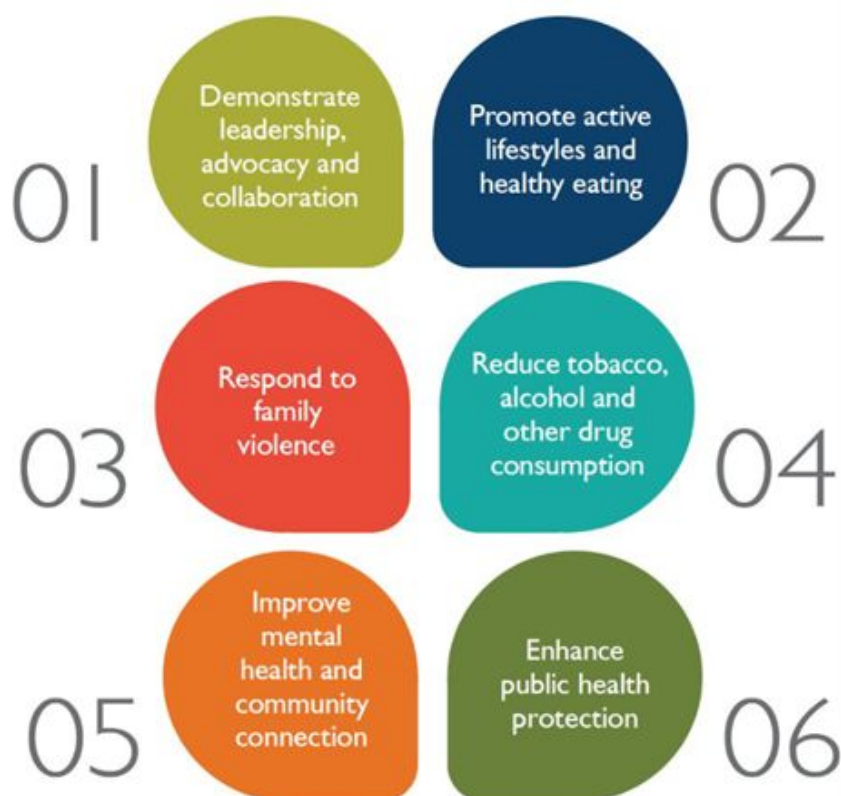
**Priority two** — Promote active lifestyles and healthy eating

**Priority three** — Respond to family violence

**Priority four** — Reduce tobacco, alcohol and other drug consumption

**Priority five** — Improve mental health and community connection

**Priority six** — Enhance public health protection



## Priority 01: Demonstrate leadership, advocacy and collaboration

**Objective:** To facilitate partnerships, lead key local health and wellbeing awareness initiatives and advocate on behalf of the community to improve outcomes for the community.

Strategy	2017/18 Actions	Measure
1.1 Assist in building strong and effective partnerships with local health and wellbeing service providers to deliver quality outcomes, reduce duplication and fragmentation of effort.	Collaborate on aligning and complementing health and wellbeing strategy plans, priorities and processes with Southern Melbourne Primary Care Partnership (PCP) members.	Ongoing involvement in Primary Care Partnership (PCP) meetings and projects, and active participation in evaluation processes with PCP partner plans.
	Investigate opportunities to partner with local community health services on health and wellbeing initiatives.	Partner on two health initiatives per year.
1.2 Increase the availability of public health and wellbeing information in the local community.	Ensure current information relating to health status and health services is easily accessible by the community.	Publication of Glen Eira health data profile on Council's website.
		Distribute current health and wellbeing information and publications to PCP partners, local service providers and the wider community.
1.3 Advocate on behalf of residents to State and Federal Governments for affordable, accessible and appropriate public health and wellbeing services.	Advocate in partnership with PCP members for reduced maximum bet limits on gaming machines.	Advocacy proposals submitted to State Government.
	Advocate with health partners to obtain funding for national health priority campaigns of relevance to the community.	Advocate with PCP partners on shared health priorities.
1.4 Actively contribute to State and regional health planning networks and forums to assist in planning, promoting and delivering relevant public health and wellbeing initiatives.	Participate in Department of Health and Human Services, Social Planning Network and LGPro planning forums.	Attendance at forums.

## Priority 02: Promote active lifestyles and healthy eating

Objective: To encourage regular physical activity and promote the consumption of safe and nutritious food.		
Strategy	2017/18 Actions	Measure
2.1 Promote National, State and regional campaigns and initiatives to raise awareness of the importance of healthy eating and physical activity.	Identify and promote campaigns that are relevant for the local community.	Health campaigns promoted through Council's website, Facebook page and <i>Glen Eira News</i> .
2.2 Continue to enhance the built environment of our City and partnerships with local community and sporting organisations to provide safe, accessible, inclusive environments for physical activity.	Offer a variety of facilities, including major reserves and sportsgrounds for use by sporting clubs and the general public.	Facilities available for use and for hire all-year-round through Council's Recreation unit.
	Glen Eira Leisure to provide a range of opportunities for involvement in recreation, including indoor and outdoor pools, gymnasium, personal training, group exercise and accessibility programs.	Glen Eira Leisure facilities available for use all-year-round.
	Provide a range of physical activity classes for older adults.	Commence a free exercise program in our local parks called Active Parks.
		Over 50s exercise classes held weekly including chair-based, calisthenics and strength training.
2.3 Promote the availability of safe, healthy and nutritious food in the City.	Inspect registered food businesses to assess compliance with <i>National Food Safety Standards</i> .	Conduct 800 food safety assessments for at least 95 per cent of all registered food businesses.
	Analyse food samples from registered food businesses.	200 food samples analysed per year.
	Eligible local food businesses assessed on healthy menu criteria to improve nutritional value of food offered.	All eligible food businesses assessed each year.
	Ensure Council's Delivered Meals program provides nutritious food choices for older persons.	Nutritious food value of Council's Delivered Meals program reviewed with assistance of dietician.
2.4 Encourage people to consume recommended daily intake of fruit and vegetables and reduce consumption of sweet drinks and unhealthy food.	Encourage children to increase their consumption of fruit and vegetables.	Support and encourage the participation of early childhood services and schools in the <i>Victorian Prevention and Health Promotion Achievement Program</i> , in partnership with local community health services.
		Nutritional information provided to mothers and children at Maternal and Child Health Key Ages and Stages visits.
	Promote water consumption throughout the municipality.	Promote water as the preferred beverage at all Council-run events.
	Deliver nutrition health promotion seminars in partnership with local community health services.	One nutrition seminar delivered per year.

	Encourage residents to grow their own food.	Free community education workshops provided in line with Council's <i>Neighbourhood Sustainable Gardening Program</i> .
	Nutrition information and dietary guidelines posted on Council's website.	Information reviewed and updated annually.

## Priority 03: Respond to family violence

Objective: To work in collaboration with local organisations to improve access to information and services to reduce family violence.		
Strategy	2017/18 Actions	Measure
3.1 Provide community leadership to prevent violence against women.	Maintain internal family violence prevention champions group to foster joint action on family violence across Council departments.	Participation in family violence champions group activities and programs, including one new initiative each year.
	Develop and implement an annual Family Violence Prevention Action Plan.	Plan developed that outlines a range of activities and actions focused on preventing violence against women.
		Implement 90% or more of the actions in the annual Family Violence Prevention Implementation Plan.
	Develop a Family Violence Policy.	Family Violence Policy developed and endorsed by Council.
	Support community groups and organisations to apply for community grant funding to address the prevention of family violence and violence against women.	Identify family violence as a priority area in the Community Grants program guidelines and prioritise the assessment of applications that deliver family violence initiatives.
3.2 Promote and participate in National, State and local initiatives that raise awareness of family violence.	Initiatives held for the <i>16 Days of Activism</i> campaign and <i>White Ribbon Day</i> .	Two initiatives held per year.
3.3 Foster joint planning and action with local support organisations to reduce the incidence of family violence.	Maintain partnership with Southern Melbourne Primary Care Partnership (PCP).	Participation in Southern Melbourne PCP and family violence working groups.
	Work in partnership with Women's Health in the South East (WHISE) to implement ' <i>Preventing Violence Together — A Strategy for the Southern Metropolitan Region</i> '.	Participate in projects and initiatives throughout the year.
	Participate in the Municipal Association of Victoria (MAV) <i>Preventing Violence Against Women</i> Network.	Representation on MAV network committee.
3.4 Provide community information and referral to support families at risk of family violence.	All mothers who attend a Glen Eira Maternal and Child Health Service have the opportunity to respond to a family violence risk assessment.	75 per cent of mothers attending Key Ages and Stages visits complete a family violence risk assessment.
	Improve the ability of staff to recognise and respond to families at risk of violence.	Professional training provided to Maternal and Child Health staff to assist families who are experiencing or at risk of family violence.
		Family Violence Lawyer from Peninsula Community Legal Centre made available to provide legal advice and representation services.
		Deliver a compulsory e-learning module on family violence to all new staff.

## Priority 04: Reduce tobacco, alcohol and other drug consumption

Objective: To reduce the impact of smoking, alcohol and other drugs on the community.		
Strategy	2017/18 Actions	Measure
4.1 Promote awareness of the dangers of smoking, alcohol and drug use.	Deliver initiatives that address the issues of drinking, smoking and other drugs across the community.	Partner with local community groups and service providers to run health promotion projects targeting drugs and alcohol.
	Work with local partners to deliver safe driving workshops to young people.	Delivery of <i>Safe Driving Peer Leadership Program</i> in partnership with Taskforce Community Agency.
	Promote health campaigns such as <i>Quit</i> that aim to reduce tobacco, alcohol and other drugs consumption.	One health campaigns promoted in <i>Glen Eira News</i> .
4.2 Encourage a reduction in smoking rates in Glen Eira.	Support local community groups by providing grants relating to non-smoking.	Prioritise programs that promote non-smoking in community grants.
	Improve family health and wellbeing by supporting parents and families to reduce tobacco consumption.	Refer clients to <i>Quit</i> smoking programs under the <i>Maternal Child Health Framework</i> .
4.3 Implement the <i>Victorian Tobacco Act 1987</i> and provide education and enforcement in relation to the sale and advertising of tobacco in local premises, and monitoring smoke free dining and smoke free outdoor areas.	Monitor and enforce standards for the display and sale of cigarettes and smoke free requirements in tobacco retailers, certified tobacconists, eating establishments and licensed premises.	Provide education and conduct inspections in 40 per cent of tobacco retailers, 100 per cent of certified tobacconists, five per cent of eating establishments and 10 per cent of licensed premises.
		Support local businesses in adopting changes to Victorian tobacco legislation.
4.4 Continue to work with and support local community and sporting organisations to promote responsible serving of alcohol, promote smoke free environments and a safe drinking culture.	Responsible service of alcohol courses provided for sporting clubs and other community groups.	Two responsible service of alcohol courses held per year.
	Provide education and support to sporting clubs around the consumption of alcohol and other drugs.	Investigate partnership opportunities with local community health services and Glen Eira leisure centres to deliver education workshops to sporting clubs in relation to drinking and drug culture.
		Promote and encourage local sporting clubs to participate in the <i>Good Sports</i> program.

## Priority 05: Improve mental health and community connection

Objective: To promote social inclusion and improve mental health in the community.

Strategy	2017/18 Actions	Measure
5.1 Work in partnership with local community organisations to deliver information and seminars to improve mental health.	Maintain effective working partnerships with mental health service providers to enable appropriate referral and support for mothers and babies.	Ongoing partnership with Alfred Child Youth and Mental Health Service (CYMHS).
	Strengthen the current working relationships with community organisations delivering social support services to connect vulnerable families with Council services.	Ongoing partnership with Community Information Glen Eira (CIGE).
	Maintain partnership with Gambler's Help Southern to monitor gaming and its impact in Glen Eira.	Run a campaign for <i>Gambler's Awareness Month</i> in partnership with Gambler's Help Southern.
5.2 Provide opportunities for increased social connectedness through participation in arts and culture, recreation, sporting and other community activities.	Promote volunteerism and recognise the contribution of volunteers in the community.	Volunteer recognition award ceremony held annually.
		Facilitate a volunteer expo in Glen Eira to build capacity for volunteering in the community.
	Support and encourage the use of community gardens within Glen Eira.	Promote participation in Glen Eira's existing community gardens.
		Undertake further investigation into the feasibility of establishing a community garden within the municipality and look to implement.
	Support senior citizens clubs to enhance social inclusion of older persons.	2,000 older residents utilise Council's Senior Citizens Centres each year.
	Provide older adults with opportunities for recreational and social activities	Offer weekly recreation activities as part of Council's <i>Explorers</i> program.
5.3 Support local community organisations to provide local cultural events and festivals.	Provide a range of events, festivals and community celebrations to build social connectedness and promote community inclusion.	<ul style="list-style-type: none"> <li>- <i>Party in the Park</i></li> <li>- <i>Groove and Graze</i></li> <li>- <i>Storytelling Festival</i></li> <li>- <i>Springtime Music</i></li> <li>- <i>My Brother Jack Awards</i></li> </ul>
5.4 Promote inclusion of diverse groups including people with disabilities, people who identify as Aboriginal or Torres Strait islander people, culturally and linguistically diverse communities and LGBTIQ community members.	Council information provided in a range of languages and formats.	Ensure Council publications and resources are available in multiple languages where possible.
		Review accessibility of information and events advertised in Glen Eira News.
	Promote <i>Glen Eira Pride</i> support group for young people who identify as LGBTIQ.	<i>Glen Eira Pride</i> advertised on Council's website and Facebook pages.
	Promote organisations that support diversity groups in Glen Eira.	<i>Glen Eira Disability Service Provider Register</i> reviewed and updated on Council's website annually.
		Support diversity groups through the prioritisation of community grants for multicultural events.
	Council to establish a reconciliation action plan approved by Reconciliation Australia.	Reconciliation action plan developed and approved for implementation.

## Priority 06: Enhance public health protection

Objective: To protect the community from transmissible disease and assist the community to respond to and recover from natural disasters.		
Strategy	2017/18 Actions	Measure
6.1 Protect the community from illness through education and enforcement of public health standards at local food premises, rooming houses, tattooists, beauty therapy businesses and local swimming and spa pools.	Undertake food safety risk assessments of registered food businesses selling 'high risk foods' (aged care facilities, childcare facilities, restaurants, cafes, takeaway premises) to identify and mitigate food safety risks.	Risk assessments conducted at 600 premises per year.
	Inspect all hairdressers, beauty therapists, prescribed accommodation, skin penetration and colonic irrigation businesses to assess the safety and hygiene standards and prevent the spread of infectious disease.	Conduct 220 <i>Public Health and Wellbeing Act 2008</i> inspections for at least 95 per cent of all public health and wellbeing businesses.
	Inspect all tattooist premises to assess the safety and hygiene standards and prevent the spread of infectious disease.	Inspect all tattooist premises.
	Regular analysis of water quality from all local public swimming and spa pools to assess the water quality and hygiene levels at each facility.	Conduct water sampling at each public swimming and spa pool.
6.2 Respond to community concerns about local issues that may be dangerous to health.	Investigate and respond to public health nuisance complaints including residential sewerage spills and residential noise control.	Investigate all notified public health nuisance complaints.
	Investigate community concerns about asbestos and provide community education about safe asbestos removal.	Investigate all complaints about unsafe asbestos removal.
	Investigate incidents of infectious disease outbreaks and notifications.	Investigate all notified incidents of infectious disease outbreaks and notifications.
6.3 Co-ordinate, promote and deliver immunisation programs to protect the community from vaccine preventable disease.	Provide vaccinations to infants and school children in accordance with the <i>National Immunisation Schedule</i> .	8,000 vaccinations provided to infants and school children.
6.4 Review Council's <i>Emergency Management Plan</i> , <i>Heatwave Plan</i> , <i>Flood Plan</i> and <i>Pandemic Plan</i> , and provide the community with up-to-date information to better response to and recover from emergencies and extreme weather events.	Heatwave information and flood safety posted on Council's website and factsheets delivered to libraries, seniors' centres, maternal and child health centres, neighbourhood houses and swimming pools.	Information reviewed and updated annually.
	Regularly review Council's <i>Heat Wave Response Plan</i> and implement the <i>Plan</i> when triggered.	Plan reviewed annually.

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**ITEM 9.6            CITIZEN OF THE YEAR AWARDS ADVISORY COMMITTEE  
MEMBERSHIP REPORT**

**Author:**            *Gaye Stewart*

**File No:**            *17/1218488*

**Attachments:**    *No attachments*

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**PURPOSE AND SUMMARY**

That Council appoint two community representatives to the Citizen of the Year Awards Advisory Committee 2018.

**RECOMMENDATION**

That Council appoints the following two community representatives to be on the Citizen of the Year Awards Advisory Committee 2018:

- Mr Jon Charlton, Principal of Kilvington Grammar School; and
- Mrs Gwen Brown, Secretary of DJ Coakley East Bentleigh Senior Citizens Club and recipient of the Citizen of the Year Award in 2017.

**BACKGROUND**

The Glen Eira Citizen of the Year Awards recognise the contributions of outstanding Glen Eira residents and community groups who, through hard work and dedications, have significantly contributed to the community.

There are three award categories: Citizen of the Year, Young Citizen of the Year, and Community Group of the Year.

The Terms of Reference for the Committee state that Council will appoint two community representatives:

1. One secondary school principal; and
2. One previous recipient of the Glen Eira Citizen of the Year Awards

The previous recipient of the Glen Eira Citizen of the Year Award community representative has generally been the prior year's Citizen of the Year.

Awards will be presented at the annual Australia Day Breakfast held on Friday 19 January 2018.

**ISSUES AND DISCUSSION**

A Citizen of the Year Advisory Committee is established to assist Council by providing recommendations for the Glen Eira Citizen of the Year, Young Citizen of the Year, and Community Group of the Year.

Three Councillor representatives are required on the Citizen of the Year Advisory Committee. The Council will be required to endorse the Councillor representatives at the Special Council meeting on 1 November 2017 so that the Committee may meet on 6 November and their recommendation be approved by Council on 28 November 2017.

This timeline will ensure that winners can be notified in time to be available for the Awards Ceremony (Australia Day Breakfast on 19 January 2018).

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

None

**POLICY AND LEGISLATIVE IMPLICATIONS**

None

**COMMUNICATION AND ENGAGEMENT**

None required

**LINK TO COUNCIL AND COMMUNITY PLAN**

Theme: Community Building and Engagement

Strategic objective: To build a strong, connected community that actively participates and engages with Council to improve outcomes for the community.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

Recommend the appointment of two community representatives to the Citizen of the Year Awards Advisory Committee 2018:

- Mr Jon Charlton, Principal of Kilvington Grammar School
- Mrs Gwen Brown, Secretary of DJ Coakley East Bentleigh Senior Citizens Club and recipient of the Citizen of the Year Award in 2017

**ITEM 9.7      ANNUAL REPORT 2016-17**

**Author:**            *Peter Swabey (Director Corporate Services)*

**File No:**

**Attachments:**    *Attachment 1 – Annual Report 2016–17*

---

**PURPOSE AND SUMMARY**

To consider the *2016–17 Annual Report*.

**RECOMMENDATION**

That the *2016-17 Annual Report* be adopted by Council and be published as an online version accessible via Council's website.

**BACKGROUND**

The *Local Government Act 1989 (S134)* requires that a Council must hold a meeting to consider the annual report within one month after submitting the annual report to the Minister. Council's *2016–2017 Annual Report* was submitted to the Minister for Local Government on 28 September 2017 (refer attached) as required by S133 of the *Local Government Act 1989*. The *Annual Report* was circulated in draft to all Councillors for comment in August 2017.

The *Annual Report* will be published on Council's website.

**ISSUES AND DISCUSSION**

In-line with the Digital by Default pillar of the Glen Eira Transforming Together (*GETT*) program, it was decided that the *2016–17 Annual Report* would move to an online format. This will enable the *Annual Report* to be accessible to more people as it will be able to be viewed on multiple platforms. Interested parties will be able to view or download the whole *Report* or parts thereof e.g. the *Community Plan* results, the *Local Government Performance Reporting Framework*, etc. It features a video of the Mayor and CEO highlighting Council's major achievements throughout the year.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

Not applicable.

**POLICY AND LEGISLATIVE IMPLICATIONS**

- Legislation – Sections 133 and 134 of the *Local Government Act 1989*

**COMMUNICATION AND ENGAGEMENT**

Public Notice has been given of this Meeting and the *2016-17 Annual Report* is available for inspection.

**LINK TO COUNCIL AND COMMUNITY PLAN**

Theme 5: Informed and engaged — A well governed Council that is committed to transparency and engages residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

As part of the legislative requirements under the *Local Government Act*, Council must consider the *Annual Report* each year. This year's *Annual Report* will be published in an interactive, online format.

# GLEN EIRA CITY COUNCIL ANNUAL REPORT 2016–2017



GLEN EIRA  
CITY COUNCIL

Bentleigh | Bentleigh East | Brighton East | Carnegie | Caulfield | Elsternwick  
Gardenvale | Glen Huntly | McKinnon | Murrumbeena | Ormond | St Kilda East

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# THE CITY OF GLEN EIRA

## STATEMENT OF PURPOSE

### GLEN EIRA CITY COUNCIL WORKS WITH AND FOR THE COMMUNITY:

- to provide quality facilities, services, safeguards and supports;
- towards goals that are beyond the capacity of individuals, but achievable when working together;
- according to overall community values, needs and priorities;
- in a caring, accountable and professional manner; and
- to provide value-for-money for present and future generations.

### COUNCIL FUNCTIONS

The functions of Council include:

- Advocating and promoting proposals which are in the best interest of the local community.
- Planning for and providing services and facilities for the local community.
- Providing and maintaining community infrastructure in the municipal district  
See *Sustainable Community Assets and Infrastructure* page 63.
- Undertaking strategic and land use planning for the municipal district  
See *Town Planning and Development* page 51.
- Raising revenue to enable Council to perform its functions.
- Making and enforcing local laws.
- Exercising, performing and discharging the duties, functions and powers of councils under the *Local Government Act 1989* and other Acts.  
See *Role of Council* page 95.
- Providing any other function relating to the peace, order and good government of the municipal district See pages 18–19, 95.

## GUIDING VALUES

### COMMUNITY-FOCUSED, RESPONSIVE AND INCLUSIVE

Council works to develop an inclusive and caring community where everyone can feel they belong. Everyone is encouraged to participate in the decision-making, which leads to achieving the best possible health, safety and lifestyle options within the City.

### ACCOUNTABLE AND RELEVANT LEADERSHIP

Council consults, listens and takes note of community views to determine its priorities and needs, and then acts through open, transparent processes that are financially and environmentally responsible and sustainable. Council constantly works to find innovative ways of providing services measured against recognised benchmarks to improve services and set better standards that will meet tomorrow's increasing demands.

### COMMUNITY WELLBEING

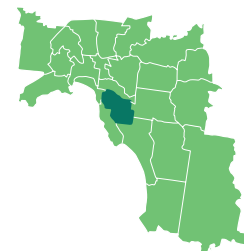
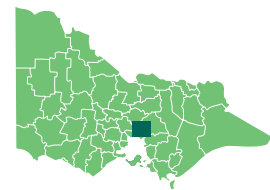
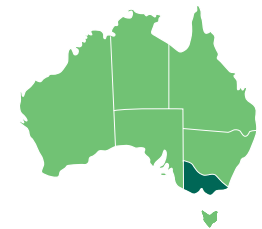
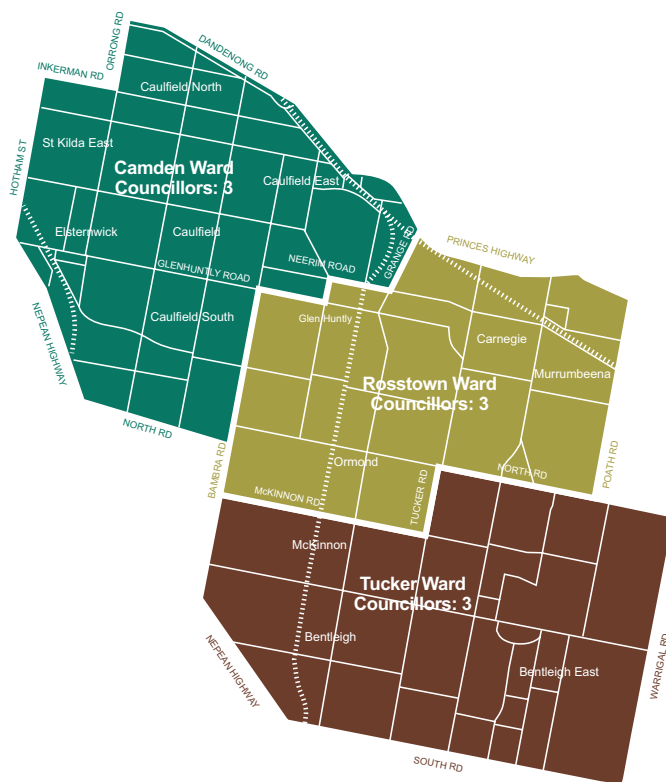
Council, with an increasingly diverse community, treats all people with respect and dignity, providing equal access for all to services and resources. Council operates to identify gaps and lift standards not currently being met by other community providers or levels of government, within the constraints of its limited resources.

## A CITY AND ITS PEOPLE

The City of Glen Eira is located in Melbourne's south-east suburbs, approximately 10 kilometres from Melbourne's central business district.

It was created in 1994 following the merger of the former City of Caulfield and the nearby suburbs of Bentleigh, Bentleigh East, McKinnon and parts of Ormond, which were in the former City of Moorabbin.

The City of Glen Eira is 39 square kilometres in area and includes the suburbs of Bentleigh, Bentleigh East, Carnegie, Caulfield, Caulfield East, Caulfield North, Caulfield South, Elsternwick, Gardenvale, Glen Huntly, McKinnon, Murrumbeena, Ormond and part of the suburbs of Brighton East and St Kilda East.



### HISTORY AND HERITAGE

Glen Eira is named from two local landmarks — Glen Eira Road and Glen Eira Mansion. Glen Eira Road is one of the City's main thoroughfares, dating back to the mid-1800s when the then colonial government surveyed the area and made all Crown allotments available for sale. Pioneer pastoralist Henry Ricketson bought the Glen Eira townhouse on Kooyong Road in 1865 and remodelled it into an 18-room mansion. The house subsequently became the site of a hospital before being demolished in 1964. A number of other mansions built during this era have been preserved by the National Trust and are open to the public.

### A CITY AND ITS PEOPLE

Glen Eira is home to 149,012\* people across 54,731\*\* households — representing more than 160 different cultural backgrounds — and is the centre of Melbourne's Jewish community.

\* Source: Australian Bureau of Statistics, *Estimated Resident Population*, 30 June 2017.

\*\*Source: Australian Bureau of Statistics, *Census of Population and Housing* 2016.

### GLEN EIRA'S DIVERSE POPULATION\*

- 36 per cent of residents were born overseas; more than one quarter of residents (28 per cent) were born in a non-English speaking country.
- Other than English, the most common languages spoken at home are Mandarin (5.5 per cent), Greek (3.9 per cent), Russian (3.4 per cent), Hebrew (2.2 per cent) and Hindi (1.3 per cent).
- 35.2 per cent of residents identify as Christian, with the most practised Christian religions being Catholicism, Anglican and Greek Orthodox.
- 31.6 per cent of residents nominated no religion in the 2016 Census.
- 24.2 per cent of residents are non-Christian with the Melbourne average being 13.2 per cent.
- 16.8 per cent of residents identify their religion as Judaism.
- 6,204 residents (4.4 per cent of residents) have a disability requiring daily assistance with life tasks.
- 13,369 (11.6 per cent) residents are carers of the elderly and people with disabilities.
- 20.1 per cent of the population are aged 60 years and over.

\*Source: Australian Bureau of Statistics, *Census of Population and Housing 2016*.

GLEN EIRA'S POPULATION*	CITY OF GLEN EIRA		GREATER MELBOURNE
	Number	%	%
Males	68,140	48.4	49
Females	72,735	51.6	51
Aboriginal and Torres Strait Islander peoples	252	0.2	0.5
Australian citizens	112,175	79.6	79.6
Eligible voters (citizens aged 18+)	85,542	60.7	60.8

\*Source: Australian Bureau of Statistics, *Census of Population and Housing 2016*.

GLEN EIRA'S AGE GROUPS*	CITY OF GLEN EIRA		GREATER MELBOURNE
	Number	%	%
Babies and preschoolers (0 to 4)	8,601	6.1	6.4
Primary schoolers (5 to 11)	12,387	8.8	8.5
Secondary schoolers (12 to 17)	9,428	6.7	6.7
Tertiary education and independence (18 to 24)	12,989	9.2	10
Young workforce (25 to 34)	22,029	15.6	16.3
Parents and homebuilders (35 to 49)	30,334	21.5	21.1
Older workers and pre-retirees (50 to 59)	16,861	12	11.9
Empty-nesters and retirees (60 to 69)	13,326	9.5	9.3
Seniors (70 to 84)	10,689	7.6	7.7
Elderly (85 and over)	4,240	3	2

\*Source: Australian Bureau of Statistics, *Census of Population and Housing 2016*.

### **THE GLEN EIRA WORKFORCE\***

More than 66,000 people living in the City of Glen Eira are employed or looking for work, of whom 59.4 per cent are working full-time; 34.1 per cent part-time; and 6.5 per cent did not state their hours of work or were unemployed and looking for work.

The three most common occupational groups among Glen Eira residents are:

- professionals (21,973 people or 33.3 per cent);
- clerical and administrative workers (10,023 people or 15.2 per cent); and
- managers (9,923 people or 15 per cent).

In combination, these three occupations account for 41,919 people in total or 63.5 per cent of the employed resident population.

In comparison, Greater Melbourne has 24.1 per cent of its population working as professionals; 15.3 per cent as clerical and administrative workers; and 12.5 per cent as managers.

\*Source: Australian Bureau of Statistics, *Census of Population and Housing 2011*.

### **GLEN EIRA'S HOUSEHOLDS**

Due to high housing diversity, Glen Eira houses a range of age groups and life stages. Compared to Melbourne, Glen Eira has a higher proportion of lone-person households, totalling 25 per cent (Melbourne average 22 per cent), and has fewer families with children (both couples and one parent families), totalling 40.9 per cent compared to Melbourne's 43.6 per cent.

The average household size in Glen Eira is 2.49 people\*.

\*Source: Australian Bureau of Statistics, *Census of Population and Housing 2016*.

# OUR ORGANISATION

## MAYOR AND CEO OVERVIEW

Welcome to Council's first online *Annual Report 2016–2017* in which we account for our performance, our achievements and setbacks, our approach to emerging challenges and our stewardship of public monies.

### ACHIEVEMENT AGAINST OUR COMMUNITY PLAN

In 2016–17, Council achieved 83 out of the 103 actions in the *Glen Eira Community Plan 2013–2017*.

#### PUBLIC OPEN SPACE

Public open space continues to be a priority for Council. We acquired a property at 6 Aileen Avenue, Caulfield South, which we hope to convert to a pocket park following community consultation; we completed the redevelopment of the disused reservoir site in Glen Huntly — Booran Reserve — which provides residents with 1.6 hectares of fantastic open space and parkland; Hopetoun Gardens, Elsternwick underwent significant enhancement to its entrance to complement the planting of four mature palm trees. Landscaping works along the façade of the Gardens include a new entrance wall, new garden beds, seating, signage and new pavers along the Glenhuntly Road walkway.

We consulted the community on two landscape concepts for an area of Joyce Park in Ormond. The new open space will be created by the inclusion of the eastern bowling green — previously part of the Glen Eira McKinnon Bowls Club.

See *Booran Reserve — an open space for all* page 27.

See *Hopetoun Gardens makeover honours historic cannons* page 28.

#### DEVELOPMENT

Works to remove three of Victoria's worst level crossings — Centre Road, Bentleigh; McKinnon Road, McKinnon; and North Road, Ormond were completed in November 2016.

We were delighted that our advocacy for interim building height controls on commercially zoned land in the Bentleigh and Carnegie shopping strips was approved by the Minister for Planning in May.

We went through a comprehensive engagement process with the community to set the long-term vision for Bentleigh, Carnegie, Elsternwick, East Village and our other activity centres. This has been outlined in our newly created *Activity Centre Housing and Local Economy Strategy*. We continue to improve our service delivery with planning information requests; pre-application advice; extension of time requests; and search and copy requests all now available online.

See *Council advocates during major level crossing works* page 38.

#### GOVERNANCE

Glen Eira's 2016–2020 Council was officially sworn in at a Special Council Meeting on Tuesday 8 November 2016, following the October Council elections. Five new councillors were elected and four former councillors re-elected to represent the Glen Eira community for the next four years. We underwent an organisational restructure to ensure Council is sustainable for the future. The *Glen Eira Council and Community Plan 2017–2021* was adopted by Council, following extensive community consultation. Our engagement process was diverse and co-ordinated through a range of interactions, including face-to-face, online, hard copy, email and telephone.

See *Councillors* page 12.

See *Corporate governance* page 81.

See *Consultation key to Council and Community Plan success* page 33.

#### ADVOCACY

Our request for interim building height controls on commercially zoned land in the Bentleigh and Carnegie shopping strips was approved by Minister for Planning Hon. Richard Wynne. These height controls are binding on all planning permit applicants and Victorian Civil and Administrative Tribunal (VCAT). The approval of the interim height controls now enables Council and the community to create a shared vision for Bentleigh without the threat of inappropriately tall buildings being approved by VCAT.

We secured \$1.5 million in State and Federal Government project funding. Projects funded include:

- Booran Reserve — \$65,000;
- Brady Road Kindergarten and Bentleigh West Kindergarten early learning facility upgrades — \$225,000;
- Duncan Mackinnon Reserve athletic track reconstruction — \$100,000;
- Duncan Mackinnon Reserve netball courts — \$90,000;
- King George Reserve Pavilion female facilities redevelopment — \$90,000; and
- EE Gunn Reserve rehabilitation with warm season grasses — \$653,000.

See *Council advocacy wins interim height decision* page 36.

## SUSTAINABILITY

We continued to implement our solar program across Council-owned sites. Seven buildings were fitted with solar photovoltaic (PV) systems. Council now generates clean electricity in the order of 137,638 Kilowatt hours per year, the equivalent of the power used by approximately 28 average homes in Glen Eira. We are one of 13 metropolitan Melbourne councils participating in landmark contracts for the recycling of food waste and garden waste (organics) from kerbside bin collections. When the new facilities commissioned under the contracts start operating, they will complete a network across Melbourne capable of diverting more than half a million tonnes of food and garden waste away from landfills by 2019. We hope to be able to introduce food waste recycling services for the community in 2018.

See *Glen Eira leading the way with solar* page 31.

See *Council takes action on food waste* page 32.

## COMMUNITY WELLBEING

As part of its *Community Grants Program*, Council provided \$437,063 to 142 local not-for-profit community groups and organisations to encourage community strengthening and inclusion. We accommodated 264 teams playing community sport and delivered 92,222 hours of in-home support to more than 3,000 elderly, frail or disabled residents. There are no waiting lists for kindergarten, child care or home care within Glen Eira. *StoryTime* and *BabyTime* sessions held at Glen Eira Libraries and Learning Centres were attended by 61,869 children and parents. Glen Eira Sports and Aquatic Centre (GESAC) hosted 1.5 million visitors. Of the 15,500 members at GESAC, 52 per cent are female.

## COMMUNITY FACILITIES AND ASSETS

We invested \$35 million in community infrastructure and community facilities. We completed 96 per cent of the capital budget. The program comprised 76 per cent renewal and upgrade of existing assets, 19 per cent expansion and five per cent new. We opened Booran Reserve in Glen Huntly. We removed 6,690 square metres of graffiti from private property.

## FINANCE AND RISK MANAGEMENT

Our operating result was a surplus of \$29.43 million. This was favourable to budget by \$12.21 million mainly due to:

- higher than anticipated revenue from parking infringements income \$3.2 million;
- higher than budgeted open space fee income \$2.31 million;
- higher than anticipated operating grants due to the early receipt of the 2017–18 payment from the Victorian Grants Commission \$1.83 million;
- increased planning fee income of \$1.0 million due to changes in the planning and subdivision fee regulations from October 2016;
- better than budget interest income of \$504,000 and rates and charges \$232,000;
- higher capital grants by \$290,000 due to additional funding; and
- savings in employee costs \$1.68 million and lower depreciation and amortisation \$1.01 million.

Any surplus on operations is allocated to higher levels of capital investment. We continue to achieve above average capital investment, below average operating costs and the second lowest average rates and charges in Melbourne.

## OUR STAFF MEMBERS

As well as being a service provider, we are also one of Glen Eira's largest employers. We continue to invest in development, leadership and wellbeing programs for our staff members. We introduced *Glen Eira Transforming Together* — an internal transformation program centred on adopting innovative ways of thinking, operating and delivering services. We undertook an organisation wide audit and qualitative baseline assessment of our values to ensure they align with our desired culture. Collectively, we decided on five new values — Collaboration, Respect, Service Excellence, Integrity, and Innovation. Forty nine staff members were recognised for the work they have contributed to the organisation above and beyond the normal expectations of their role. Staff turnover was 11.8 per cent. We would like to thank all managers and staff members for continuing to achieve Council's objectives and serve the Glen Eira community.

## SETBACKS

The opening of Booran Reserve was delayed due to a combination of inclement weather (wettest Melbourne weather in a decade), works meeting the quality and OHS standards specified so that the Reserve was fit for purpose, and service authority works to activate power to the site.

Works carried out by the State Government's Level Crossing Removal Authority, to remove three of the worst level crossings — Centre Road Bentleigh; McKinnon Road McKinnon; and North Road, Ormond — had a significant impact on our local shopping strips, especially traders.

We have continued to advocate to the State Government for better use of the underutilised Crown Land at Caulfield Racecourse Reserve. Unfortunately progress has been slower than we would have liked, due to complexities in the legislative processes associated with the dissolution of the Trust and the establishment of a new governing body. We continue to hold the Government to account for ensuring that this valuable community asset is opened up for community use at the earliest opportunity.

See Booran Reserve — an open space for all page 27.

See Booran Reserve — where environmental and sustainable features shine page 30.

See Council continues advocacy for better use of Crown Land page 37.

See Council advocates during major level crossing works page 38.

## KEY CHALLENGES

We considered what continuing role to play in the provision of disability services once the Commonwealth *National Disability Insurance Scheme (NDIS)* rolls out in Glen Eira in April 2018. The NDIS is a significant change to the disability services landscape and under the new provisions; it is not going to be feasible for Council to register directly as a provider under *NDIS*.

Many sports clubs in Glen Eira are at capacity and are requesting to increase the number of teams. Council was able to accommodate all additional requests by existing clubs by increasing sportsground maintenance. We cannot accommodate requests from new clubs or introduce new sports whilst the number of grounds remains the same. We receive approximately 15 extra requests per year for sportsground usage from new clubs.

## FUTURE OUTLOOK

2017–18 is already shaping up to be a big year for Glen Eira City Council. Not only will we deliver the priorities outlined in our *Council and Community Plan 2017–2021*, we will also continue to work with and engage with the community through consultation to achieve the best outcomes for the Glen Eira community. Improving our service offering through digital transformation and gaining insight into customer experience, will continue to be a large focus of our internal transformation program.



**CR MARY DELAHUNTY**  
**MAYOR**



**REBECCA MCKENZIE**  
**CHIEF EXECUTIVE**  
**OFFICER**

## COUNCILLORS

The City of Glen Eira is made up of three wards with three Councillors elected to represent each ward. The following Councillors were elected for a four-year term on Saturday 22 October 2016 and took their Oath of Office at a Special Council Meeting held on Tuesday 8 November 2016.

The Councillors elect a Mayor and Deputy Mayor annually.

The elected Councillors are:

### CAMDEN WARD



#### Cr Mary Delahunty

##### Mayor 2017

Cr Delahunty was first elected to Glen Eira City Council in 2012. She is serving her second term as a Councillor and is Mayor of Glen Eira for 2017.

Cr Delahunty lives with her young family in Elsternwick. Cr Delahunty is an active member of many local sporting and community groups. She likes to keep fit at the gym and plays and umpires netball. She is a General Manager of an industry super fund and is an authority member of the Emergency Services Telecommunication Authority. Cr Delahunty is a 2015 Churchill Fellow.

Cr Delahunty believes the City of Glen Eira has a rich cultural history and a bright future. She is passionate about open space and community participation in government decisions.

Cr Delahunty wants to ensure that people feel connected and that Local Government is a strong, effective service provider.

Cr Delahunty has a Diploma Financial Services (Financial Planning), Masters of Applied Finance (Corporate Advisory) (Kaplan University)

Mobile: 0427 970 879

Email: [mdelahunty@gleneira.vic.gov.au](mailto:mdelahunty@gleneira.vic.gov.au)



#### Cr Joel Silver

Cr Silver lives in Elsternwick, having been a lifelong resident of Glen Eira and. For most of that time, his family have been traders on Glen Eira Road. Cr Silver was called to the Victorian Bar in May 2014 and practices predominately in commercial law (focusing on building and construction disputes). Cr Silver has used these skills in several community organisations including Peninsula Community Legal Centre in Bentleigh where he worked as a volunteer lawyer, and the Law Institute of Victoria where he served as Young Lawyers President. Outside his work, Cr Silver enjoys reading up on Australian history, walking his dog Gilly, and spending most (if not all) of his Council allowance on finding Glen Eira's best coffee shop.

Engaging with the community is Cr Silver's priority on Council and he encourages residents to be in touch with him, on any matter.

Cr Silver has a Bachelor of Laws (Honours) (The University of Melbourne), Graduate Diploma in Legal Practice (Leo Cussen Centre for Law)

Mobile: 0499 357 262

Email: [jsilver@gleneira.vic.gov.au](mailto:jsilver@gleneira.vic.gov.au)



#### Cr Dan Sztrajt

Cr Sztrajt and his young family live in Caulfield with where he has been a resident for more than 30 years.

Since the age of 16, Cr Sztrajt has been volunteering in Glen Eira across a wide range of roles. These include five years with a locally-based youth movement, seven years with the Jewish Community Council of Victoria and continuous involvement with countless charities and educational initiatives.

Cr Sztrajt is an Assistant Principal of one of Melbourne's top performing K-12 schools. He is passionate about education and youth empowerment. In addition to his leadership role, he teaches the VCE subject, Global Politics.

Cr Sztrajt believes that Glen Eira City Council has a pivotal role to play in the development and support of our grassroots community organisations, youth movements and sporting clubs. He takes pride in supporting those in our community who are committed to enacting positive change through their volunteerism.

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Email: [dsztrajt@gleneira.vic.gov.au](mailto:dsztrajt@gleneira.vic.gov.au)

## ROSSTOWN WARD



### Cr Margaret Esakoff

Cr Esakoff is a long-time resident of Glen Eira. She was educated in Rosstown Ward and has lived there almost all of her adult life. She is married with two children and three grandchildren.

Cr Esakoff has experience in business administration — having run a small business with her husband — as well as working in the publishing, advertising and radio/television industries.

Cr Esakoff is serving her fifth term on Council, and served as Mayor in 2005, 2007 and 2011, and Deputy Mayor in 2008 and 2010. She now devotes her time to Council apart from voluntary work and committee positions held in the local community, including vice-presidency of the Management Committee of Community Information Glen Eira and membership on the Ethics Committee for Calvary Health Care Bethlehem.

Cr Esakoff is committed to improving residents' quality of life, believes in strong community involvement and takes a keen interest in all community issues.

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Email: [mesakoff@gleneira.vic.gov.au](mailto:mesakoff@gleneira.vic.gov.au)



### Cr Clare Davey

Her desire to play a larger role in her local community was one of the reasons why Glen Huntly resident, Clare Davey decided to run for Council.

One of the five new faces on the elected Council, Cr Davey has worked in Local Government as a traffic and transport engineer for more than five years.

Cr Davey grew up just across the border in Bayside and has spent six of the last eight years living in the City of Glen Eira.

When Cr Davey is not working as a traffic and transport engineer, she can be seen pounding the pavement — she loves running on the Rosstown Rail Trail or at Princes or Caulfield Parks and hopes to complete both her second and third half marathon this year.

Cr Davey enjoys running, visiting her local cafes and taking her three nieces to local parks, galleries and hiking.

Ensuring people can live the 20 minute city lifestyle is one of the issues Cr Davey is most passionate about.

During her first term on Council, Cr Davey has aimed to improve local shopping centres and make them easier for residents to access.

Cr Davey has a Bachelor of Environmental Engineering (Honours) (Monash University)

Master of Traffic (Monash University)

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Email: [cdavey@gleneira.vic.gov.au](mailto:cdavey@gleneira.vic.gov.au)



### Cr Tony Athanasopoulos

Cr Athanasopoulos was born of two migrant parents from Greece and Italy. They both worked hard to give their three boys the life they envied, and always taught the importance of service. Cr Athanasopoulos now resides and runs a family business in Carnegie with the drive instilled by his parents. He has a partner Katherine who is also his business partner and they both share a position on the Chrisalis Foundation board, a not-for-profit foundation supporting young people with disabilities.

Cr Athanasopoulos imagines a world where people inspire others to achieve their best, and where we nurture one another to achieve excellence. Cr Athanasopoulos wishes to use his vision of the world to establish new foundations for the municipal district of Glen Eira.

Cr Athanasopoulos has attended Head Masters Academy and the TMG College — The Malka Group College

Mobile: 0466 372 816

Email: [tathanasopoulos@gleneira.vic.gov.au](mailto:tathanasopoulos@gleneira.vic.gov.au)

## TUCKER WARD



### Cr Jamie Hyams

A long-time resident of Glen Eira with a keen interest in sport and recreation, Cr Hyams is serving his fourth term on Council and was Mayor in 2012 and 2013 and Deputy Mayor in 2011. Formerly a solicitor and executive director of a community sporting body, he is now a senior policy analyst at a not-for-profit public affairs organisation.

Until 2011, Cr Hyams was President of the City of Moorabbin Historical Society, having served an eight-year term. He is on the Committee of Management of the Glen Eira Adult Learning Centre and has been a cricket club president, Bendigo Bank committee member, Neighbourhood Watch Area Secretary and Residents' Association Vice-President. Cr Hyams believes it is vital to remember that Council is there to serve the community.

BA, LLB, (Monash University)

Mobile: 0427 319 018

Email: [jhyams@gleneira.vic.gov.au](mailto:jhyams@gleneira.vic.gov.au)



### Cr Jim Magee

#### Deputy Mayor 2017

Cr Magee emigrated from Belfast, Northern Ireland in 1970. He is married with two boys and has lived in Bentleigh East since 1988. Cr Magee's weekdays involve work and Council commitments and on weekends he is a keen bowler with the Coatesville Bowls Club. Cr Magee served as Mayor in 2015.

Mobile: 0427 338 327

Email: [jmagee@gleneira.vic.gov.au](mailto:jmagee@gleneira.vic.gov.au)



### Cr Nina Taylor

Cr Taylor is trilingual, a lawyer and works for a not-for-profit organisation as part of a long-term commitment to meaningful community engagement.

Cr Taylor's charitable activities have included providing phone-line legal advice at the Women's Legal Service to members of the community experiencing domestic violence.

Cr Taylor also has extensive private industry experience involving the promotion of treatment options for chronic disease (diabetes) to medical and allied healthcare professionals working in rural and urban hospitals/clinics and community healthcare centres.

Cr Taylor is passionate about supporting healthy lifestyles in the community, including a broad range of sporting activities for people of all ages. In addition, Cr Taylor has management experience in the promotion of disability services and advocates for an inclusive and supportive community. As a qualified teacher, other priorities for Cr Taylor are equitable access to high quality education, preschool and child care. Cr Taylor's own commitments are to minimise carbon output involving a focus on public transport usage, energy efficiency and sustainable gardening practices.

Mobile: 0466 372 809

Email: [NTaylor@gleneira.vic.gov.au](mailto:NTaylor@gleneira.vic.gov.au)

## COUNCILLOR ATTENDANCE AT COUNCIL MEETINGS

COUNCILLOR	ORDINARY MEETINGS	SPECIAL MEETINGS	TERM OF OFFICE
Number of meetings attended by each Councillor and number of meetings held (shown in brackets)			
Cr Tony Athanasopoulos	10 (10)	3 (4)	22 October 2016–30 June 2017
Cr Clare Davey	9 (10)	4 (4)	22 October 2016–30 June 2017
Cr Mary Delahunty	15 (15)	4 (5)	1 July 2016–30 June 2017
Cr Margaret Esakoff	15 (15)	5 (5)	1 July 2016–30 June 2017
Cr Jamie Hyams	15 (15)	5 (5)	1 July 2016–30 June 2017
Cr Joel Silver	9 (10)	4 (4)	22 October 2016–30 June 2017
Cr Dan Sztrajt	8 (10)	4 (4)	22 October 2016–30 June 2017
Cr Jim Magee	13 (15)	5 (5)	1 July 2016–30 June 2017
Cr Nina Taylor	9 (10)	4 (4)	22 October 2016–30 June 2017
Cr Kelvin Ho	5 (5)	1 (1)	1 July 2016–22 October 2016
Cr Michael Lipshutz	5 (5)	1 (1)	1 July 2016–22 October 2016
Cr Oscar Lobo	4 (5)	0 (1)	1 July 2016–22 October 2016
Cr Neil Pilling	5 (5)	1 (1)	1 July 2016–22 October 2016
Cr Thomas Souness	5 (5)	1 (1)	1 July 2016–22 October 2016

## ELECTION OF MAYOR AND DEPUTY MAYOR

Glen Eira's Mayor and Deputy Mayor are elected for a one-year term. Councillor Mary Delahunty was elected Mayor and Councillor Jim Magee was elected Deputy Mayor on 8 November 2016 at a Special Meeting of Council.

Although the Mayor has no more authority than other Councillors, the position is a significant one as a community leader and Council spokesperson. The Mayor also performs an important leadership, social and ceremonial function and is Chair of all Council Meetings.

## COUNCILLORS' CODE OF CONDUCT

On 14 February 2017, Council adopted a revised *Code of Conduct*.

The purpose of the *Code* is to assist Councillors in meeting their responsibilities by setting standards of conduct to ensure the conduct of Councillors is legal, ethical and appropriate at all times.

The *Code* specifies that, as the performance of the Council and the wellbeing of the Glen Eira community are directly affected by the conduct of the City's elected representatives, the community is entitled to expect that:

- The business of the Council is conducted with efficiency, impartiality and integrity.
- Councillors obey the spirit and letter of the law in particular, the provisions of relevant statutes, regulations, local laws and instruments.
- Responsibility to the community is always to be given absolute priority over the private interests of Councillors.

All Councillors sign a written agreement to abide by the *Code of Conduct* when they take the oath of office at the start of their term and each time a review of the *Code of Conduct* is undertaken.

## COUNCILLORS' REMUNERATION AND SUPPORT

Councils may set annual allowances for their Mayor and Councillors according to their predetermined category, based on criteria such as each council's individual size and revenue base. Following a review by the Minister, Glen Eira became a 'Category 3' Council in November 2008. Councillor allowances have been reviewed in accordance with the Act and the current allowances are \$29,630 plus 9.5 per cent superannuation contribution for Councillors and \$94,641 plus 9.5 per cent superannuation contribution for the Mayor. Allowances are fully taxable.

The Mayor and Councillors are supported by a secretariat, which processes requests and correspondence from members of the community, co-ordinates Council meetings and supports Mayoral and other civic functions.

All Councillors are provided with a mobile phone, a photocopier, printer and a desktop computer, tablet or iPad.

They can also make use of the Councillors' office facilities at Glen Eira Town Hall, which contains office equipment and a basic library, holding a range of Council and related publications. The Mayor also receives use of an office, computer and telephone at Town Hall. Use of facilities is governed by *Council's Civic Support and Expenses Policy*.

## COUNCILLOR EXPENSES

In accordance with Section 75 of the *Local Government Act 1989*, Council is required to reimburse a Councillor for expenses incurred while performing their duties as a Councillor. Council is also required to adopt and maintain a policy in relation to the reimbursement of expenses for Councillors. The policy is to provide guidance for the types of reasonable expenses that must be reimbursed, in addition to the provision of resources and support available to the Mayor and Councillors to enable them to fulfil their duties.

Council also publishes in its *Annual Report* the details of the expenses, including reimbursement of expenses for each Councillor and member of a Council committee, paid by the Council.

The details of the expenses, including reimbursement of expenses for each Councillor and member of a Council committee paid by the Council for the 2016–17 year, are set out in the following table:

**SCHEDULE OF COUNCILLOR ALLOWANCES AND EXPENSES, 1 JULY 2016–30 JUNE 2017**

COUNCILLOR	COUNCILLOR ALLOWANCES	CONFERENCES, FUNCTIONS AND TRAINING	TRAVEL — LOCAL	COMMUNICATION	FUNCTIONS EXTERNAL TO TOWN HALL	CARER EXPENSES	TOTAL EXPENSES
Cr Tony Athanasopoulos	\$20,948	\$158	-	\$1,659	\$45	-	\$22,810
Cr Clare Davey	\$20,948	-	-	\$1,594	-	-	\$22,542
Cr Mary Delahunty Mayor 2017	\$76,697	-	-	\$1,933	\$109	\$3,659	\$82,398
Cr Margaret Esakoff	\$30,733	-	\$86	\$894	\$45	-	\$31,758
Cr Jamie Hyams	\$30,733	-	-	\$952	\$45	-	\$31,730
Cr Joel Silver	\$20,948	-	-	\$2,555	-	-	\$23,503
Cr Dan Sztrajt	\$20,948	-	-	\$1,606	-	-	\$22,554
Cr Jim Magee Deputy Mayor 2017	\$30,733	-	-	\$2,236	-	-	\$32,969
Cr Nina Taylor	\$20,948	\$458	-	\$1,471	\$45	-	\$22,922
Cr Kelvin Ho	\$9,785	-	-	\$202	-	-	\$9,987
Cr Michael Lipshutz	\$9,785	-	-	\$262	-	-	\$10,047
Cr Oscar Lobo	\$9,785	\$70	\$40	\$700	-	-	\$10,595
Cr Neil Pilling Mayor 2016	\$31,256	-	\$646	\$116	\$123	-	\$32,141
Cr Thomas Sounness Deputy Mayor 2016	\$9,785	\$250	-	\$172	-	-	\$10,207
<b>Category total</b>	<b>\$344,032</b>	<b>\$936</b>	<b>\$772</b>	<b>\$16,352</b>	<b>\$412</b>	<b>\$3,659</b>	<b>\$366,163</b>

**Expenses**
**1. Conferences, seminars, training and development**

Councillors are encouraged to attend conferences and seminars in order to enhance their personal skills and knowledge to better perform their role. This category covers registration fees associated with attendance by Councillors at local conferences, functions, seminars and one-off or short-term training courses. These are normally held by Local Government related organisations and other professional bodies and institutions, on areas and events which impact on the role of Councillors and the City of Glen Eira in general. Any conference, seminar, function or training event where the cost is likely to exceed \$750 requires approval by Council resolution.

**2. Transport costs**

This category covers costs associated with assisting Councillors in meeting the transport costs incurred in attending meetings, functions and other commitments within and outside the municipality. This comprises use of taxi services, reimbursement for use of a private vehicle while conducting Council business, car parking fees, and the provision of car parking permits, as described in the *Councillor Civic Support and Expense Policy*.

**3. Communication**

This category covers communication costs associated with ensuring that Councillors are accessible and are able to communicate with constituents, stakeholders, other Councillors and Council officers while conducting Council business. This category comprises costs associated with use of mobile phones, home phones, desktop computers, tablets or iPads.

#### 4. Functions external to Town Hall

In some cases, Councillors may attend community functions/events external to Town Hall. In doing so, Councillors may seek reimbursement for expenses incurred. These expenses comprise costs associated with the provision of meals and refreshments reasonable to the nature of Council business being conducted.

#### 5. Carer expenses

The Council will reimburse reasonable expenses for child care and carers necessary for Councillors to carry out their duties, including attendance at Council meetings, briefing sessions, meetings with community groups, organisations and inspection of properties necessary in performing the duties of a Councillor.

## COUNCILLOR MEMBERSHIP OF COMMITTEES

### COUNCIL COMMITTEES

Council operates several committees that either make decisions under delegation from Council (special committees) or provide advice and make recommendations to Council on specific issues (advisory committees). Council is also represented on numerous external bodies that serve the Glen Eira community. Councillor membership on committees is reviewed regularly. In 2016–17, the following committees and representations were in place:

### ADVISORY COMMITTEES

#### Arts and Culture Advisory Committee (new membership as of 7 February 2017)

Role: to provide recommendations to Council for Arts and Culture programs.

Current composition: Cr Margaret Esakoff, Cr Mary Delahunty and Cr Jamie Hyams

Number of meetings held during 2016–17: 2.

#### Audit Committee (new membership as of 15 November 2016)

Role: to report to Council and provide appropriate advice and recommendations on matters relevant to its *Charter* in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

Current composition: Cr Jim Magee (November 2016–June 2017), Cr Tony Athanasopoulos (November 2016–June 2017)

Independent representatives: David Gibbs (Chair), Dr Craig Nisbet and Lisa Woolmer.

Number of meetings held during 2016–17: 4.

#### CEO Employment Matters Committee (membership as of 7 February 2017)

Role: to make recommendations to the Glen Eira City Council on contractual matters, appointment, remuneration, conditions or extension of appointment relating to the CEO or person to act as the CEO. The Committee will also conduct performance reviews of the CEO.

Current composition: Cr Mary Delahunty, Cr Jim Magee, Cr Joel Silver

Number of meetings held during 2016–17: 2.

#### Citizen of the Year Advisory Committee (new membership as of 15 November 2016)

Role: to make recommendations to Council for recipients of the *Glen Eira Citizen of the Year*, *Young Citizen of the Year* and *Community Group of the Year*.

Current Composition: Cr Jamie Hyams, Cr Clare Davey, Cr Joel Silver

Independent representatives (appointed by Council on 10 October 2016): Nancy Duckmanton, Glen Eira's *Citizen of the Year* 2016 and Our Lady of the Sacred Heart College Bentleigh Principal Anne O'Loughlin.

Number of meetings held during 2016–17: 1.

### **Community Consultation Advisory Committee (new membership as of 7 February 2017)**

Role: to make recommendations in relation to the way Council consults with residents, ratepayers and other stakeholders in the community, to ensure maximum participation, communication and value to the community.

Current composition: Cr Tony Athanasopoulos, Cr Dan Sztrajt, Cr Jamie Hyams

Independent representatives: Iris Levin, Elizabeth Orlov, Megan Dunckley, Ann Van Leerdam

Number of meetings held during 2016–17: 3.

### **Community Grants Advisory Committee (new membership as of 20 December 2016)**

Role: to support and assist not-for-profit community-based groups to meet identified community priorities and to strengthen the Glen Eira community. The committee also makes recommendations to Council in relation to the suitability and distribution of community grant funding with respect to the applications and agreements.

Current composition: Cr Dan Sztrajt, Cr Tony Athanasopoulos, Cr Nina Taylor

Number of meetings held during 2016–17: 5.

### **Local Laws Advisory Committee**

Role: to provide a forum for investigation and recommendations to Council concerning current and potential local laws and associated issues.

Current composition: Councillors to be appointed in 2018, when the next review of the Local Law occurs.

Number of meetings held during 2016–17: Nil.

### **Recreation and Leisure Advisory Committee (previously the Sport and Recreation Advisory Committee. New membership as of 7 February 2017)**

Role: to provide advice and make recommendations to Council in relation to open space, recreation and leisure activities including review and consideration of current and future community needs for recreation and leisure facilities, open space and unstructured recreation. The committee will provide responses to strategic opportunities and review the policy and strategy.

Current composition: Cr Joel Silver, Cr Nina Taylor, Cr Jamie Hyams, Cr Tony Athanasopoulos

Number of meetings held during 2016–17: 1.

### **Strategic Transport Advisory Committee (previously Transport Advisory Committee. New membership as of 7 February 2017)**

Role: to provide advice and make recommendations to Council in relation to strategic transport planning, including the development of an *Integrated Transport Strategy*, understanding of emerging transport initiatives, consideration of urban design initiatives, advice on significant State Government projects, advice on Council's advocacy and recommendations on policy issues where appropriate.

Current Composition: Cr Tony Athanasopoulos, Cr Clare Davey, Cr Jim Magee

Independent representatives: Marcus Burke, Cathy McNaughton, Jenna Fivelman and Joshua Stewart

Number of meetings held during 2016–17: 1.

### **Sustainability Advisory Committee (previously the Environment Advisory Committee. New membership as of 7 February 2017)**

Role: to make recommendations to Council in relation to environmental sustainability including advocacy on behalf of the community on sustainability issues, response to strategic Council and/or sector issues and opportunities, and policy development.

Current composition: Cr Nina Taylor, Cr Clare Davey, Cr Mary Delahunty

Independent representatives: Julian Donlen (appointed by Council on 5 April 2016), Shane Genziuk (appointed by Council on 5 April 2016), Yann Decourt (appointed by Council on 5 April 2016), Phil Thompson (appointed by Council on 12 April 2015)

Number of meetings held during 2016–17: 1.

## **OTHER COMMITTEES WITH COUNCILLOR REPRESENTATIVES**

### **Municipal Association of Victoria**

Delegate: Cr Margaret Esakoff.

Substitute: Cr Nina Taylor

### **Metropolitan Transport Forum**

Representative: Cr Tony Athanasopoulos

Substitute: Cr Joel Silver

### **Metropolitan Local Government Waste Forum**

Delegate: Cr Joel Silver

### **Caulfield Racecourse Reserve Trustees**

Trustees: Cr Margaret Esakoff, Cr Jamie Hyams and Cr Michael Lipshutz (appointed by the Governor in Council and with the recommendation of the Minister for Crown Lands).

Cr Margaret Esakoff, Cr Jamie Hyams and Cr Michael Lipshutz resigned as trustees in October 2017.

No Councillors were nominated to the Trust following the 2016 Local Government election pending advice from the Victorian Minister for Energy, Environment and Climate Change and Minister for Suburban Development regarding her intention to introduce revised Trust arrangements as an outcome of the 2016 *Bi-partisan working group report of the Caulfield Racecourse Reserve*.

## THE EXECUTIVE

The CEO leads an Executive team which includes four Directors. The team plans, co-ordinates and monitors the progress of Council's goals and strategic direction and manages day-to-day business activities.

The Directors are accountable to the CEO for effective and efficient management of their portfolios and the collective delivery of Council's internal transformation program delivery and the *Glen Eira Council and Community Plan*.

### CHIEF EXECUTIVE OFFICER

#### Rebecca McKenzie

Commenced position in February 2016

Rebecca is an accomplished leader with a successful career at executive level across three countries and three sectors. Before joining Glen Eira City Council, Rebecca's roles included CEO at Mitchell Shire Council in Melbourne's north and Director of Corporate Services for Yarra Ranges Council. During an eight-year stint abroad, Rebecca held director level roles in human resource management at Swindon Borough Council in the United Kingdom (UK) and at the National University of Ireland in Dublin. Her early career was spent in various roles with the Queensland State Government. Rebecca is also President of Local Government Professionals Victoria.

Rebecca has a Bachelor of Arts (Griffith University), Graduate Certificate in Business Administration (Griffith University), Master of Science (Sheffield Hallam University UK), Graduate (Australian Institute of Company Directors)



### DIRECTOR INFRASTRUCTURE, ENVIRONMENT AND LEISURE

#### Samantha Krull

Commenced position in May 2016

Samantha commenced working in the Local Government sector in 2007 and has worked in both metropolitan and growth councils. She also has 15 years' experience in the private sector as a professional consulting structural engineer and project manager, in Australia, South Africa and Hong Kong.

Samantha has experience in leading multi-disciplinary teams to sustainably plan and deliver community infrastructure projects and programs in Local Government. In 2015, she received the Institute of Public Works Engineers Victorian Sector Practitioner/Engineer of the Year Award.

Samantha has a Bachelor of Science (Engineering) (Hons), Graduate Diploma in Engineering



### DIRECTOR CORPORATE SERVICES

#### Peter Swabey

Commenced position in July 2016

Peter has more than 20 years' experience in senior finance and company secretarial roles across a range of industries including Local Government, banking and finance and legal services. Peter has extensive experience in financial management, treasury, payroll, accounting system implementations and external financial reporting requirements. Peter was Chief Financial Officer from 2004–2016.

Peter has a Bachelor of Business (Accounting) (Monash University), CPA



### DIRECTOR PLANNING AND PLACE

#### Ron Torres

Commenced position in 2015

Ron joined Council in 1996. He has more than 20 years' experience in town planning in both inner-city and middle-ring municipalities.

He has held a range of management roles and has extensive experience in statutory and strategic town planning, VCAT and planning panels. He has also successfully delivered a range of transport planning, sustainable development, animal management and economic development programs, each with a goal of safeguarding and developing community amenity and wellbeing.

Ron has a Bachelor of Planning and Design (The University of Melbourne)



### DIRECTOR COMMUNITY WELLBEING

#### Peter Jones

Commenced position in 2003

Peter joined Council in July 2001 as Human Resources Manager. His career has spanned human resources, education and community services. He has extensive experience in community services, in both the not-for-profit and public sector, and has held a range of human services management roles in the areas of children's services, youth services and community development.

Peter has a Bachelor of Social Work (Hons), Master of Business Administration (Monash University)



# ORGANISATIONAL STRUCTURE

## ORGANISATIONAL CHART

As at 30 June 2017



**WORKFORCE BY AGE, GENDER AND CONTRACT 2016–17\***

	PERMANENT FULL-TIME		PERMANENT PART-TIME		CASUAL		TOTAL
Age	Female	Male	Female	Male	Female	Male	
< 30	19	14	17	5	157	96	<b>308</b>
30–50	88	90	133	21	128	50	<b>510</b>
>50	91	106	219	58	92	49	<b>615</b>
<b>Total</b>	<b>198</b>	<b>210</b>	<b>369</b>	<b>84</b>	<b>377</b>	<b>195</b>	<b>1,433</b>

\*Data on temporary staff unavailable.

**E.F.T. WORKFORCE BY CONTRACT, GENDER AND DIVISION 2016–17**

	CASUAL FEMALE		PERMANENT PART-TIME FEMALE		PERMANENT FULL-TIME FEMALE		CASUAL MALE		PERMANENT PART-TIME MALE		PERMANENT FULL-TIME MALE		TOTAL	
Division	Count	E.F.T.	Count	E.F.T.	Count	E.F.T.	Count	E.F.T.	Count	E.F.T.	Count	E.F.T.	Count	E.F.T.
Community Wellbeing	163	26.23	319	183.68	93	92.05	32	5.39	54	28.28	15	14.68	676	350.32
Corporate Services	11	4.78	10	6.16	30	29.00	11	5.93	2	1.38	24	24.00	87	72.25
Executive					2								2	2.00
Infrastructure, Environment and Leisure	191	27.90	10	6.07	36	36.00	126	24.12	3	2.58	130	130.00	496	226.67
Innovation and Continuous improvement					2	2.00					3	3.00	5	5.00
People and Culture			4	2.45	5	5.00			1	0.80	3	3.00	13	11.25
Planning and Place	12	1.50	26	8.49	30	30.00	26	3.11	24	4.48	35	35.00	153	82.58
<b>Total</b>	<b>377</b>	<b>60.41</b>	<b>369</b>	<b>206.85</b>	<b>198</b>	<b>197.05</b>	<b>195</b>	<b>38.55</b>	<b>84</b>	<b>37.52</b>	<b>210</b>	<b>209.68</b>	<b>1433</b>	<b>750.07</b>

## DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Council values diversity and therefore does not tolerate any form of discrimination in the workplace. There are a number of equal opportunity policies and procedures in place, including anti-discrimination, which are widely communicated to all employees.

Council has a well-established *Equal Employment Opportunity Program*, which includes online and face-to-face training and a contact network. As part of the *Program*, Council delivers extensive training and resources with the aim that existing and prospective staff are not subjected to discrimination in the workplace. The *Program* ensures Council decisions and policies promote equal employment opportunity in the workplace and that Council complies with federal and state legislation in relation to equal opportunity employment, in particular the:

— *Equal Opportunity Act 2010 (Vic)*;

— *Racial and Religious Tolerance Act 2001 (Vic)*; and

— *Victorian Charter of Human Rights and Responsibilities Act 2006*.

We further ensure that employees receive information and either online or face-to-face training relating to equal opportunity expectations at induction and throughout their employment with Council. Specifically, these relate to harassment, discrimination, vilification, bullying, and occupational violence.

As part of its commitment to equal opportunity, Council appoints and trains designated equal employment opportunity officers to provide confidential assistance and support to staff members who believe they may be affected by discrimination or harassment in the workplace. In the event a complaint arises, we ensure that such matters are dealt with promptly and confidentially through internal investigation processes.

In 2016–17, no discrimination matters were raised by Council staff with any external bodies.

# THE YEAR AT A GLANCE

## COUNCIL STATISTICS

**SERVICE CENTRE ENQUIRIES** 376,924

**LIBRARY LOANS** 1,357,495

**35,350 PEOPLE CAME TO COUNCILS OUTDOOR COMMUNITY EVENTS**

**PARTICIPANTS IN YOUTH SERVICES PROGRAMS** 6,538

**MATERNAL AND CHILD HEALTH KEY AGES AND STAGES VISITS** 16,476

**IMMUNISATIONS** 11,575

**MEALS DELIVERED** 43,393

**GLEN EIRA SPORTS AND AQUATIC CENTRE ANNUAL VISITS** 1.5 MILLION

**NEW DWELLINGS APPROVED** 1,997

**STREET TREES PLANTED** 2,090

**TOTAL WASTE RECYCLED** 45.3% (13,225 TONNES)

## SERVICE DELIVERY

SERVICES THAT COUNCIL DELIVERS FOR EVERY \$100 OF RATES AND CHARGES REVENUE (2016–2017):

**CAPITAL WORKS PROGRAM** \$33.03

**PARKS AND RECREATION** \$16.44

**RECYCLING AND WASTE** \$12.99

**URBAN MAINTENANCE** \$11.90

**SERVICES FOR FAMILIES AND THE COMMUNITY** \$7.32

**SERVICES FOR THE AGED** \$5.80

**LIBRARIES** \$4.76

**PLANNING FOR GROWTH AND THE FUTURE** \$4.14

**COMMUNITY SAFETY** \$2.26

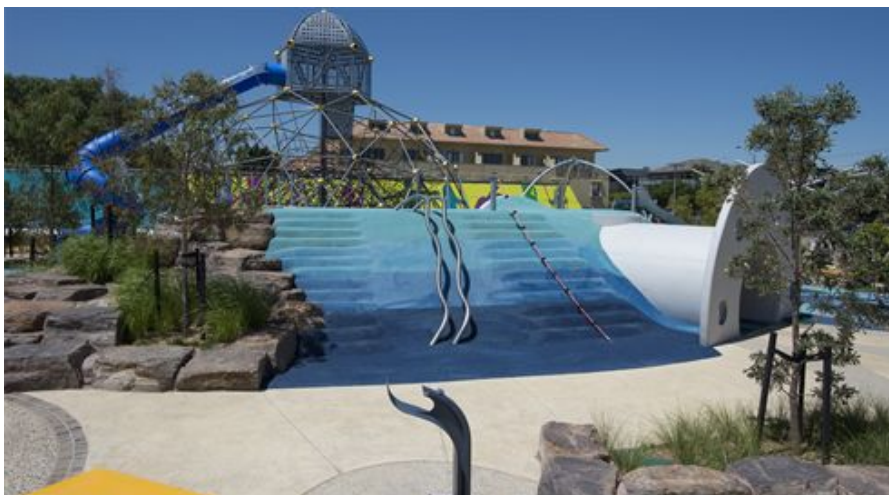
**CULTURAL SERVICES** \$1.36

Please note: figures include internal revenue and expense allocations and are calculated net of direct income items such as grants and fees and charges (excluding waste management).



# MAJOR INITIATIVES

## MAJOR PROJECTS



### Booran Reserve — an open space for all

Glen Eira's newest outdoor space, Booran Reserve, was officially opened in April 2017 and boasts 1.6 hectares of open space for people of all ages and abilities to enjoy.

Booran Reserve features picnic areas, open grassed and shaded seating areas, surrounded by a range of native and exotic trees and plantings that will change with the seasons.

Council took over management of the site, formerly known as Glen Huntly Reservoir, in 2008 and we worked hard for almost 10 years to transform this disused reservoir into an outstanding open space.

Major construction contracts were awarded in May 2016 and successful completion of the project was made possible by partnership with the Victorian Government and assistance of \$128K from Melbourne Water.

We are proud of many important features in the Reserve including art panels along the retained sections of the reservoir wall, which tell the story of water, the water connection to indigenous peoples and the context of the reservoir development in Melbourne's water network.

The always-popular 'play' spaces provide a range of stimulating experiences and environments for all ages and abilities, including the double dome climbing net, water elements, climbing ropes, a double flying fox and swings.

The entire Reserve is an amazing asset for our community and a huge drawcard to the municipality.

See *Mayor and CEO overview* page 9.



## Hopetoun Gardens makeover honours historic cannons

In January 2017 we were pleased to complete refurbishment works to the entry of Hopetoun Gardens in Elsternwick.

Work began in September 2016 at this historical community site, which is home to mid-19th Century cannons.

The cannons, purchased by the Victorian Government in 1866 from the British Royal Arsenal, are two of only 25 made and were first placed in the Gardens in 1910. They were temporarily removed for major restoration works in 2013 before being reinstated in 2015 in time for 150th anniversary celebrations.

Works to the entry included the planting of four mature palm trees — which fittingly honour the significance of the historic cannons — as well as additional landscaping along the facade of the Gardens, new garden beds, seating, signage and a new entrance wall and updated paving.



## Marara Road Reserve enhances open space for our community

One of our priorities at Glen Eira City Council is to provide adequate outdoor space for current and future generations of our community.

Council's *Open Space Strategy*, implemented in 2014, recommended landscape inclusion and enhancement in many open areas including Marara Road Reserve in Caulfield South.

Stage one of the Reserve upgrade, at the western end between Curraweena and Narrawong Roads, was completed in the 2015–16 financial year and began the process to enhance the Reserve as a more inviting and attractive open space.

The works have created an ideal location for community social gatherings with canopy trees and garden beds which are user-friendly with entries highlighted and pathways realigned to improve movement and safety.

We know this open space will continue to be a much loved location for both regular users and newcomers into the future and stage two will only add to its appeal as a place for the community to meet, play and relax.

Stage two, along the Reserve between Narawong and Booran Roads, is currently underway and should near completion by July 2017.

The continuation of these improvement works will see the installation of new seating and picnic areas, fitness stations and additional trees and shrub plantings to reinforce the natural character of the Reserve.

See *Community Plan Goals — Recreation and open space* page 59.

## MAJOR ENVIRONMENTAL INITIATIVES



### Booran Reserve — where environmental and sustainable features shine

Environmental and sustainable design was a major feature of the recent enhancement works at Booran Reserve.

The works, completed in April 2017, showcase our commitment to environmental and sustainable design across the municipality and further enhance this impressive open space.

A standout feature at the reserve is a 500,000-litre storm water harvesting system, which treats and reuses water for irrigation on lawns and garden beds and for toilet flushing.

Recycling of concrete reservoir walls for base material was also a major feature of this project, with more than 95 per cent of the existing site material reused. This included onsite concrete crushing and screening, and retaining some key structures and elements as heritage features. Our recycling efforts also saved an impressive 70 per cent on demolition and formation costs.

Other major features include LED and low energy lighting used throughout the Reserve and automated systems including energy management, irrigation and lighting control software. Solar power was also installed to offset daytime running of an underground water play plant room, irrigation plant room, two toilet blocks and CCTV.

Our Water Sensitive Urban Design System has been independently modelled and exceeds best practice targets for pollution reduction in total suspended solids, phosphorous, nitrogen and gross pollutants. In addition, reuse of captured water provides up to 64.2 per cent of the annual water demand for the site.

We also worked hard to enhance the natural environment at the Reserve and planted a mix of native and exotic trees and plants to provide contrasting colours throughout the year, while the urban forest corridor now provides an ideal habitat for native birds.



## Glen Eira leading the way with solar

We continued to rollout our solar program across Glen Eira communities in 2016–17 following the major installation of solar photovoltaic (PV) systems at Glen Eira Sports and Aquatic Centre (GESAC), Glen Eira Town Hall and Caulfield Senior Centre in 2015–16.

We are proud to be leading the way with our solar program with GESAC's system among the largest solar power systems on any Local Government building in Australia, boasting an impressive 384 solar panels.

Combined, the solar systems at GESAC and Town Hall generate 232,000-kilowatt hours (per year) of clean electricity, which equates to power used by approximately 50 average homes in Glen Eira.

Seven additional sites had solar panels installed in 2016–17, including Caulfield Park Pavilion in Caulfield; the Youth Information Centre in Bentleigh; both McKinnon and Glen Huntly Maternal and Child Health Centres; DC Bricker Pavilion in Caulfield South; Packer Park Pavilion in Carnegie; and Duncan Mackinnon Pavilion in Murrumbeena.

To date the total capacity of solar systems installed by Council is 382 Kilowatts across 18 buildings and as a result we are anticipating a significant increase in solar energy production and a subsequent decrease in greenhouse gases in 2016–17.

Figures available to us at the time of publication include:

- Greenhouse gas tonnes decrease of 8.8 per cent.
- Solar power generated by Council in 2016–17 was 136,256 Kilowatt hours — a 67 per cent increase.
- The reduction of carbon dioxide emissions equates to eliminating the annual electricity usage of almost 200 average Glen Eira homes.



## Council takes action on food waste

Council is taking decisive action on waste across our communities with plans for a landmark food and garden waste collection program.

We are proud to be the first council in Victoria's south east to introduce a combined food and organic garden waste recycling program at kerbside collection points, which will significantly reduce the amount of household food waste.

The program will incorporate food waste, which makes up nearly half of all household garbage, into our existing fortnightly green waste collection service.

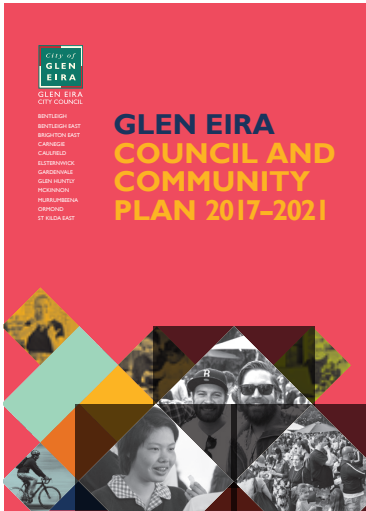
We have been investigating options for the introduction of food waste collection since 2015–16 and planning is now well underway with contracts to be awarded during 2017.

Recycling food waste is an important part of cutting greenhouse gas emissions to a sustainable level and we hope to divert as much as possible of the 30,000 tonnes of food waste currently sent to landfill each year from Glen Eira.

Any Glen Eira household with an existing green waste bin will be able to take part in the program and the combined green waste will be turned into compost or mulch to be used in parks, gardens and farms to improve soil, instead of going to landfill.

As part of the new service, we will also offer a free kitchen caddy to all households upon request. To participate, contact our Service Centre on 9524 3333.

## MAJOR CONSULTATION INITIATIVES



## Consultation key to Council and Community Plan success

Council adopted a new *Glen Eira Council and Community Plan 2017–21* in June 2017 and we identified community consultation as key to its future success.

Consultation carried out in 2016 identified five strategic objectives for Council to consider. These objectives aim to ensure our communities are:

- liveable and well designed;
- accessible and well connected;
- safe, healthy and inclusive;
- clean and sustainable; and
- informed and engaged.

We also created actions and measures for each strategic objective to be reported on, each financial year. In addition, the *Glen Eira Council and Community Plan 2017–21* is reviewed on an annual basis by internal and external stakeholders and is used as an important planning document to respond to the needs of our community and deliver quality services that provide value for money.

Extensive community consultation and research took place and included a telephone survey, focus groups, community meetings and online consultation, involving more than 4,000 community members.

Residents were invited to six public meetings during July 2016, held in different geographical locations across each ward, to discuss planned Council initiatives over the next four years and help us to better understand local priorities and community satisfaction.

This process, involving 391 community members, identified a range of themes and issues including, but not limited to, residential planning and development, traffic and parking, sustainability, and energy use.

Services for the community were also discussed, including aged care, families and children, and youth.

This important consultation process allows us to gain an understanding of how to make Glen Eira a better place to live now, and in the future.



## Locals have say on shopping strips

Council prioritises community consultation and our work and progress during 2016–17 has helped shape two outstanding initiatives: a local shopping strip consultation as part of the *Activity Centre, Housing and Local Economy Strategy* and our *Transforming our Neighbourhoods Together Project*.

Stage one — *Tell us what you love about your shopping strip* began in November 2016 with the circulation of a survey to gather important feedback, which was used to develop a community-owned vision for shopping centres and shopping strips across Glen Eira. More than 2,000 surveys were received and 800 people posted feedback on social media in relation to their local shopping strips (activity centres).

Survey responses detailed information about what people liked and disliked about the centres, including strong support for local cafes and businesses, and indicated popular methods of accessing the shopping strips.

This feedback has led to a draft a vision strategy and key objectives for activity centres at Bentleigh; Carnegie; Elsternwick; Caulfield Station; Moorabbin; Glen Huntly; Alma Village; Bentleigh East; Caulfield Park; Caulfield South; Gardenvale; Hughesdale; McKinnon; Murrumbeena; Ormond; Patterson; Ripponlea; and East Village. By the end of 2017 we hope to have four structure plans in place, one each for Bentleigh, Carnegie, Elsternwick and East Village.

Stage two — *Transforming our Neighbourhoods Together Project* included concepts based on community ideas and was undertaken from March to April 2017. This initiative involved developing a draft vision and key objectives for all of Glen Eira's activity centres, and concept project ideas for Carnegie, Bentleigh, Elsternwick, Murrumbeena and Hughesdale (activity centres with structure plans in the process of being developed in 2017 or which are undergoing level crossing removals).

Stage three of the initiative, carried out in May 2017, included the *Activity Centre, Housing and Local Economy Strategy* and preliminary structure plan exploration. This *Strategy* is a high level Citywide future plan that identifies the key principles and roles for Glen Eira's network of activity centres and shopping strips.

Stages four to eight will include the production of *Quality Design Principles* and draft concept plans in August 2017, followed by further draft concept plans and *Quality Design Guidelines* in October 2017. Final structure plans will be presented to Council for adoption in late 2017.

Once the structure plans have been adopted, Council will seek authorisation from the Minister for Planning to commence the planning scheme amendment process in order to implement our projects into the *Glen Eira Planning Scheme*.



## Landmark youth consultation initiatives for Glen Eira

Consultation with young people is a priority for Glen Eira City Council and we were pleased to establish our landmark *Youth Consultation Strategy* in early 2017.

The *Strategy* includes three major activities, which will combine to form one of the largest youth consultation projects conducted by Council and provide us with comprehensive qualitative and quantitative data on youth issues and wellbeing.

The *Strategy* includes a face-to-face *Youth iPad Survey*, the establishment of a #YouthVoice Committee via social media and a *Youth Resilience Survey*, aimed at providing large scale health and wellbeing data.

Our *Youth iPad Survey* was carried out between February and March 2017 and we received feedback from 304 young people aged between 10 and 25. The survey was made available on iPads, youth worker mobile phones and as a link on the Glen Eira Youth Services Instagram page.

Survey participants shared opinions on youth issues, support, social connection and aspirations. They also provided feedback on key focus areas including school stress, pressure from parents, body image, anxiety and bullying.

These results will make up part of the larger 2017 *Youth Consultation Strategy* and have given us an important insight into how we can better focus our support services and engage with young people.

The #YouthVoice Committee involves 15 young people from across Glen Eira who use social media to communicate important youth issues, opinions and achievements to the Glen Eira community.

The committee, formed in February 2017, meets weekly to film, edit and interview community members on issues concerning young people, as gathered via our *Youth iPad Survey*.

The active group provides a youth voice to the Glen Eira community through posting videos, images and stories on social media and plans to develop new initiatives to raise awareness and create conversations about important youth issues.

Our *Youth Resilience Survey* was distributed to more than 6,000 primary and secondary school students from across Glen Eira during term two of 2017.

The *Survey* assessed 40 key predictors of wellbeing and resilience and will provide local schools and Council with unique data around young people's mental health, sense of hope, feelings of safety and attitudes towards violence.

More than 4,000 surveys were completed and are currently being collated. Results of the *Survey* will be known in September 2017.

## MAJOR ADVOCACY EFFORTS



### Advocacy wins interim height decision

During 2016–17 we sought interim height controls from the State Government during the development of our structure plans.

In March 2017 the Victorian Minister for Planning approved our application for interim height controls in Bentleigh and Carnegie activity centres.

This was a pleasing result for us as we strongly believe development should be appropriate and aligned to our community's vision and our determinations should not be overturned by decisions made at the Victorian Civil and Administrative Tribunal (VCAT).

The Minister's decision will allow the community to fully engage with our structure plan process currently underway, without the distraction of VCAT appeals.

These interim controls will now set mandatory and discretionary height limits on buildings, ranging from three to five storeys in Bentleigh, and four to seven storeys in Carnegie and across all commercially zoned land in Bentleigh and Carnegie activity centres.

The controls will apply while we are undertaking all structure planning work, which we anticipate to have completed by the end of 2017.

It is our understanding that the interim controls will also apply to all current planning applications and those that are pending appeal at VCAT.

We are proud of the outstanding advocacy work by our members during the application process and the subsequent Minister's decision.

We aim to continue this work in response to community concern for ad hoc development and strong views about height, particularly where development abuts neighbourhood residential and general residential zones.



## Council continues advocacy for better use of Crown Land

We are passionate advocates for the use of Crown Land for public use and for many years we have pushed for better public use of the Caulfield Racecourse Reserve.

In our role as advocates we work hard to influence government and other key stakeholders on issues that are important to our community.

During 2017 we met with representatives for the Minister for Planning to discuss public use at Caulfield Racecourse Reserve.

We also met with the Victorian Planning Authority to ensure our voice would be heard during future strategic planning for the Racecourse precinct and other sites across the municipality.

The Crown Land at Caulfield Racecourse is reserved for three purposes: a racecourse, recreation and a public park. We will continue our advocacy work to the government to influence future decisions on this site.

Many sports clubs in Glen Eira are at capacity and we cannot accommodate the requests from clubs to increase the number of teams while the number of grounds remains the same.

For this reason we will continue to investigate options for more open space and advocate to the State Government for better use of the disused and underutilised Crown Land.

In addition we will promote any public consultation process undertaken by the Department of Environment, Land, Water and Planning to ensure our voice continues to be heard.



## Council advocates during major level crossing works

Council advocated strongly for community members and local traders in response to major State Government level crossing removals across our municipality during 2016–17.

These works were carried out under the State Government's Level Crossing Removal Authority (LXRA); therefore we could only advocate for particular works to be done or assist the community during the process.

We focused on ensuring the transformation of the open space and community facilities along the corridor; where works were being carried out, would enhance amenities and deliver positive outcomes.

Specifically, we advocated for better designs, support for disrupted communities and improvements in nearby community facilities. We also established a Neighbourhood Response Team in April 2017 to help facilitate advocacy and support.

This Team consisted of staff from different areas across Council to help local traders in practical ways during the works.

Level crossing removals took place across a large section of the Glen Eira community and affected the Frankston Line at Ormond, McKinnon and Bentleigh, and the Dandenong Line at Carnegie, Murrumbeena and Hughesdale (where building of the elevated railway is currently underway). Frankston Line works were completed during November 2016 and removal work is still being completed on the Dandenong Line.

Our focus was on supporting the community and local businesses through the major disruption along both lines. Some of the specific areas of advocacy included:

- For the Frankston Line — EE Gunn Reserve and the facilities there have been improved, including upgrades to the Football and Cricket Pavilion, Baseball Pavilion, Tennis Club and Scout Hall. In addition, designs were changed so 53 of the existing and much loved palms were replanted along the corridor of the Frankston Line.
- For the Dandenong Line — designs were changed to include second entrances at both of the new stations for Carnegie and Murrumbeena, opening up access options for the community. Protection was also sought for significant trees at Boyd Park, Carnegie and other areas along the rail corridor. We will continue to advocate for taller trees to be returned to help revegetate the corridor and provide screening, amenity and support biodiversity. In particular, a much loved local tree, Rosie the River Red Gum (at Carnegie), has been protected during the works and is surviving, which is great news for the local community.

# COUNCILS KEY OBJECTIVES

The following details Council's strategic planning process and all *Glen Eira Community Plan 2013–2017* goals from Council's eight key objectives.

Each section shows the performance tables and the accompanying strategies.

# COUNCIL'S STRATEGIC PLANNING PROCESS

## STRATEGIC PLANNING PROCESS

### Medium-term planning (three to five years)

Developed and approved by Council in consultation with the community, Council's *Community Plan 2013–2017* sets out the direction for the City. The *Community Plan 2013–2017* is fully integrated with the *Strategic Resource Plan*, which sets out the long-term financial resources of Council and includes key financial indicators.

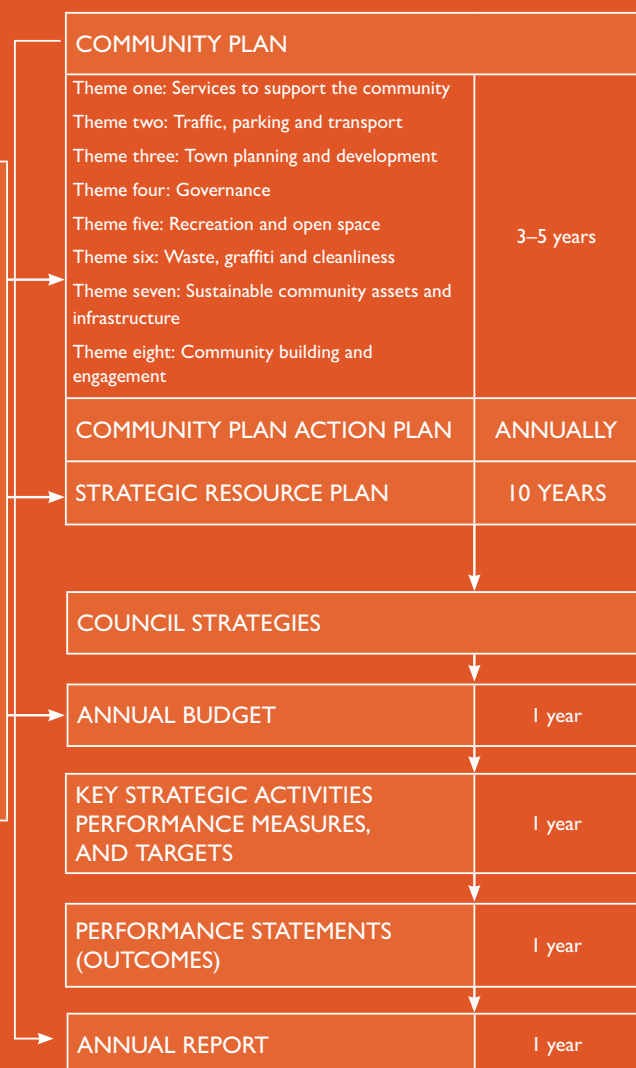
### Short-term planning (12 months)

The *Annual Budget* is framed to be consistent with the *Strategic Resource Plan* to ensure Council can achieve the goals from its yearly *Action Plan* (derived from the overall *Community Plan 2013–2017*) sustainably and effectively.

### Reporting

The progress of the *Action Plan* is reported to Council quarterly and the end of financial year results of achieving *Community Plan 2013–2017* goals and financial performance, are then reported in Council's *Annual Report*.

## STAKEHOLDER AND COMMUNITY ENGAGEMENT



# SERVICES TO SUPPORT THE COMMUNITY

## STRATEGIC OBJECTIVE

To maintain high quality service standards and deliver universal services that support the community, particularly the needs of families, youth, senior citizens and people with a disability.

### **MATERNAL AND CHILD HEALTH SERVICE SUPPORTS VULNERABLE FAMILIES**

The enhanced Maternal and Child Health Service provides in-home support to families who are experiencing vulnerability due to mental health issues, family violence, social isolation, financial hardship and drug and alcohol misuse.

The Department of Education and Training have set a minimum target of 500 hours for the enhanced service. This was exceeded in 2016–17 by 417 hours due to the high demand on the service.

### **MUNICIPAL EARLY YEARS PLAN**

The *Municipal Early Years Plan 2013–2017* is a local area *Plan* designed to provide strategic direction for the development and co-ordination of early years programs, activities and other local community development processes that are about ensuring positive outcomes for children zero–6 years in the municipality.

Over 2016–17, the *Municipal Early Years Plan* directed the following activities:

- a new *Family Calendar*;
- a range of parenting information sessions, including *Positive parenting*, *National Disability Insurance Scheme*, *Paediatric first aid*, *Rubbish free lunch box session* and *Talking to children about safety*;
- *Pop-up playgroups*;
- *Dads' Playgroups*; and
- continuation of the 2+ connect playgroup.

A new *Municipal Early Years Plan* will be developed in 2018.

### **POSITIVE AGEING STRATEGY**

The *Glen Eira Positive Ageing Strategy* is focussed on building a positive view of ageing. It works to keep Glen Eira's ageing residents healthy, connected and engaged so they can age well.

Throughout 2016–2017, we achieved the following actions contained in the *Strategy*:

- 17,976 hours of free facility hire for senior citizen clubs throughout Glen Eira;
- five health promotion events were run, including sessions on legal matters, nutrition, incontinence and diabetes;
- a *Seniors festival* that was attended by more than 1,000 people; and
- health promotion and service information circulated in 10 different languages.

The next *Glen Eira Positive Ageing Strategy* will be developed in 2021.

### **LIBRARY PROGRAMS ENCOURAGE FAMILY AND COMMUNITY INVOLVEMENT**

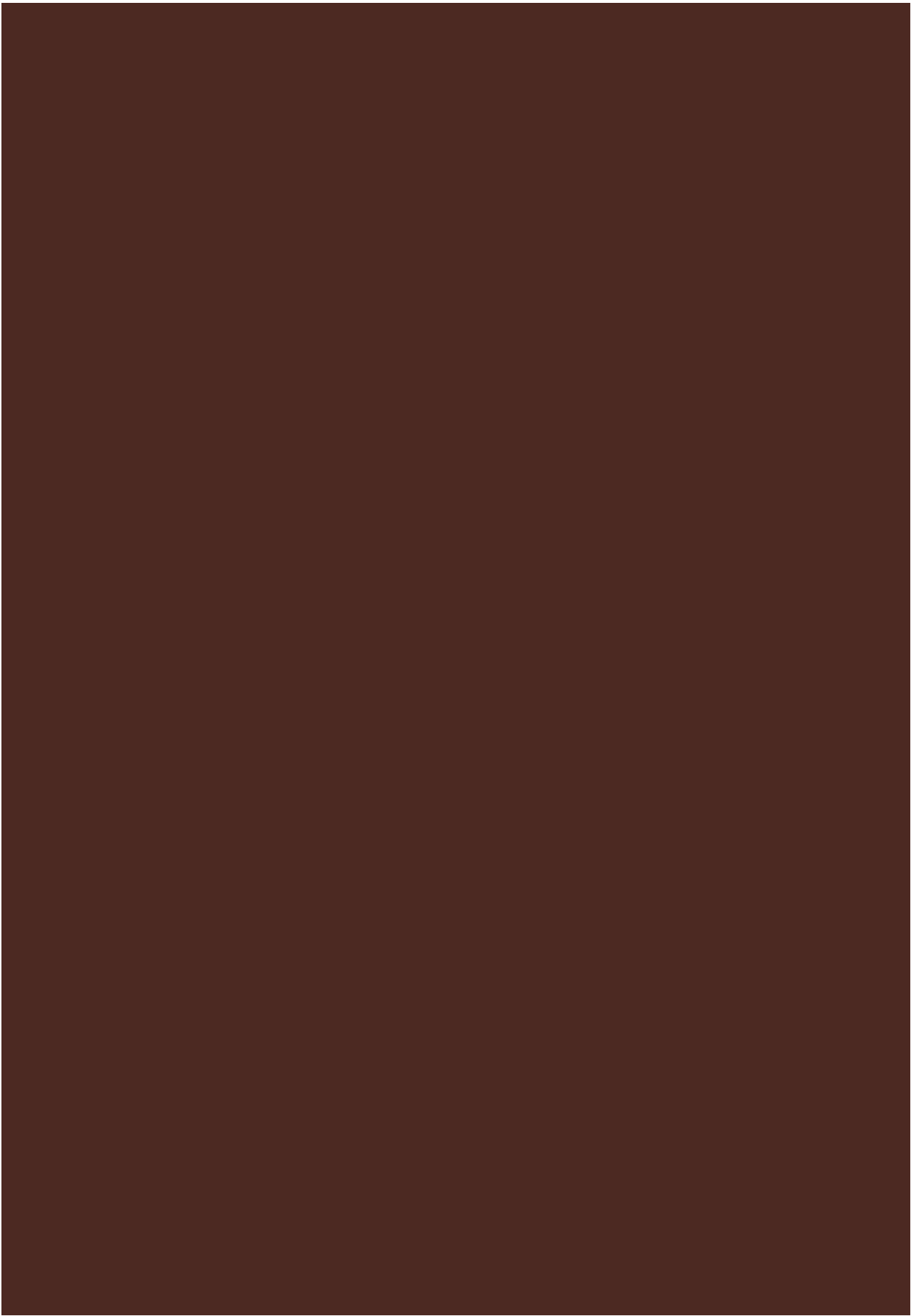
Six hundred and forty one library programs were delivered in 2016–2017 in addition to our *StoryTime* and *BabyTime* offering. Programs included book club, computer classes, a weekly language café and presentations on cooking, gardening, nutrition and art. For a full list of program offerings, visit <http://library.gleneira.vic.gov.au/Home>

RESPONSIVE COMMUNITY SERVICES			
STRATEGY	ACTION	MEASURE	RESULT
Continue to provide a comprehensive range of community services that are responsive to the needs of the community.	Provide community services which minimise social isolation and build community identification.	Deliver social outings and exercise classes to at least 200 socially isolated residents each year.	✓
Comment: Two hundred and eight socially isolated residents enrolled in exercise and social outings as at June 2017.			
		Deliver Home Library Service to at least 200 socially isolated clients.	✓
Comment: Two hundred and thirty eight Home Library Service clients as at end of June 2017.			
		Provide 23,433 hours of social support.	✗
Comment: Council provided 22,397 hours of social support as at end of June 2017. We are currently meeting all requests for service in social support.			
		Provide 500 hours of Maternal and Child Health services specifically targeted at vulnerable clients.	✓
Comment: Council's Maternal and Child Health Department delivered 917 hours of services to vulnerable families.			
	Implement the <i>Municipal Public Health and Wellbeing Plan</i> .	Ninety per cent of 2016–17 actions complete.	✓
Comment: Council's <i>Municipal Public Health and Wellbeing Plan</i> targets six key health and wellbeing priorities: healthy eating and physical activity; community wellbeing and connectedness; mental health; reduction of harm from tobacco, alcohol and drugs; public health protection; and delivery of initiatives in public health leadership. Ninety nine per cent of actions were completed in 2016–17.			
	Inspect registered food businesses to assess compliance with National Food Safety Standards.	Conduct 850 food safety assessments.	✓
Comment: Council's Public Health Department conducted 932 inspections of registered food businesses throughout 2016–17 to ensure compliance with National Food Safety Standards.			

ASSISTING RESIDENTS			
STRATEGY	ACTION	MEASURE	RESULT
Encourage residents to raise issues through letters, emails and calls to the Service Centre and provide timely and informative responses.	Service Centre to resolve calls at first point of contact.	Eighty two per cent of calls resolved at first point of contact.	✓
Comment: Eighty two per cent of calls resolved at first point of contact as at 30 June 2017.			
	Ensure telephone calls are answered promptly.	Average call waiting time of 18 seconds or less achieved for all calls.	✗
Comment: Average call waiting time is 34 seconds. From December 2016 to April 2017, average queue wait times increased considerably due to: severe storm activities in late December 2016 and February 2017; a substantial increase in the volume of requests taken; and staff shortages including secondments, leave and training.			

SERVICES FOR CHILDREN			
STRATEGY	ACTION	MEASURE	RESULT
Deliver children's services that provide support, education and improve health and wellbeing outcomes for young children and their families.	Deliver Maternal and Child Health services that meet State Government targets.	Deliver 15,000 Key Ages and Stages visits.	✓
Comment: Delivered 16,476 Key Ages and Stages visits as at June 2017.			
	Implement the <i>Municipal Early Years Plan (MEYP)</i> .	Ninety per cent of 2016–17 actions complete.	✓
Comment: Completed 98 per cent of actions completed as at June 2017.			
	Provide vaccinations to infants and school children in accordance with the <i>National Immunisation Program Schedule</i> .	Eight thousand vaccinations provided to infants and school children.	✓
Comment: Provided 11,575 vaccinations to infants and school children as at June 2017.			
MAINTAINING HEALTHY, ACTIVE AND INDEPENDENT LIFESTYLES			
STRATEGY	ACTION	MEASURE	RESULT
Assist older people and people with a disability to maintain healthy, active and independent lifestyles in their own home and within the community.	Provide a range of services that support frail older people and people with disabilities to live independently at home.	Deliver all funded hours of Home Care, Personal Care and Respite Care to eligible residents currently set by the Department of Health and Human Services at 95,000 hours.	✗
Comment: A total of 92,222 hours have been delivered. We are currently meeting all requests for service in Home Care, Personal Care and Respite Care.			
		Meet all service requests from eligible residents for Home Maintenance Services.	✓
Comment: All requests met with 4,335 hours of home maintenance delivered as at June 2017.			
	Support senior citizens clubs to enhance social inclusion of older persons.	Council to provide 14,000 hours per annum of free facility use to local senior citizens clubs.	✓
Comment: Provided 17,977 hours of free facility use to senior citizens clubs as at 30 June 2017.			
	Provide quality accredited residential aged care services that achieve a high level of resident satisfaction.	Achieve 90 per cent resident satisfaction as measured by the <i>Annual Quality Performance Systems Survey</i> .	✓
Comment: Received over 90 per cent resident satisfaction as measured by <i>Annual Quality Performance Systems Survey</i> . Warrawee Community achieved 95 per cent satisfaction, Spurway Community achieved 92 per cent satisfaction, and Rosstown Community achieved 94 per cent satisfaction.			
	Implement actions contained in the <i>Glen Eira Ageing Strategy</i> .	Ninety per cent of 2016–17 actions complete.	✓
Comment: Completed 98 per cent of actions as at 30 June 2017.			
Deliver a range of disability services that promote community inclusiveness and access for all-abilities.	Implement actions in the <i>Disability Action Plan</i> .	Ninety per cent of 2016–17 actions complete.	✓
Comment: Completed 99 per cent of actions as at end of June 2017.			

IMPROVING OUR LIBRARIES			
STRATEGY	ACTION	MEASURE	RESULT
Ensure Council libraries provide a broad range of books, e-books, learning materials, access to technology, activities and programs that entertain, enrich and develop the community.	Offer a range of library services and programs which encourage family and community involvement.	Six hundred thousand visits to Council libraries annually.	✓
Comment: Visits totalled 702,747 to Council libraries at end of June 2017.			
		Provide <i>StoryTime</i> and <i>BabyTime</i> sessions for 50,000 attendees at libraries in Bentleigh, Carnegie, Caulfield and Elsternwick.	✓
Comment: <i>StoryTime</i> and <i>BabyTime</i> sessions were attended by 61,869 visitors at as at 30 June 2017.			
	Offer a range of library programs for adults that promote reading and encourage social connectedness.	Deliver at least 250 library programs aimed at information technology, community connections or enjoyment of reading.	✓
Comment: Delivered 641 library programs as at 30 June 2017.			
YOUNG PEOPLE IN THE COMMUNITY			
STRATEGY	ACTION	MEASURE	RESULT
Implement a range of centre and school-based programs to engage young people aged 10 to 25 years and encourage active participation.	Offer a range of centre and school-based programs.	Provide more than 250 programs.	✓
Comment: Delivered 279 centre and school based programs as at 30 June 2017.			
Provide youth work support to young people and families to assist in positive development.	Assist and deliver support advocacy and referral to young people who are disadvantaged, isolated or at risk.	Seven thousand young people and their families supported through school and centre-based programs, information and referral, service collaboration and special events.	✓
Comment: Youth Services supported 9,586 young people and their families for the year ended 30 June 2017.			



# TRAFFIC, PARKING AND TRANSPORT

## STRATEGIC OBJECTIVE

To promote the safe movement of pedestrian, bicycle and vehicle traffic in a way that minimises the impact of traffic and parking on the local amenity and physical environment.

### ROAD SAFETY AUDITS AROUND SCHOOLS

Three road safety audits have been completed around the following schools: Bentleigh West Primary School, Bentleigh; Tucker Road Primary School, Bentleigh East; and Bentleigh East Primary School, Bentleigh East.

The audits identified areas where pedestrian safety could be improved, such as the need to install traffic islands, removal of redundant crossings, installation of pram crossings and improved access to and across footpaths.

Business cases have also been prepared for funding to implement the recommendations in 2017–18.

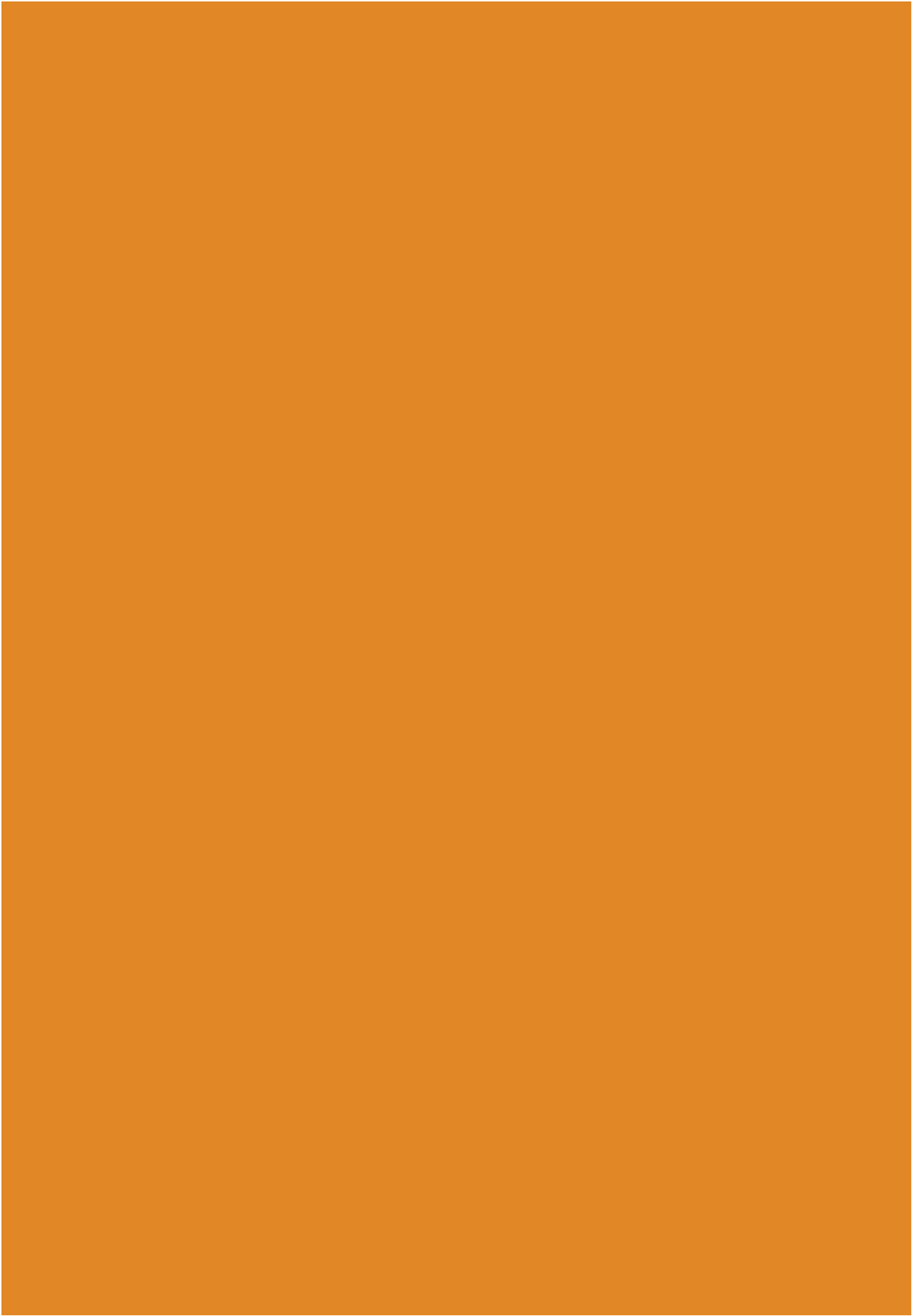
### ROAD SAFETY AUDITS AROUND SHOPPING CENTRES

Two road safety audits were completed around Centre Road, Bentleigh; Mackie Roads Shops, Bentleigh East; and Gardenvale Road Shops near the intersection of Nepean Highway and Elster Avenue, Gardenvale. Business cases have also been prepared for funding to implement audit recommendations in 2017–2018.

The audits identified the need for additional disabled parking bays; *Disability Discrimination Act 1992 (Cth)* compliance for intersection crossings; and improved pedestrian access.

PEDESTRIANS, BICYCLES AND PUBLIC TRANSPORT			
STRATEGY	ACTION	MEASURE	RESULT
Improve safety and movement of road users and provide a fair and equitable balance of parking.	Investigate community requests about traffic and parking.	Ninety five per cent of reactive investigations responded to within five days, 50 community consultations undertaken and the placing of the <i>Not So Fast</i> speed trailer at problem locations.	✗
<b>Comment:</b> Ninety two per cent of reactive investigations were responded to within five days. There has been a significant increase in community requests and workloads around traffic and parking. Seventy eight community consultations were undertaken and the <i>Not So Fast</i> speed trailer was placed at 15 problem locations.			
Continue to promote walking, cycling and public transport options in Glen Eira as alternatives to motor vehicle use.	Implement actions outlined in the <i>Walking Strategy Action Plan</i> .	Complete at least 90 per cent of budgeted actions.	✗
<b>Comment:</b> Seventy eight per cent of the budgeted actions were implemented.  Two actions were not completed: (1) Patterson Road, Bentleigh pedestrian crossings not completed due to delays receiving Vic Track approval for public lighting under the Patterson Road rail bridge, Bentleigh. (2) Tucker Road, Bentleigh pedestrian crossing facility was deferred due to the unavailability of a suitable contractor to undertake the works.			
	Review the <i>Bicycle Strategy Action Plan</i> .	Complete the review the <i>Bicycle Strategy Action Plan</i> .	✗
<b>Comment:</b> Officers are currently preparing an <i>Integrated Transport Strategy</i> . As part of this work a new bicycle strategy will be developed.			
Inform the community about local active transport options such as pedestrian, bicycle and public transport options including those arising from consultations.	Articles in <i>Glen Eira News</i> and on Council's website.	Six active transport related articles in <i>Glen Eira News</i> and on Council's website.	✓
<b>Comment:</b> Council published seven transport related articles in its monthly newspaper, <i>Glen Eira News</i> , to inform the community about transport options within the City of Glen Eira.			

MAKING STREETS AND ROADS SAFER			
STRATEGY	ACTION	MEASURE	RESULT
Improve safety around shopping centres, and schools by maintaining safe school crossings and installing traffic management treatments to protect vulnerable road users such as children and older residents.	Audit two schools and identify improvements to safety and the movement of people.	Three audits completed and business cases prepared for supported recommendations.	✓
<b>Comment:</b> Three road safety audits have been completed, Tucker Road Bentleigh Primary School; Bentleigh West Primary School; and Bentleigh East Primary School. Business cases have also been prepared for funding to implement audit recommendations in 2017–18.			
	Audit shopping centres and identify improvements to safety and the movement of people.	Two audits completed and business cases prepared for supported recommendations.	✓
<b>Comment:</b> Centre and Mackie Roads Shops, Bentleigh East and Gardenvale Road Shops, Gardenvale audits completed. Business cases have also been prepared for funding to implement audit recommendations in 2017–2018.			
Improve road safety and manage congestion on the local road network.	Implement capital works program including traffic calming measures in local streets informed by the <i>Transport Strategy</i> , <i>Road Safety Strategy</i> and the <i>Local Area Traffic Management Priority System</i> .	All traffic capital works projects (identified in the <i>Budget</i> ) completed.	✗
<b>Comment:</b> Sixty per cent of capital works projects identified in the <i>Budget</i> were completed. There have been delays receiving Vic Track approval for pedestrian lights at the Patterson Road, Bentleigh rail bridge. The speed humps in Seymour Road, Elsternwick have been deferred due to redesign as a result of flood overlay and the Tucker Road, Bentleigh pedestrian crossing has been deferred due to unavailability of a suitable contractor.			
	Undertake traffic counts within the City and add to Council's <i>Local Area Traffic Management Priority System</i> to inform future capital works projects.	At least 105 traffic counts completed.	✓
<b>Comment:</b> Completed 129 traffic counts for the year ended 30 June 2017.			



# TOWN PLANNING AND DEVELOPMENT

## STRATEGIC OBJECTIVE

To manage the rate and extent of change to the built environment consistent with State and local planning policies to achieve a diversity of housing as sympathetic as possible to neighbourhood character.

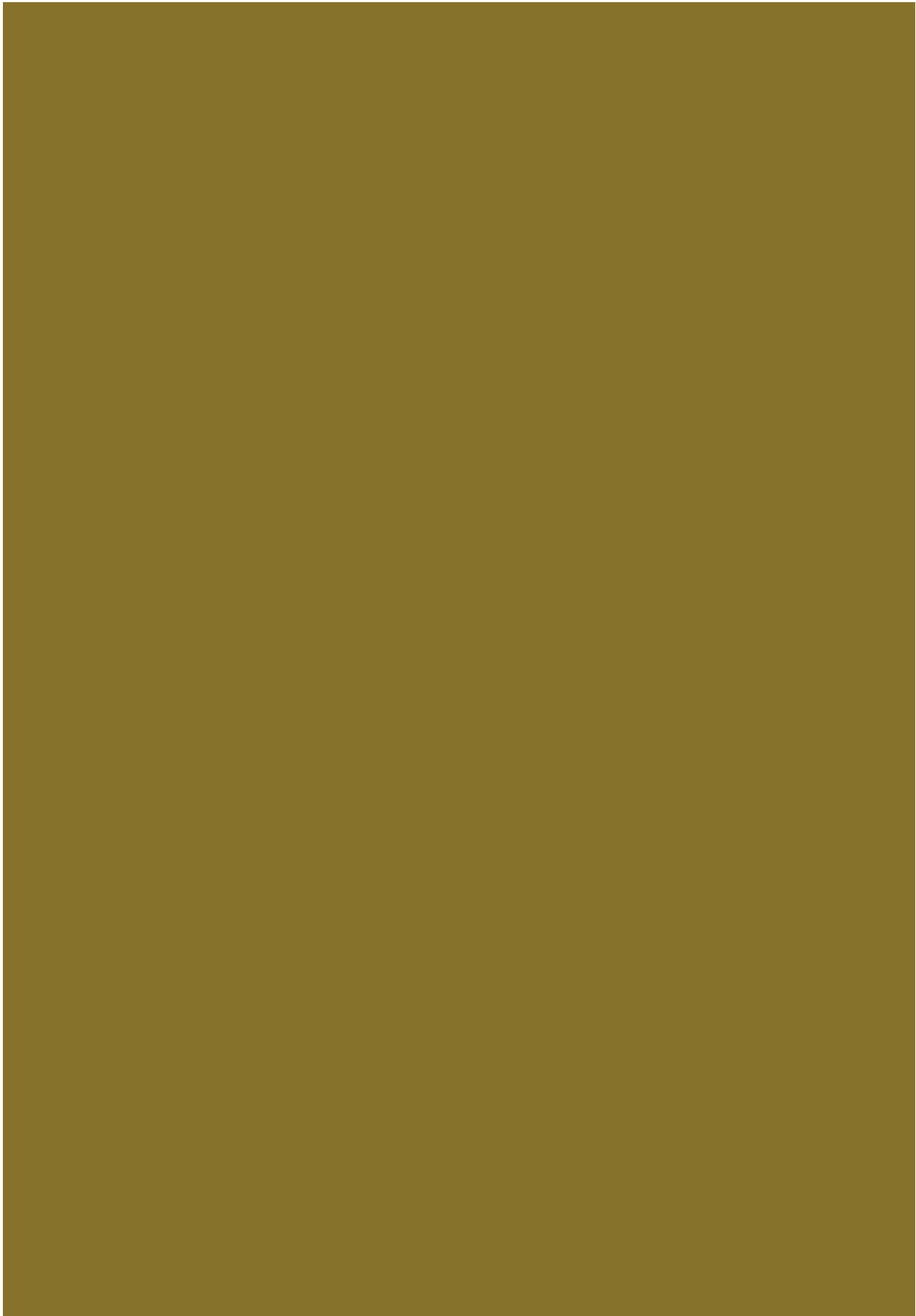
### BUILDING INSPECTIONS

Five hundred and twenty two proactive inspections were undertaken and responded to. There were 423 reactive planning enforcement matters with 95 per cent of these matters being responded to within five days.

Inspections are carried out to ensure that the approved development being constructed, complies with the planning permit endorsed plans and permit conditions. Matters that are typically raised include: construction management plan requirements; new buildings overlooking existing properties; height; building setbacks from footpath; car parking; and landscaping.

PLANNING FOR THE MUNICIPALITY			
STRATEGY	ACTION	MEASURE	RESULT
Plan for a mixture of housing types that allows residents to meet their housing needs in different stages of their life cycle within the City.	Actively plan for a mix of dwelling types underpinned by the three residential zones (Neighbourhood Residential Zone, General Residential Zone and Residential Growth Zone).	At least 50 per cent of new dwellings to be located within the General Residential, Residential Growth and Commercial Zones.	✓
Comment: Seventy five per cent of new dwellings located within the General Residential, Residential Growth and Commercial Zones.			
Enforce the provisions of the <i>Glen Eira Planning Scheme</i> and building control requirements across the City as well as compliance with any planning permits.	Conduct proactive and reactive site inspections for compliance with planning permit conditions and Local Law requirements.	Three hundred proactive inspections completed and respond to 95 per cent of reactive planning enforcement matters within five days.	✓
Comment: Completed 522 proactive inspections and responded to 95 per cent of reactive planning enforcement matters within five days.			
	Enforce building control requirements and investigate building enforcement matters.	Investigate 200 building enforcement matters and respond to 95 per cent of reactive building enforcement matters within five days.	✓
Comment: Investigated 382 building enforcement matters and responded to 95 per cent of reactive building enforcement matters within five days.			
Ensure new multi-dwelling residential development is sympathetic to the existing neighbourhood character in Glen Eira's Neighbourhood Residential Zone.	Make decisions in accordance with Council's Neighbourhood Residential Zone with an emphasis on neighbourhood character.	Refuse, under manager delegation, all applications which do not satisfy the purpose of Council's Neighbourhood Residential Zone.	✓
Comment: All 56 applications that did not satisfy the purpose of Council's Neighbourhood Residential Zone were refused under manager delegation as at 30 June 2017.			
Encourage and support community involvement in the planning permit application process.	Promote Council's suite of <i>Fast Track</i> permit application processes.	Report to Council, year-on-year, the percentage of applications using the <i>Fast Track</i> process.	✓
Comment: As at 30 June 2017, we have not had any <i>Fast Track</i> applications lodged in 2016–17. Only Three per cent of applications were lodged using the <i>Fast Track</i> process during 2015–16.			

PARTICIPATING IN PLANNING			
STRATEGY	ACTION	MEASURE	RESULT
Provide an opportunity for all residents to be informed and to participate in town planning applications where they (and others) object.	Maintain both the non-statutory planning conference (Council decision by resolution) and Delegated Planning Committee (DPC) as forums for resident involvement in the town planning process.	Except for a managerial refusal of an application, ensure all objectors are provided with an opportunity to participate in a consultation meeting, delegated planning committee meeting or planning conference.	✓
<b>Comment:</b> Council held 299 delegated planning meetings and 43 planning conferences to the year ended 30 June 2017.			
Provide a fair, transparent and inclusive town planning decision-making process.	Improve the Delegated Planning Committee (DPC) efficiency by reducing the number of planning applications needing to be referred for a decision by undertaking mediation.	Undertake 10 mediation meetings.	✗
<p><b>Comment:</b> Nine mediation meetings undertaken as at 30 June 2017. Engagement with stakeholders occurs in a range of ways depending on the complexity of the application and the nature of the matters in dispute between applicants and objectors.</p> <p>During 2016–17, nine mediation meetings, 43 planning conferences and 299 delegated planning forums were held. Mediation meetings were offered and accepted by stakeholders in a limited number of instances due to: the complex nature of most applications; the respective positions by applicants; and objections typically being irreconcilable.</p>			
Undertake community consultation and engagement to ensure the <i>Glen Eira Municipal Strategic Statement, Glen Eira Planning Scheme</i> and town planning process meets the needs of local residents and ratepayers.	Survey participants in the Delegated Planning Committee (DPC) process to ascertain satisfaction rates.	Eighty per cent satisfaction rating of participants in the Delegated Planning Committee (DPC) process.	✓
<b>Comment:</b> Ninety two per cent of participants were happy with the Delegated Planning Committee (DPC) process as at 30 June 2017.			



# GOVERNANCE

## STRATEGIC OBJECTIVE

To deliver strong local leadership and governance in an open and responsible manner in the best interests of the community.

RESPONSIBLE GOVERNANCE			
STRATEGY	ACTION	MEASURE	RESULT
Inform the community about Council's roles and activities through a broad range of media.	Ensure all Council endorsed strategies, plans and policies are available on Council's website.	All Council endorsed strategies, plans and policies published on Council's website.	✓
Comment: All Council endorsed strategies, plans and policies have been published on Council's website.			
Maximise capital investment while continuing to keep operating costs and rates below the average of neighbouring councils.	Continue to keep operating costs and rates per assessment low.	Average operating cost to be five per cent below the average of our seven benchmark councils.	✓
Comment: Glen Eira's operating cost per property is approximately five per cent below the average of our seven benchmark Councils.			
Ensure that Council complies with financial and performance reporting requirements.	The preparation and completion of Council's 2015–2016 annual accounts.	Completion of <i>2015–16 Financial Report and Performance Statement</i> by 30 September 2015 with an unqualified audit opinion.	✓
Comment: The 2015–16 <i>Financial Report and Performance Statement</i> was completed by 30 September 2016 with unqualified audit opinions.			
	Delivery of the <i>2016–2017 Annual Budget</i> in line with approved budget timelines.	Completion of the <i>2016–2017 Annual Budget</i> — to be adopted by Council and submitted to the Minister before 30 June 2016.	✓
Comment: The <i>2016–2017 Annual Budget</i> was adopted by Council on 28 June 2016 and submitted to the Minister by 30 June 2016.			
Ensure that Council adheres to the <i>Charter of Human Rights</i> .	Ensure all staff receive information about the <i>Charter of Human Rights</i> and comply with the <i>Charter</i> .	No breaches of the <i>Charter</i> .	✓
Comment: There were no breaches of the <i>Charter of Human Rights</i> in 2016–17. All staff members receive information on the <i>Charter of Human Rights</i> during induction. Staff are also required to undertake a mandatory e-learning module on the <i>Charter</i> .			
Establish an effective monitoring and review process for the <i>Glen Eira Community Plan 2013–2017</i> to check and report progress towards community needs.	Regular reporting on progress against action items in the <i>Glen Eira Community Plan 2013–2017</i> .	Report progress to Council quarterly.	✓
Comment: Progress against action items in the <i>Glen Eira Community Plan 2013–2017</i> reported to Council quarterly for the year ended 30 June 2017.			
	All agendas and minutes of Council Meetings are posted on Council's website and are easy to locate and search.	Agendas and minutes on website.	✓
Comment: All agendas and minutes of Council Meetings were placed on Council's website and are easy to locate and search.			

MANAGING RISK AND SAFETY			
STRATEGY	ACTION	MEASURE	RESULT
Implement Council's <i>Risk Management Strategy</i> to ensure that risk is effectively managed throughout the organisation.	Implement Council's <i>Risk Management Strategy</i> .	Rolling program of business unit risks to Audit Committee meetings.	✓
Comment: The rolling program covering business unit operational risks continues to be reported to the Audit Committee on a quarterly basis.			
Continue to implement occupational health and safety strategies to provide a safe workplace and protect staff from injuries.	Ensure compliance with Council's externally audited safety accreditation system ( <i>SafetyMAP</i> ).	Council complies with <i>SafetyMAP</i> criteria and maintains accreditation status.	✓
Comment: The <i>SafetyMAP</i> audit occurred between 13–14 of February 2017 and focused on the following work areas: Major Projects; Purchasing and Fleet; and the Service Centre. Overall, <i>SafetyMAP</i> certification was maintained following the audit. The next audit is scheduled for November 2017.			



# RECREATION AND OPEN SPACE

## STRATEGIC OBJECTIVE

To enhance recreation facilities and open space to meet current and future needs of the local community.

### DUNCAN MACKINNON RESERVE ATHLETICS TRACK UPGRADE

A grant application was submitted to Sport and Recreation Victoria 2017–18 Community Sports Infrastructure Fund, to upgrade the Duncan Mackinnon Reserve athletics track in Murrumbena. The application successfully progressed through two stages to receive \$250,000 in funding.

Council committed an additional \$750,000 in the 2017–18 Budget to undertake a full track reconstruction that will improve safety, meet International Association Athletics Federation Standards and maximise usage. Works are expected to commence in November 2017.

### SPORTSGROUND ALLOCATIONS

Two hundred and one teams representing soccer, cricket, baseball and softball were allocated in the 2016–17 summer season.

All team requests were accommodated across the municipality. Club and association allocations were also approved for cycling, athletics netball.

Three hundred and forty two teams representing AFL, soccer, softball, Gaelic football and lacrosse were allocated in the 2017 winter season. Increased funding allocated to sportsground maintenance allowed an additional 25 teams, including 21 female teams, to be accommodated compared to the 2016 season. Club and association allocations were also approved for cycling, athletics and netball.

OUR SPORTING AND RECREATIONAL FACILITIES			
STRATEGY	ACTION	MEASURE	RESULT
Upgrade or renew Council sporting pavilions in line with Council's <i>Priorities for Pavilion Upgrades Report</i> to provide clubs and groups with access to relevant and appropriate facilities and amenities.	Commence design of the new Lord Reserve Pavilion, Carnegie, to replace two existing pavilions.	Design completed, incorporating energy and water efficiency features.	✗
<b>Comment:</b> The design of the Lord Reserve Pavilion, Carnegie is on hold pending the development of a masterplan for the Lord Reserve/Carnegie Swim Centre/Koomang Park precinct, Carnegie.			

AN OPEN SPACE STRATEGY			
STRATEGY	ACTION	MEASURE	RESULT
Implement an annual capital works program in relation to the open space and sporting facility upgrade.	Upgrade outer walking track at Duncan Mackinnon Reserve, Murrumbena.	Complete upgrade.	✗
<b>Comment:</b> The project scope has changed to include stages one and two of the landscape enhancement works.			
Landscape enhancement works include new internal pathways; lighting; a new staircase; perimeter path improvements; rubber under surfacing on fitness pods; and shelters for viewing sport and casual use.			
This body of work is currently being prepared by a landscape architect for tender by Council.			
	Advocate for funding for Duncan Mackinnon Reserve athletics track upgrade.	Advocacy complete.	✓
<b>Comment:</b> Funding approved by Sport and Recreation Victoria. Project funded as part of 2017–18 Budget.			
	Redevelop EE Gunn No 2 sportsground following grade separation soil stock piling.	Complete redevelopment of the sportsground.	✓
<b>Comment:</b> Redevelopment of EE Gunn No 2 sportsground, Ormond completed.			
	Redevelop Bailey Reserve, Bentleigh East No 2 sportsground.	Complete the sportsground redevelopment.	✓
<b>Comment:</b> Redevelopment of Bailey Reserve No 2 sportsground in Bentleigh East completed.			
	Upgrade the irrigation system to the main oval at McKinnon Reserve, McKinnon, to improve reliability and minimise maintenance.	Complete upgrade.	✓
<b>Comment:</b> Upgrade to irrigation system to the main oval at McKinnon Reserve, McKinnon completed.			

## AN OPEN SPACE STRATEGY (CONTINUED)

STRATEGY	ACTION	MEASURE	RESULT
	Upgrade the rubber play surface at Carnegie Library and Community Centre in the interactive play area.	Upgrade completed.	✓
<b>Comment:</b> Upgrade to the rubber play surface at Carnegie Library and Community Centre interactive play area completed.			
	Complete construction of Booran Reserve, Glen Huntly.	Park open for public use.	✓
<b>Comment:</b> Practical completion reached and park officially open to public in April 2017.			
	Upgrade sportsground lighting at Bailey Reserve, Bentleigh East.	Sportsground lighting upgrade at Bailey Reserve Oval 2.	✓
<b>Comment:</b> Upgrade to sportsground lighting at Bailey Reserve, Bentleigh East completed.			
	Hopetoun Gardens, Elsternwick, landscape enhancement works.	Complete Hopetoun Gardens, Elsternwick, landscape works.	✓
<b>Comment:</b> Completed Hopetoun Gardens, Elsternwick landscape works.			
	Upgrade multipurpose courts at East Caulfield Reserve, Caulfield East and Koornang Park, Carnegie.	Upgrade of multipurpose courts completed.	✗
<p><b>Comment:</b> The multipurpose courts at East Caulfield Reserve are completed with the courts being well-utilised.</p> <p>The upgrade of the multipurpose courts at Koornang Park, Carnegie, has been deferred until the masterplan has been developed for the Lord Reserve/Carnegie Swim Centre/Koornang Park precinct. This masterplan will be developed in 2017–18.</p>			

## ACCESS FOR COMMUNITY ACTIVITIES, SPORT AND LEISURE

STRATEGY	ACTION	MEASURE	RESULT
Provide access to Council facilities (including sportsgrounds and pavilions) for community activities and sport.	Accommodate at least 400 sporting teams on sporting fields in the municipality.	Teams allocated to grounds.	✓
<b>Comment:</b> Two hundred and one teams were allocated in the 2016–17 summer season and 342 teams were allocated in 2017 winter season.			
	Provide local community rooms and encourage community use.	Provide use of Town Hall and Carnegie Community Centre for Council, community organisations and members of the community. Achieve more than 2,000 bookings.	✓
<b>Comment:</b> Community bookings increased by six per cent to 1,339 on the previous year. Total room bookings for the year (including Council staff) 2,448.			
	Install shade sails in Council parks and reserves.	Works completed at: Elsternwick Plaza, Elsternwick; North Avenue Park, Bentleigh; and Memorial Park, Caulfield North.	✓
<b>Comment:</b> Shade sails installed at Elsternwick Plaza, Elsternwick; North Avenue Park, Bentleigh; and Memorial Park, Caulfield North.			
Ensure the availability of a diverse range of passive recreational opportunities in local parks that meet the needs of the community.	Continue stage two landscape upgrade works at Marara Road Reserve, Caulfield South.	Complete upgrade.	✗
<b>Comment:</b> The project scope for the Marara Road Reserve, Caulfield South, will now include plinth barrier treatment being installed where the edge of the Reserve and the footpath meet, in addition to landscape enhancement works. These works are currently in progress and will be completed by 31 August 2017.			

LEISURE AND AQUATIC PROGRAMS			
STRATEGY	ACTION	MEASURE	RESULT
Provide a range of leisure and aquatic programs at Glen Eira Sports and Aquatic Centre (GESAC) that meet the needs of the community.	Provide a range of programs and events for the community at Glen Eira Sports and Aquatic Centre (GESAC).	Maintain membership at not less than 14,000.	✓
Comment: Membership is 15,581 as at 30 June 2017.			
Provide a range of leisure and aquatic programs at Carnegie Swim Centre that meet the needs of the community.	Provide a range of programs and events for the community at Carnegie Swim Centre.	Six community events and programs held over the season.	✓
Comment: Carnegie Swim Centre held six community events and programs as at 30 June 2017.			
OUR PARKS			
STRATEGY	ACTION	MEASURE	RESULT
Work with key stakeholders to reduce water and energy consumption required to maintain parks and sporting facilities.	Progressively reduce energy use from lighting in parks, including by moving to newer lighting technology.	Complete lighting installation at: Caulfield Park, Caulfield North; Gardenvale Park, Gardenvale; Bentleigh/Hodgson Reserve, Bentleigh; Joyce Park, Ormond; and Princes Park, Caulfield South.	✗
Comment: Lighting installation works completed at Caulfield Park, Caulfield North; Gardenvale Park, Gardenvale; Joyce Park, Ormond; and Princes Park, Caulfield South. Works at Bentleigh/Hodgson Reserve, Bentleigh, have been transferred to 2017–18 works program.			
Continue a program of upgrading or redeveloping playgrounds to ensure that a diverse array of play opportunities for children of all-abilities is provided.	Implement Council's budgeted program to upgrade playgrounds.	Council program implemented.	✓
Comment: Council's program to upgrade playgrounds implemented. New playgrounds installed at Clee Street Reserve, Ormond; North Avenue, Bentleigh; and Clapperton Street Reserve, Bentleigh. New play elements installed at McKinnon Reserve, McKinnon.			
Continue to provide a balance of both on and off-leash areas for dogs across the City and educate pet owners on responsible pet ownership.	Complete 1,500 patrols of parks to educate the community about responsible pet ownership.	Conduct 1,500 park patrols to encourage responsible pet ownership.	✓
Comment: Conducted 1,886 park patrols to encourage responsible pet ownership as at 30 June 2017.			
Continue to maintain and improve facilities in parks.	Install new automated public toilet at King George VI Memorial Reserve, Bentleigh East.	Complete installation of new automated public toilet.	✗
Comment: Automated public toilet procured with contractor appointed. Unit to be installed at King George VI Memorial Reserve, Bentleigh East, in August 2017.			
	Install outdoor fitness pod at Marara Road Reserve, Caulfield South.	Complete installation of fitness pod.	✗
Comment: Fitness pod is installed, however cannot be used until rubber under-surfacing works have been completed and new pathways surrounding the pod are installed. These works will be completed by 31 August 2017.			
	Continue the rolling program to replace aged, unsafe and damaged park furniture infrastructure.	Expend at least 90 per cent of the 2016–17 budget for replacing aged, unsafe and damaged park furniture.	✓
Comment: Completed.			
Continue to plant and maintain trees and other vegetation in our parks.	Undertake park tree pruning to uplift and shape trees associated with sightlines and pedestrian hazards.	Two thousand five hundred trees to be pruned.	✓
Comment: Pruned 4,232 trees in parks as at 30 June 2017.			

# WASTE, GRAFFITI AND CLEANLINESS

## STRATEGIC OBJECTIVE

To maintain a safe, clean and attractive City.

WASTE AND RECYCLING			
STRATEGY	ACTION	MEASURE	RESULT
Provide a comprehensive waste management program to ensure the safe and responsible removal and treatment of local waste.	Continue to deliver kerbside waste collection, street sweeping, litter bin collection and hard rubbish collection services across the municipality.	Services delivered.	✓
Comment: Services delivered generally at a good standard.			
Develop and implement programs to reduce waste and increase rates of recycling within the community.	Introduce food waste collection as part of organics recycling services for the community.	Preparation and introduction complete.	✗
Comment: Food waste facility not available until January 2018. A detailed communications plan for this project has been developed.			

GRAFFITI REMOVAL			
STRATEGY	ACTION	MEASURE	
Deliver graffiti services that rapidly remove graffiti from Council owned assets and assist local residents and businesses to remove and prevent graffiti.	Prompt removal of graffiti from Council owned assets.	Ninety per cent of graffiti reported removed within five working days.	✓
Comment: All reported graffiti removed within agreed response times.			
	Assist with the removal of graffiti from private property where resources allow.	Ninety per cent of requests responded to within 10 working days.	✓
Comment: All reported graffiti removed within agreed response times.			

# SUSTAINABLE COMMUNITY ASSETS AND INFRASTRUCTURE

## STRATEGIC OBJECTIVE

To enhance and develop sustainable community assets and infrastructure to meet the needs of current and future generations.

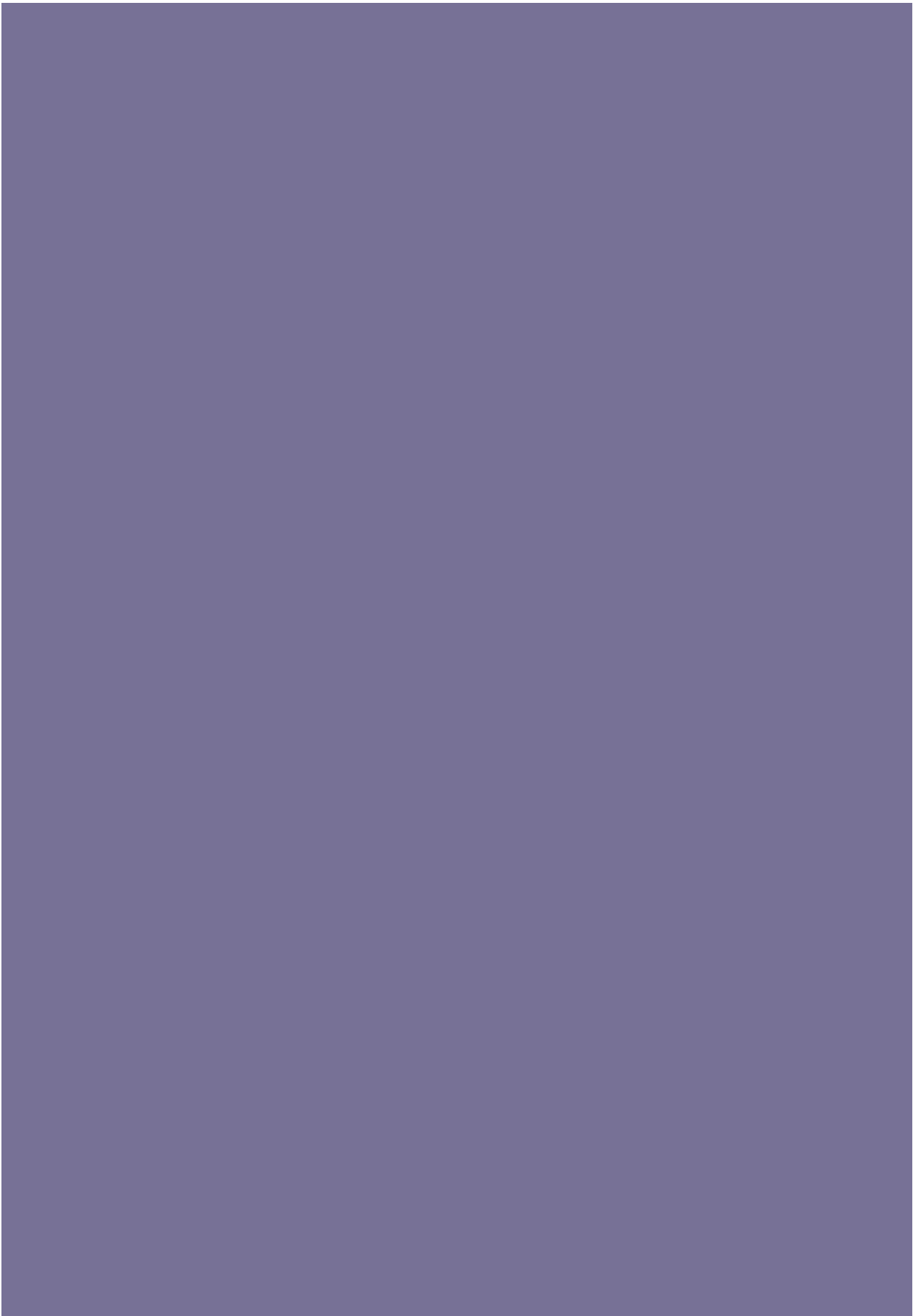
### DRAINAGE IMPROVEMENT AND FLOOD MITIGATION

Glen Eira City Council continued its commitment to renewing and upgrading its drainage networks by installing new conveyance as well as significant detention systems to reduce flood risk in the municipality.

Council spent \$3.86 million on its *Drainage Improvement and Flood Mitigation Sub Programs*. Works on stage two of the Lancaster catchment project to upgrade the Deakin Street and Hopetoun Court, Bentleigh East detention systems, were brought forward to 2016–17.

SUSTAINING OUR ASSETS			
STRATEGY	ACTION	MEASURE	RESULT
Deliver a strategic and informed program to renew, upgrade and build community assets to meet the current and future needs of the community.	Implement Council's <i>Road Reconstruction Sub-program</i> in accordance with Council's <i>Asset Management Strategy</i> .	Expend 90 per cent of the budgeted capital works program for road reconstruction.	✓
Comment: Expended more than 95 per cent of the budgeted capital works program for road reconstruction.			
	Deliver capital works program to renew, upgrade or build Council assets, community facilities and infrastructure.	Twenty five million dollars spent on capital works projects.	✓
Comment: Thirty five million dollars total spent on capital works projects.			
	Implement the <i>Public Toilet Strategy</i> including upgrading the Morton Avenue, Carnegie toilet.	Expend \$150,000 implementing the <i>Public Toilet Strategy</i> .	✓
Comment: The Morton Avenue, Carnegie, toilet will be rebuilt by the Level Crossing Removal Authority as part of the level crossing removal works and will open in 2018. The budget for implementing the <i>Public Toilet Strategy</i> was used to upgrade essential components to make them more reliable and extend their lives. Total expenditure on public toilet works was \$168,000.			
	Implement \$1.7 million to footpath upgrade capital program at various locations around the City in accordance with Council's <i>Road Management Plan</i> .	Expend 90 per cent of the budgeted capital works program for footpath installation.	✓
Comment: Completed with \$1.77 million expended.			
Maintain, renew and upgrade Council's drainage system to reduce the risk of flood damage.	Implement Council's <i>Drainage Improvement and Flood Mitigation Sub-programs</i> .	Expend 90 per cent of budget on Council's <i>Drainage Improvement and Flood Mitigation Sub-programs</i> .	✓
Comment: More than 90 per cent expended with some of the next years works brought forward.			
	Inspect Council drainage pits.	Ten thousand pits inspected.	✗
Comment: We inspected 4,705 Council drainage pits. Due to heavy floods, pit sucker vehicle and all drainage, staff have focussed on reactive work only. Pro-active works are to recommence when customer requests are dealt with.			
Improve the quality and cleanliness of Glen Eira's major activity and retail precincts to meet the needs of business, visitors and the community.	Progressively renew and revitalise shopping strip streetscapes.	Expend \$400,000 on revitalisation of shopping strip streetscapes.	✓
Comment: Expended \$417,368 on revitalisation of shopping strip streetscapes. Clarence Street, Bentleigh East upgrade is 95 per cent complete. The project seeks to revitalise the local shops and make the street safe for local school movements. A new strategic approach is being undertaken for upcoming years, to align with the new <i>Activity Centre, Housing and Local Economy Strategy</i> .			

REPLACING AND PLANTING STREET TREES			
STRATEGY	ACTION	MEASURE	RESULT
Continue to promote and support strategies to increase environmental biodiversity.	As part of the implementation of the <i>Street Tree Strategy</i> , plant additional street trees until vacant nature strip sites are filled.	Plant an additional 1,000 trees into vacant sites.	✓
Comment: Planted 1,039 trees into vacant sites as at 30 June 2017.			
CONSERVING OUR NATURAL RESOURCES			
Implement strategies to reduce the use of potable water, energy and natural resources of Council assets and operations.	Continue to support Council's commitment to purchasing green products.	Purchasing of green products in 2016–17 to meet or better Council's green expenditure in 2015–16.	✓
Comment: Purchasing of green products in 2016–17 exceeded Council's 2015–16 green expenditure.			
	Reduce energy consumption from existing buildings and lighting and increase use of renewable energy.	Invest \$800,000 in energy efficiency and renewable energy for existing Council buildings and lighting.	✓
Comment: Invested \$829,014 on energy efficiency and renewable energy for Council buildings and lighting. Works exceeded the anticipated amount as extra work was committed. All works completed before 30 June 2017.			
	Investigate feasibility of future energy efficiency and sustainability options.	Complete investigations into next best energy efficiency and renewable energy opportunities for Council-managed infrastructure. Subject to approval from the electricity distribution companies, replace HPNa street lights with a more energy efficient alternative.	✓
Comment: Investigations into next best energy efficiency and renewable energy opportunities for Council managed infrastructure is in progress. A project has been included in Council's capital works program to replace HPNa street lights with more energy efficient alternatives over the next three years.			
PROMOTING SUSTAINABLE LIVING			
STRATEGY	ACTION	MEASURE	RESULT
Support community members to reduce their impact on the environment.	Run regular, ongoing recycling education activities targeted to address key barriers. These are to include regular articles and promotional ads, community presentations, direct mail and promotion in languages other than English.	A total of 10 articles in <i>Glen Eira News</i> and <i>Leader Newspaper</i> ; three activities at community events, and promotions in languages other than English.	✓
Comment: Sixteen articles in <i>Glen Eira News</i> and 37 articles in <i>Leader</i> newspapers, three activities at community events and one article was presented in a language other than English. The <i>Recycling In Glen Eira</i> brochure was translated into five languages and distributed to culturally and linguistically diverse community groups and was made available on Council's website.			
	Facilitate sustainability education activities related to sustainable energy use, water conservation and biodiversity with community networks.	Facilitate 10 activities for the community, 10 for schools and children, 20 articles to be published.	✓
Comment: Facilitated 13 community activities, 10 activities for schools and children. A sustainability themed art project with 21 schools has been completed and was displayed in January and February 2017. There were 28 articles in the <i>Leader</i> newspapers and 56 articles in <i>Glen Eira News</i> .			
	Deliver the <i>Neighbourhood Sustainable Gardening Program</i> and the <i>Glen Eira Energy Saving Program</i> to support community in practical ways.	Ten per cent increase in the number of participants in the <i>Neighbourhood Sustainable Gardening Program</i> . Increase participation in the <i>Energy Saving Program</i> by 150.	✗
Comment: There was a 16 per cent increase in the number of <i>Neighbourhood Sustainable Gardening Program</i> participants — 134 new participants. Only 51 new participants engaged with Council's <i>Energy Saving Program</i> . Despite additional promotion and introduction of new products to the <i>Glen Eira Energy Saving Program</i> , community demand dropped significantly. This is thought to be because commercial providers in the marketplace have reduced their costs to access their programs. The program has been discontinued.			



# COMMUNITY BUILDING AND ENGAGEMENT

## STRATEGIC OBJECTIVE

To build a strong connected community that actively participates and engages with Council to improve outcomes for the community.

### CAPACITY BUILDING WORKSHOPS FOR COMMUNITY GROUPS

These sessions are held to build capacity and provide an opportunity for community groups to network and develop mutually beneficial working relationships that supports a range of community initiatives.

The first capacity building session, *Standing out in a crowd — marketing* was held in August 2016. The session was designed to help community groups think about how they market themselves and make themselves more visible in the community. Sixty seven people attended with 100 per cent satisfaction.

The second capacity building session — *Succession planning* — developing leadership for the future, was held in November 2016. This session focussed on community groups planning to ensure organisational sustainability. Thirty four people attended with 100 per cent satisfaction.

The third capacity building session — *Volunteers — recruiting, retaining and recognising*, was held in May 2017. This session was designed to assist groups to recruit and engage volunteers. Ideas for supporting and managing the volunteer efforts of community groups were explored. Fifty two people attended with 60 per cent satisfaction. The lower satisfaction rate compared to the previous workshops was attributed to the topic focusing more on volunteers for community organisations and not for volunteers for sporting groups.

All workshops were both capacity building and educational for community organisations and included networking opportunities.

COMMUNITY EVENTS			
STRATEGY	ACTION	MEASURE	RESULT
Provide a range of events, festivals and community celebrations to build social connectedness and promote community inclusion.	Provide at least 10 community celebrations, exhibitions and arts events including three <i>Party in the Park</i> celebrations, exhibitions of local artists' work, a <i>Storytelling Festival</i> , a series of musical events, three food and live entertainment events, and at least two group or thematic exhibitions and one feature exhibition in Glen Eira City Council's Gallery.	Ten community celebrations, exhibitions and events delivered with 75 per cent of participants satisfied based on exit surveys.	✓
<b>Comment:</b> Council delivered a series of <i>Springtime Music</i> events; three food and live entertainment events ( <i>Groove and Graze</i> ); three <i>Party in the Park</i> events; the <i>My Brother Jack Awards</i> (literary awards); <i>National Reconciliation Week</i> and the <i>Glen Eira Storytelling Festival</i> program. In addition to this, three curated exhibitions have been presented. All achieved in excess of an 85 per cent satisfaction rate with community members.			
	Foster business, employment and marketing opportunities to enhance the social and economic wellbeing of residents and traders.	Provide a minimum of seven Glen Eira women's business networking events and encourage business leadership through the <i>Small Business 2016</i> educational program and facilitate support for business to access mentors and students.	✗
<b>Comment:</b> Six Glen Eira <i>Women's Business</i> networking events were held in 2016–17. Council changed its approach to supporting the economic development of our City in 2016–17. It focused on providing forums and programs that facilitated the connection of local businesses and professionals to network, offer and receive support, share learning and collaborate. This shift in focus has meant that the current <i>Glen Eira Community Plan 2013–2017</i> measure for <i>Women's Business</i> networking events and <i>Small Business 2016</i> no longer apply. The <i>Mentor Partners Program</i> and <i>BusEd Program</i> , continue to operate with 20 local businesses being matched with mentors and Glen Eira businesses participating in 126 student projects involving over 650 students in 2016–17.			

COMMUNITY GROUPS			
STRATEGY	ACTION	MEASURE	RESULT
Provide a range of initiatives and programs to build strong and connected community groups.	Provide four newsletters to community groups to provide information about local community connectedness initiatives and grant opportunities.	Four newsletters produced and circulated to community groups.	✓
<b>Comment:</b> Four <i>Connect Newsletters</i> distributed, in August and November 2016, February 2017 and May 2017.			
	Deliver three capacity building sessions for community groups annually to promote effective and resilient community organisations.	Three capacity building sessions delivered to community groups.	✓
<b>Comment:</b> The first community building session was held on 10 August with 67 attendees with a 95 per cent satisfaction rate. The second was held on 2 November 2016 with 34 attendees with a 100 per cent satisfaction rate. The third was held on 17 May 2017 with 52 attendees and a 60 per cent satisfaction rate.			
	Implement the <i>Arts and Culture Strategy</i> .	Ninety per cent of 2016–17 actions complete.	✓
<b>Comment:</b> All <i>Arts and Culture Strategy</i> action items have been fully implemented. There are no <i>Arts and Culture Strategy</i> action items for 2016–17. A new strategy will be developed from 2017–18 onwards.			
	Fund Community Information Glen Eira (CIGE) to provide community information and referral services to support the community.	One hundred and thirty nine thousand dollars delivered to Community Information Glen Eira (CIGE) for community information and referral services.	✓
<b>Comment:</b> Provided \$148,873 to Community Information Glen Eira. A report will be presented to Council in July 2017 to consider funding options for Community Information Glen Eira.			
Support local community groups through the provision of community grants to assist groups to meet identified community needs.	Continue to implement Council's <i>Community Grants Program</i> with a funding priority encouraging community strengthening and inclusion.	Deliver at least \$350,000 in community grants to community groups to encourage community strengthening and inclusion activities.	✓
<b>Comment:</b> Delivered \$435,143 in Community Grants to community groups.			

ENCOURAGING VOLUNTEERISM			
STRATEGY	ACTION	MEASURE	RESULT
Actively encourage and promote volunteering opportunities within the local community and recognise the achievements of local volunteers.	Conduct <i>Volunteer Recognition Ceremony</i> .	<i>Volunteer Recognition Ceremony</i> conducted.	✓
<b>Comment:</b> Two Volunteer Recognition Ceremonies were held on 10 and 11 May 2017. Council presented 241 certificates received from 54 community organisations.			
	Provide funding for Community Information Glen Eira for the operation of Glen Eira Volunteer Resource Centre.	Twenty four thousand eight hundred and thirty nine dollars in funding provided to Community Information Glen Eira.	✗
<b>Comment:</b> Community Information Glen Eira received \$13,335 in March 2017. A report will be submitted to Council in July 2017 to consider future funding options for Community Information Glen Eira.			

ENGAGING THE COMMUNITY			
STRATEGY	ACTION	MEASURE	RESULT
Deliver a comprehensive range of community consultation processes that provide all members of the community with the opportunity to participate.	Deliver a range of consultation processes to maximise community participation.	Use e-newsletters, <i>Bang The Table</i> , questionnaires, surveys, public meetings and focus groups as part of consultation processes and ensure consultations comply with Council's <i>Community Engagement Strategy</i> .	✓
<b>Comment:</b> A range of consultations conducted, including the development of the <i>Glen Eira Council and Community Plan 2017–2021</i> , involving six public meetings, <i>Have Your Say</i> online engagement, promotion through newspapers, newsletters and social media.			
	Council e-newsletters distributed to provide information about community consultations and outcomes.	Four e-newsletters distributed annually and a 10 per cent increase in the number of subscribers.	✓
<b>Comment:</b> Six e-newsletters delivered to date: July, October, November, 2016 and January, April, May 2017. There are 378 subscribers as of 30 June 2017 bringing the annual increase of new subscribers to 14.1 per cent.			
	Update community signage to provide information about community consultations and outcomes.	Community signage updated at least four times each year.	✓
<b>Comment:</b> Council provides community signage at 12 locations across the municipality (in each ward — Camden, Rosstown and Tucker) publicising information about local events and issues. Community signage was updated in August and November 2016, March and May 2017.			
Communicate and engage with the local community by providing accurate and up-to-date information about local issues and how they will be addressed by Council.	Distribute <i>Glen Eira News</i> to all households in Glen Eira.	Eleven editions of <i>Glen Eira News</i> published annually.	✓
<b>Comment:</b> Eleven editions of <i>Glen Eira News</i> published.			
	Publish corporate advertisements providing information on local issues and activities.	Twenty two Council corporate advertisements published annually.	✓
<b>Comment:</b> Twenty four Council corporate advertisements published.			

# FINANCIAL SUSTAINABILITY

## FINANCIAL OVERVIEW

Council's financial position continues to remain sound. A summary of our performance is outlined below. Detailed information relating to Council's financial performance is included within the Financial Statements and Performance Statement section of the *Financial Report*.

The value of rateable property at 1 January 2016 was \$58 billion. Council is focused on generating funds to fix ageing community infrastructure and facilities while maintaining essential services at existing levels, and where possible, making improvements, especially in access and equity of services and the environmental sustainability of operations. Council's long-term financial strategy confirms this approach.

### FAST FACTS 2016–17

- **\$35 million of capital works completed**
- **\$29.43 million operating surplus**
- **\$153.68 million increase in net assets from \$2,024 million to \$2,178 million**
- **\$175.54 million revenue with 57.68 per cent coming from rates and charges**
- **\$146.12 million expenditure**
- **\$61.11 million holdings of cash/investments**
- **\$21.65 million of borrowings outstanding**

### OPERATING POSITION

Council's operating position for 2016–17 was a surplus of \$29.43 million. The operating result is higher than Council's *2016–17 Budget* by \$12.21 million. Factors contributing to this include:

- Higher than anticipated revenue from parking infringements income \$3.2 million.
- Higher than budgeted open space fee income \$2.31 million.
- Higher than anticipated operating grants due to the early receipt of the 2017–18 payment from the Victorian Grants Commission of \$1.83 million. The amount of \$1.83 million (50 per cent of the 2017–18 grants) was received for financial assistance and local roads funding during the 2016–17 financial year. At the time of approving the *2016–17 Budget*, Council had provided for the full amount to be received during 2017–18.
- Increased planning fee income of \$1 million due to changes in the planning and subdivision fee regulations from October 2016.
- Better than budget interest income of \$504,000, and rates and charges at \$232,000.
- Higher capital grants by \$290,000, due to additional funding received.
- Savings of \$1.68 million in employee costs, and lower depreciation and amortisation at \$1.01 million.

For further information, see Appendix 1, note 2(a) of the *Financial Report* starting on page 19.

### INCOME

Council's total revenue for the 2016–17 financial year was \$175.54 million, \$10.6 million favourable to budget (6.43 per cent). The main factors contributing to the favourable variance included:

- statutory fees and fines \$3.37 million;
- user fees \$1.34 million;
- operating grants \$2.1 million;
- monetary contributions \$2.31 million; and
- other income \$949,000.

**Rates and charges** revenue was in line with budget in 2016–17. Glen Eira City Council continues to have rates and charges much lower than the average of all inner metropolitan Councils (second lowest rates and charges revenue).

**Statutory fees and fines** were favourable to budget by \$3.37 million mainly due to a higher than anticipated revenue from parking infringements income of \$3.2 million. There was stricter law enforcement to emphasise safety around schools and balance trader and patron parking due to increased building activity and the grade separation works.

**User fees** were favourable to budget by \$1.34 million mainly due to increased town planning income of \$1 million. This increase in user fees is due to the new planning and subdivision fee regulations applicable from October 2016.

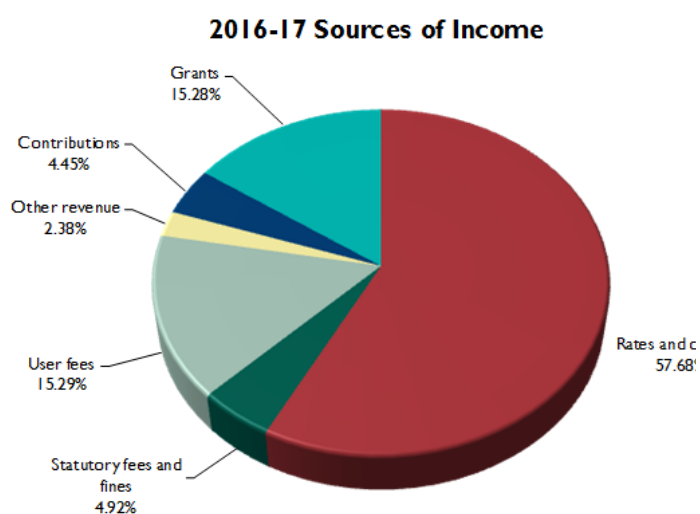
**Operating grants** were favourable to budget by \$2.10 million due to the Commonwealth Government announcement that 50 per cent of Council's Victorian Grants Commission funding would be prepaid in 2016–17. The amount of \$1.83 million (50 per cent of the 2017–18 grants) was received for financial assistance and local roads funding during the 2016–17 financial year.

**Other income** is higher than budget by \$949,000 due to Council's interest on investments being better than budget by \$504,000 and unbudgeted items such as liquidation of bank guarantees (relating to contractual disputes with the construction of capital works projects) of \$94,000 and income of \$211,000 in relation to the grade separation works (level crossing removal project) within the municipality.

**Monetary contributions** were higher due to better than anticipated open space fees exceeding the budget by \$2.31 million.

Refer to Figure 1.

**Figure 1.**



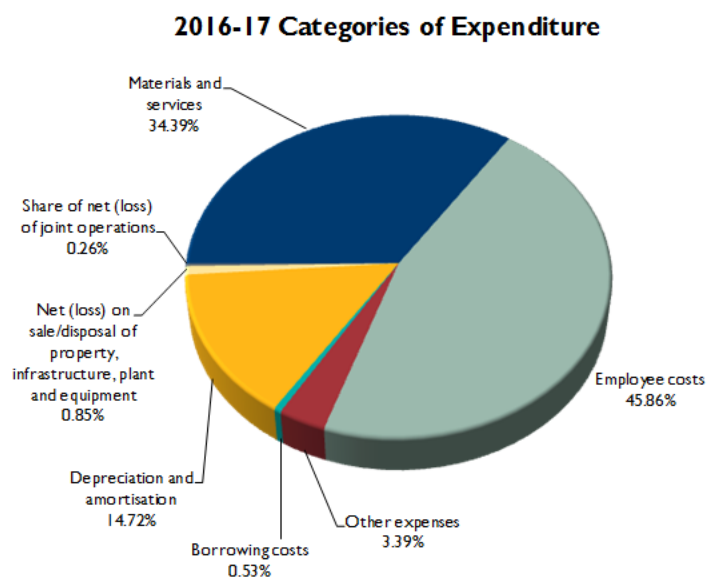
## EXPENSES

Council's total expenditure for 2016–17 was \$146.12 million (1.09 per cent favourable to budget).

Contributing to this favourable variance were employee costs of \$1.68 million and depreciation and amortisation expenses of \$1.01 million. This was partly offset by unfavourable variances in other expenses of \$512,000 and a share of net loss of joint operations of \$385,000.

Refer to Figure 2.

**Figure 2.**



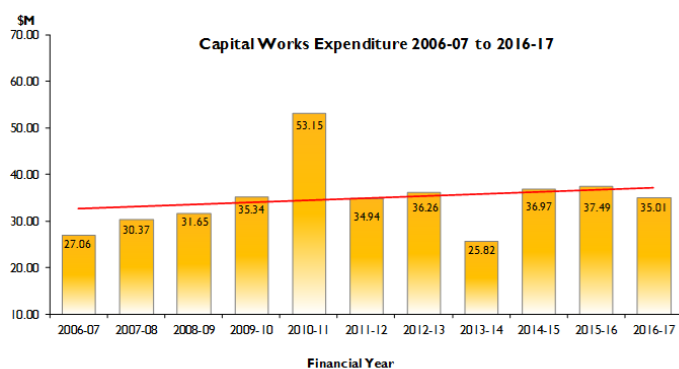
## CAPITAL INVESTMENT

During 2016–17, \$35 million was expended on capital. Variance to budget for new capital works was \$161,000 including the following major activities:

- Land: unbudgeted spend of \$3.5 million due to the acquisition of two land parcels during the 2016–17 year at Magnolia Road, Gardenvale and Aileen Avenue, Caulfield South.
- Buildings: underspent by \$924,000 due to works at Town Hall, Lord Hex Pavilion, Carnegie and Marlborough Pavilion, Bentleigh East continuing in 2017–18.
- Open space: under budget by \$1.18 million due to works not completed by yearend, which will be carried forward into 2017–18.

Refer to Figure 3.

**Figure 3.**



## ASSET EXPENDITURE CATEGORIES

The major asset expenditure categories of capital works were:

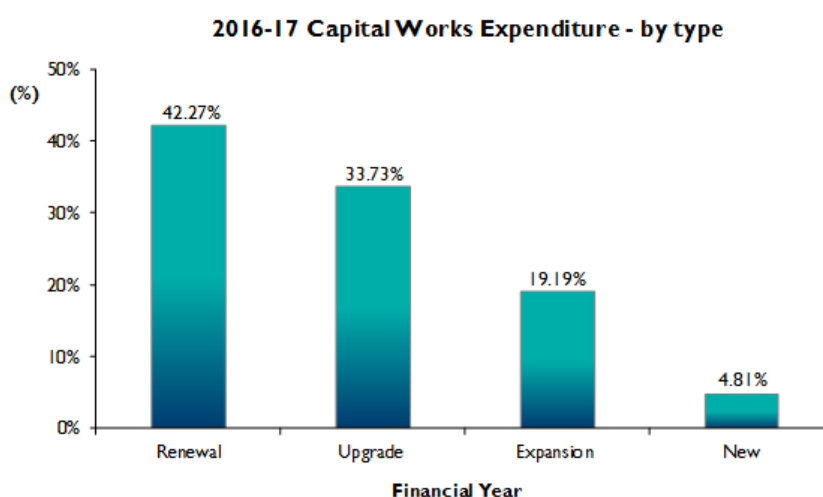
- land \$3.50 million;
- buildings \$2.80 million;
- plant and equipment \$3.91 million;
- roads \$7.43 million;
- footpaths \$1.76 million;
- drainage \$3.86 million;
- open space and recreation \$9.08 million;
- car parks \$698,000;
- streetscape works \$418,000; and
- carried forward projects from 2015–16 \$1.55 million.

For further information, see Appendix 1, note 2(b) of the *Financial Report* starting on page 22.

The \$35 million was comprised of renewal at 42.27 per cent (\$14.8 million); upgrade at 33.73 per cent (\$11.81 million); expansion at 19.19 per cent (\$6.72 million) and 4.81 per cent (\$1.68 million) of new expenditure.

Refer to Figure 4.

**Figure 4.**



## PUBLIC OPEN SPACE STRATEGY

Expenditure on open space projects for 2016–17 (\$8.21 million) relates to initiatives for: Booran Reserve equalling \$4.62 million; land acquisitions at 6 Aileen Avenue, Caulfield South, costing \$2.11 million; and 53 Magnolia Road, Gardenvale, costing \$1.48 million.

Contributions to the public open space reserve during the financial year relate to contributions received as public open space levies pursuant to the provisions of Section 18 of the *Subdivision Act 1988*. Council has achieved the new uniform levy rate of 5.7 per cent (*Planning Scheme Amendment C120*).

## MAJOR INITIATIVES

Council has a requirement to report on major initiatives pursuant to Section 127 of the *Local Government Act 1989*. The progress of the major initiatives for 2016–17 as at 30 June were:

- Booran Reserve: works at Booran reserve were completed and opened to the public on 7 April 2017.
- Marara Reserve: stage two works have commenced and are scheduled to be completed during 2017–18.
- Hopetoun Gardens: landscape enhancement works at Hopetoun Gardens were completed in early 2017.
- EE Gunn Reserve Oval 2: surfacing and warm season grass works on Oval 2 has commenced, with completion due in 2017–18.
- Bailey Reserve Oval 2: redevelopment of Oval 2, including warm season grass and new irrigation installation, was completed during 2016–17.
- Energy efficiency and renewable energy for existing Council buildings and lighting: \$983,000 was spent on sustainability initiatives, including the installation of LED lighting and replacement of insulation and power supply voltage regulators in Council buildings — cost \$533,000; the installation of solar energy systems on Council assets to generate renewable energy — cost \$217,000; and the upgrading of public park lighting to LEDs — cost \$233,000.

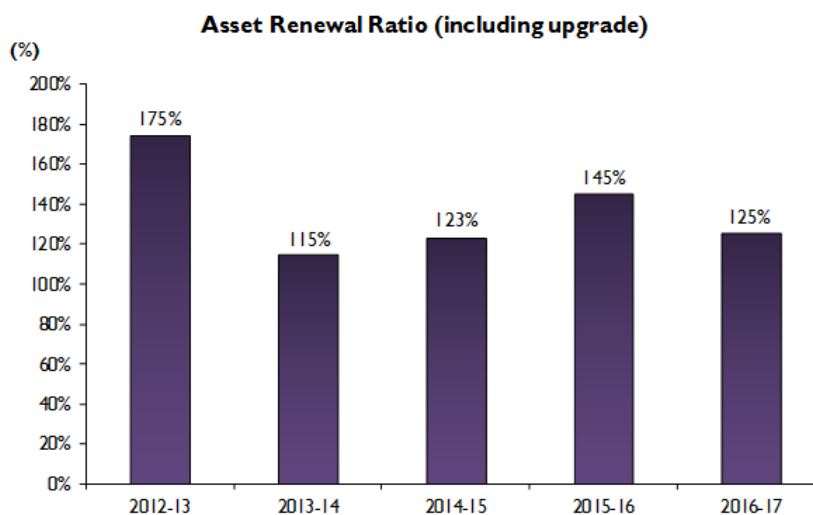
## ASSET RENEWAL

To bridge the infrastructure gap, Council invested \$35 million in renewing, upgrading and expanding assets during the 2016–17 year. This was funded from operations, without new borrowings.

Council's asset renewal ratio, which is measured by comparing asset renewal and upgrade expenditure to depreciation, was 125 per cent. This was due to a renewal expenditure of \$14.8 million and an upgrade expenditure of \$11.81 million.

Refer to Figure 5.

**Figure 5.**



## LIQUIDITY

Working capital is the excess of current assets above current liabilities. This calculation recognises that although Council has current assets, some of those assets are already committed to the future settlement of liabilities in the following 12 months, and are therefore not available for discretionary spending.

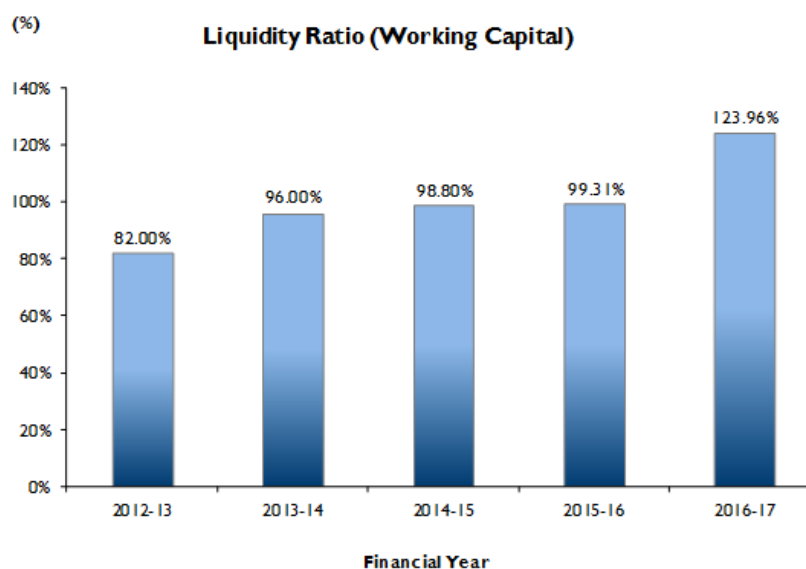
Cash and cash equivalents (including financial assets) was \$61.11 million as at 30 June 2017. This cash balance is sufficient to cover Council's short-term restricted assets, including trust funds and aged care deposits of \$29.87 million and funding for the public open space reserve at \$3.70 million.

Council needs to ensure working capital is maintained and that sufficient cash reserves are available to meet normal cash flow requirements. Council will continue to have a large investment in capital works projects. The liquidity ratio expresses the level of current assets the Council has available to meet its current liabilities.

Council should hold sufficient cash to cover 'Restricted Assets' such as: Residential Aged Care Deposits; Public Open Space Reserve; Contract Deposits; and Fire Services Property Levy.

Refer to Figure 6.

**Figure 6.**



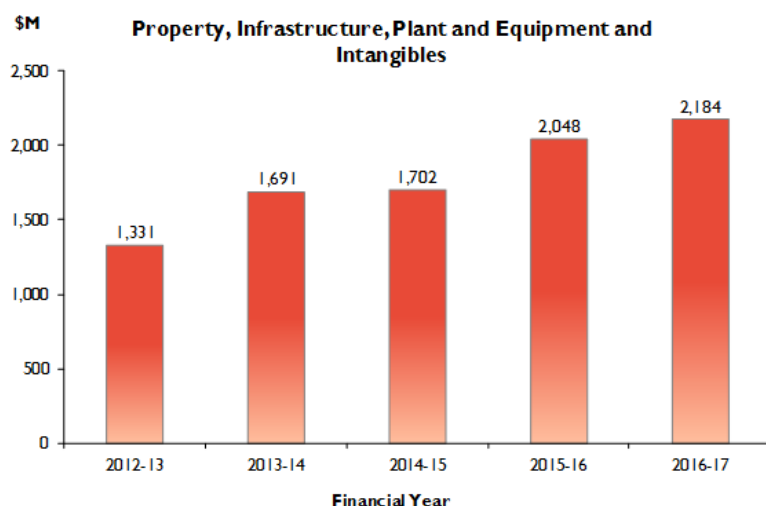
## ASSETS

Council's asset base increased from \$2,108 million to \$2,261 million, mostly due to the increased value of Council's fixed assets — up from \$2,048 million to \$2,184 million.

Consistent with the historical trend, property, infrastructure, plant and equipment has increased due to the impact of Council's revaluation of assets, the net result of the capital works program, depreciation of assets and the sale of property, plant and equipment.

Refer to Figure 7.

**Figure 7.**



## LOOKING AHEAD

As part of the *Glen Eira Council and Community Plan 2017–2021*, Council has prepared a *Strategic Resource Plan* for the 10 years 2017–18 to 2026–27. In order to achieve financial sustainability in the medium to long-term, the *Plan* has the following financial objectives:

- Manage finances appropriately within the constraints set by the State Government's rate capping regime.
- Funds are to provide for additional public open space and to renew and upgrade our ageing assets and community facilities.
- Maintain essential services at not less than current levels.
- Set fee increases that are manageable and sustainable.
- Focus on continuous improvement.
- Keep day-to-day costs and rates below our peers.

The *2017–18 Annual Budget* is based on a rate increase of two per cent. This is in line with the new Fair Go Rates System (FGRS) which has capped rates increases by Victorian councils to the forecast movement of two per cent in the Consumer Price Index (CPI). Council elected not to apply to the Essential Services Commission (ESC) for a variation.

Our focus for the 2017–18 year is to continue to deliver on the projects and services that make our City a great place to live and respond to the challenges we are currently facing. These challenges include:

- Provide top-up funding for services that we provide on behalf of the State and Federal Governments to the local community (such as school crossing supervision); over time the funds received by local governments have not increased inline with real cost increases, leaving a gap.
- Increase investment in the maintenance of our ageing community and infrastructure assets.
- Respond to growth and increasing diversity in the population within the municipality.

To support Council's \$2.19 billion of community assets, new capital expenditure is projected at \$34.08 million for asset renewals, upgrades and

expansions. Highlights of the capital works program include the following:

- Priority items, such as the renewal and upgrade of Council's major infrastructure assets. These include: road reconstruction (\$5.19 million), *Drainage Improvement Program* (\$3.57 million), footpaths (\$2.01 million), and local road resurfacing (\$1.5 million).
- Building works comprising buildings and building improvements, and the upgrade and renewal of community facilities such as municipal offices, sports facilities, and pavilions (\$5.53 million).
- Open space, including initiatives such as parks, playing surfaces, and playground equipment (\$8.83 million).
- Environmental initiatives including planting warm season grasses, Council's *Bicycle Strategy* (continuation of off-road paths, extensions to the on-road network and works to improve existing conditions), installation of LED lights, park lighting energy efficiency upgrade, and photovoltaic systems on Council assets to generate renewable energy (\$1.92 million).
- Transport and planning, comprising safety projects at cross intersections, pedestrian safety and speed limits, school safety, shopping centres, sustainable transport, and disabled parking upgrades (\$1.2 million).
- Plant and equipment, including plant, machinery and equipment, information technology and telecommunications, and library collections (\$5.51 million).

The *Budget* was developed through a rigorous process of consultation and review and Council endorses it as financially responsible.

## 2016–17 FINANCIAL REPORT

### FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT FOR THE YEAR ENDED 30 JUNE 2017

**SEE APPENDIX ONE, PAGE 109.**

# CORPORATE GOVERNANCE

## LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK

FOR THE YEAR ENDED 30 JUNE 2017

The *Local Government Performance Reporting Framework* is a mandatory system of performance reporting for all councils.

The regulations set out our reporting requirements for Local Government in four broad areas.

— A governance and management checklist of 24 items.

— A set of prescribed service indicators, which aim to measure efficiency and effectiveness of a range of Local Government services.

— A set of four sustainability capacity indicators, which aim to assess councils ability to meet agreed service and infrastructure needs.

— A set of 12 financial performance indicators, which aim to provide information on the effectiveness of financial management.

### GOVERNANCE AND MANAGEMENT CHECKLIST

Governance and management items	Assessment	Outcome
<b>Community engagement policy</b> (Policy outlining Council's commitment to engaging with the community on matters of public interest)	Policy	✓
	Date of operation of current policy	1/07/2014
<b>Community engagement guidelines</b> (Guidelines to assist staff to determine when and how to engage with the community)	Guidelines	✓
	Date of operation of current guidelines	1/07/2014
<b>Strategic Resource Plan</b> (Plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next four financial years)	Adopted in accordance with section 126 of the Act	✓
	Date of adoption	27/06/2017
<b>Annual Budget</b> (Plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Adopted in accordance with section 130 of the Act	✓
	Date of adoption	27/06/2017
<b>Asset management plans</b> (Plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Plans	✓
	Date of operation of current plans	Includes the: — <i>Asset Management Strategy</i> (25/11/2014); — <i>State of Community Assets Report</i> (17/3/2015); — <i>Roads and Laneways Asset Management Plan</i> (December 2015); — <i>Footpaths Plan</i> (November 2014); — <i>Building Services Management Plan</i> (March 2014); — <i>Stormwater Drainage Asset Management Plan</i> (November 2015); and — <i>Recreation Asset Management Plan</i> (May 2013).

## GOVERNANCE AND MANAGEMENT CHECKLIST (CONTINUED)

Governance and management items	Assessment	Outcome
<b>Rating Strategy</b> (Strategy setting out the rating structure of Council to levy rates and charges)	<i>Strategy</i>	✓
	Date of operation of current <i>Strategy</i>	27/06/2017
<b>Risk policy</b> (Policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Policy	✓
	Date of operation of current policy	2/09/2014
<b>Fraud policy</b> (Policy outlining Council's commitment and approach to minimising the risk of fraud)	Policy	✓
	Date of operation of current policy	8/04/2015
<b>Municipal Emergency Management Plan</b> (Plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i>	✓
	Date of preparation	4/12/2015
<b>Procurement policy</b> (Policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the <i>Local Government Act</i>	✓
	Date of approval	13/06/2017
<b>Business Continuity Plan</b> (Plan setting out the actions that will be taken to ensure key services continue to operate in the event of a disaster)	<i>Plan</i>	✓
	Date of operation of current <i>Plan</i>	30/04/2014
<b>Disaster Recovery Plan</b> (Plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	<i>Plan</i>	✓
	Date of operation of current <i>Plan</i>	13/05/2015
<b>Risk Management Framework</b> (Framework outlining Council's approach to managing risks to the Council's operations)	<i>Framework</i>	✓
	Date of operation of current <i>Framework</i>	1/03/2008
<b>Audit Committee</b> (Advisory Committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Established in accordance with section 139 of the Act	✓
	Date of establishment	15/11/2016
<b>Internal audit</b> (Independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Engaged	✓
	Date of engagement of current provider	21/09/2015
<b>Performance Reporting Framework</b> (A set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	<i>Framework</i>	✓
	Date of operation of current <i>Framework</i>	30/06/2017

## GOVERNANCE AND MANAGEMENT CHECKLIST

Governance and management items	Assessment	Outcome
<b>Council plan reporting</b> (Report reviewing the performance of the Council against the <i>Council Plan</i> , including the results in relation to the strategic indicators, for the first six months of the financial year)	Report	✓
	Date of operation of current report	To Council every quarter: 30/8/2016; 20/12/2016; 28/2/2017 and 2/5/2017.
<b>Financial reporting</b> (Quarterly statements to Council under section 138 of the <i>Act</i> comparing budgeted revenue and expenditure with actual revenue and expenditure)	Statements presented to Council in accordance with section 138(1) of the <i>Act</i>	✓
	Dates statements presented	Financial reporting to Council is performed monthly until year-end; Dates statements presented: 30/8/16; 10/10/16; 15/11/16; 29/11/16; 20/12/16; 7/2/17; 28/2/17; 21/3/17; 2/5/17 and 23/5/17.
<b>Risk reporting</b> (Six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports	✓
	Date of reports	To Audit Committee every quarter: 19/8/2016; 24/11/2016; 17/2/2017 and 26/5/2017.
<b>Performance reporting</b> (Six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the <i>Act</i> )	Reports	✓
	Date of report	Financial Reporting to Council on a monthly basis and non-financial reporting provided to Council on a quarterly basis. Dates statements/reports presented: 30/8/16; 10/10/16; 15/11/16; 29/11/16; 20/12/16; 7/2/17; 28/2/17; 21/3/17; 2/5/17 and 23/5/17.  Audit Committee received reports covering the <i>Local Government Performance Reporting Framework</i> on 19/8/2016; 24/11/2016 and 26/5/2017.
<b>Annual Report</b> (Annual Report under sections 131, 132 and 133 of the <i>Act</i> to the community containing a report of operations and audited financial performance statements)	Considered at a Council Meeting in accordance with section 134 of the <i>Act</i>	✓
	Date of consideration	18/10/2016
<b>Councillor Code of Conduct</b> (Code under section 76C of the <i>Act</i> setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Reviewed in accordance with section 76C of the <i>Act</i>	✓
	Date reviewed	14/02/2017
<b>Delegations</b> (A document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Reviewed in accordance with section 98(6) of the <i>Act</i>	✓
	Date reviewed	9/8/2016 and 2/5/2017
<b>Meeting procedures</b> (A local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the <i>Act</i>	✓
	Date local law made	24/11/2009

I certify that this information presents fairly the status of Council's governance and management arrangements.



**Rebecca McKenzie**  
**CHIEF EXECUTIVE OFFICER**

Dated: 28 September 2017



**Councillor Mary Delahunty**  
**MAYOR**

Dated: 28 September 2017

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

The results contained in the *Local Government Performance Reporting Framework* indicators below have not been rounded.

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>AQUATIC FACILITIES</b>				
<b>Service standard</b>				
Health inspections of aquatic facilities  [Number of authorised officer inspections of Council aquatic facilities/number of Council aquatic facilities]	4.00	4.00	5.5	The Public Health area aims to inspect and test all Council-owned aquatic facilities at least quarterly.
<b>HEALTH AND SAFETY</b>				
Reportable safety incidents at aquatic facilities  [Number of WorkSafe reportable aquatic facility safety incidents]	8.00	12.00	9.00	The result for this measure has decreased from 2015-16; this is a positive result.
<b>Service cost</b>				
Cost of indoor aquatic facilities  [Direct cost of indoor aquatic facilities less income received/number of visits to indoor aquatic facilities]	-\$2.27	-\$2.61	-\$1.93	Glen Eira Sports and Aquatic Centre delivers an operational surplus. This reflects uses of a diverse range of facilities including aquatics, gymnasium, child care, hydrotherapy, indoor stadium and fitness classes. The surplus per visit shows a decrease year-on-year. This decrease reflects significantly higher visits to the aquatic facility than previous years. A new overhead people counting system has been installed which is much more accurate than the older visitor counting system. The facility is meeting community needs and expectations.
Cost of outdoor aquatic facilities  [Direct cost of outdoor aquatic facilities less income received/number of visits to outdoor aquatic facilities]	\$3.98	\$4.97	\$4.42	This measure has improved from the previous year due to a reduction in overall cost. Council will be considering redevelopment of the facility over coming years to improve customer experience.
<b>Utilisation</b>				
Utilisation of aquatic facilities  [Number of visits to aquatic facilities /municipal population]	7.97	8.16	10.39	The Glen Eira Sports and Aquatic Centre (GESAC) delivers a diverse range of facilities including aquatics, gymnasium, child care, hydrotherapy, indoor stadium and fitness classes. A new overhead people counting system has been installed which is much more accurate than the older visitor counting system and reflects a higher level of visits to GESAC
<b>ANIMAL MANAGEMENT</b>				
<b>Timeliness</b>				
Time taken to action animal management requests  [Number of days between receipt and first response action for all animal management requests/number of animal management requests]	0.00	1.42	1.31	Whilst Council received more complaints in the latest period compared to the previous period, we managed to improve our response times by reviewing our processes achieving greater efficiency.
<b>Service standard</b>				
Animals reclaimed  [Number of animals reclaimed/number of animals collected] x100	70%	67.19%	63.33%	

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>ANIMAL MANAGEMENT (CONTINUED)</b>				
<b>Service cost</b>				
Cost of animal management service  [Direct cost of the animal management service/number of registered animals]	\$39.45	\$43.71	\$38.63	2016–17 animal management costs are more in line with expected costs and somewhat comparable with the 2014–15 figures. However, the unusually high figures for 2015–16 years can be attributable to the higher than normal legal costs expended on several contested and protracted cases.
<b>Health and safety</b>				
Animal management prosecutions  [Number of successful animal management prosecutions]	16.00	13.00	4.00	Successful education and patrols over the past twelve months has resulted in the reduction of serious dog attacks
<b>FOOD SAFETY</b>				
<b>Timeliness</b>				
Time taken to action food complaints  [Number of days between receipt and first response action for all food complaints/number of food complaints]	0.00	1.64	2.00	From 1 July 2016, 'Time taken to action food complaints' will be reported by calendar year. Previously this indicator was reported by financial year. This has been implemented to better align reporting with the Department of Health and Human Services. This may result in some variances year on year.
<b>Service standard</b>				
Food safety assessments  [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the <i>Food Act 1984</i> / number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i> ] x100	105%	102.86%	103.21%	
<b>Service cost</b>				
Cost of food safety service  [Direct cost of the food safety service/number of food premises registered or notified in accordance with the <i>Food Act 1984</i> ]	\$657.95	\$638.83	\$606.38	
<b>Health and safety</b>				
Critical and major non-compliance outcome notifications  [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up/number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	100.00%	100.00%	98.52%	From 1 July 2016, 'Critical and major non-compliance outcome notifications' will be reported by calendar year. Previously this indicator was reported by financial year. This has been implemented to better align reporting with the Department of Health and Human Services. This may result in some variances year on year.

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>GOVERNANCE</b>				
<b>Transparency</b>				
Council decisions made at meetings closed to the public	14%	15.53%	5.86%	
[Number of Council resolutions made at Ordinary or Special Meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public/number of Council resolutions made at Ordinary or Special Meetings of Council or at meetings of a special committee consisting only of Councillors] x100				
<b>Consultation and engagement</b>				
Satisfaction with community consultation and engagement	56.00	51.00	54.00	
[Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]				
<b>Attendance</b>				
Councillor attendance at Council Meetings	95.00%	91.79%	93.89%	Councillor commitment is demonstrated by their regular attendance at meetings. Councillor attendance numbers are affected by days of illness and other leave. On all occasions, Councillors have submitted an apology with leave granted by Council.
[The sum of the number of Councillors who attended each Ordinary and Special Council Meeting / (number of Ordinary and Special Council meetings) x (number of Councillors elected at the last Council general election)] x100				
<b>Service cost</b>				
Cost of governance	\$43,767.44	\$43,075.00	\$40,379.33	
[Direct cost of the governance service/number of Councillors elected at the last Council general election]				
<b>Satisfaction</b>				
Satisfaction with Council decisions	60.00	54.00	55.00	
[Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]				
<b>HOME AND COMMUNITY CARE (HACC)</b>				
<b>Timeliness</b>				
Time taken to commence the HACC Service	0.00	13.00	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
[Number of days between the referral of a new client and the commencement of HACC Service/number of new clients who have received a HACC service]				
<b>Service standard</b>				
Compliance with Community Care Common Standards	83.33%	83.33%	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
[Number of Community Care Common Standards expected outcomes met/number of expected outcomes under the Community Care Common Standards] x100				

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>HOME AND COMMUNITY CARE (HACC) (CONTINUED)</b>				
<b>Service cost</b>				
Cost of domestic care service  [Cost of the domestic care service/ hours of domestic care service provided]	\$0.00	\$43.24	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Cost of personal care service  [Cost of the personal care service/ hours of personal care service provided]	\$0.00	\$42.98	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Cost of respite care service  [Cost of the respite care service/ hours of respite care service provided]	\$0.00	\$53.37	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<b>Participation</b>				
Participation in HACC service  [Number of people that received a HACC service / municipal target population for HACC services] x100	26.00%	24.49%	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
Participation in HACC service by culturally and linguistically diverse (CALD) people  [Number of CALD people who receive a HACC service/municipal target population in relation to CALD people for HACC services] x100	21.51%	20.00%	-	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<b>LIBRARIES</b>				
<b>Utilisation</b>				
Library collection usage  [Number of library collection item loans/number of library collection items]	7.87	8.31	8.21	
<b>Resource standard</b>				
Standard of library collection  [Number of library collection items purchased in the last five years/number of library collection items] x100	71.00%	70.75%	73.17%	
<b>Service cost</b>				
Cost of library service  [Direct cost to Council of the library service/number of visits]	\$5.78	\$5.83	\$5.54	

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
LIBRARIES (CONTINUED)				
Participation				
Active library members	17.00%	17.18%	16.88%	
[Number of active library members/municipal population] x100				
MATERNAL AND CHILD HEALTH (MCH)				
Satisfaction				
Participation in first MCH home visit	105.09%	103.57%	104.13%	
[Number of first MCH home visits/number of birth notifications received] x100				
Service standard				
Infant enrolments in the MCH Service	100.00%	99.19%	100%	
[Number of infants enrolled in the MCH Service (from birth notifications received) / number of birth notifications received] x100				
Service cost				
Cost of MCH Service	\$0.00	\$81.68	\$75.16	
[Cost to Council of the MCH Service hours worked by MCH nurses]				
Participation				
Participation in the MCH Service	87.00%	87.51%	87.37%	
[Number of children who attend the MCH Service at least once (in the year) /number of children enrolled in the MCH Service] x100				
Participation in the MCH Service by Aboriginal children	88.00%	92.86%	109.09%	Twelve Aboriginal children were seen for Key Ages Stages visits throughout the year. At some stage during the year, one of these children has moved out of the council. We now only have 11 Aboriginal children enrolled at Glen Eira at year end.
[Number of Aboriginal children who attend the MCH Service at least once (in the year) / number of Aboriginal children enrolled in the MCH Service] x100				
ROADS				
Participation				
Sealed local road requests	41.25	56.74	66.20	There is an increase in the number of sealed local roads requests in the 2015–16 and 2016–17 reporting periods because of Railway Level Crossing Removal projects and large scale private developments in the Municipality. This is a result of an increase in heavy vehicle usage of the local roads causing some damage, potholes and deterioration.
[Number of sealed local road requests/kilometres of sealed local roads ] x100				
Condition				
Sealed local roads below the intervention level	97.00%	95.37%	96.58%	
[Number of kilometres of sealed local roads below the renewal intervention level set by Council/kilometres of sealed local roads] x100				

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>ROADS (CONTINUED)</b>				
<b>Service cost</b>				
Cost of sealed local road reconstruction  [Direct cost of sealed local road reconstruction/square metres of sealed local roads reconstructed]	\$91.45	\$125.56	\$126.16	Council's asset renewal processes determine which local roads will be prioritised for work each year. The works are undertaken by contractors following a competitive procurement process. Individual road reconstruction costs can vary depending on the extent of reconstruction specified for each project.
Cost of sealed local road resealing  [Direct cost of sealed local road resealing/square metres of sealed local roads resealed]	\$19.38	\$17.65	\$17.61	
<b>Satisfaction</b>				
Satisfaction with sealed local roads  [Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]	74.00	69.00	67.00	This measure is derived from the State Government's <i>Community Satisfaction Survey</i> . Main roads within the municipality are the responsibility of VicRoads whilst lesser roads are the responsibility of Local Government. The <i>Survey</i> does not differentiate between the responsibilities of State and Local Government. This measure risks measuring satisfaction with VicRoads and attributing it to councils.
<b>STATUTORY PLANNING</b>				
<b>Timeliness</b>				
Time taken to decide planning applications  [The median number of days between receipt of a planning application and a decision on the application]	72.00	90.00	103.00	The increase in number and complexity of applications coupled with a substantial increase in the number of appeals has resulted in an increase in the time taken to decide planning applications. The Town Planning Department has conducted a service review that will be implemented during the 2017–18 financial year that will improve service standards and the time taken to decide planning applications.
<b>Service standard</b>				
Planning applications decided within required time frames  [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	77%	61.98%	57.81%	From 1 July 2016 this indicator will be updated to include VicSmart planning applications which should be assessed within 10 days. This may result in some variances year on year.
<b>Service cost</b>				
Cost of statutory planning service  [Direct cost of the statutory planning service/number of planning applications received]	\$2,341.87	\$2,211.86	\$2,287.66	The cost of service remains fairly consistent despite the overall increase in application numbers.
<b>Decision-making</b>				
Council planning decisions upheld at VCAT  [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application/number of VCAT decisions in relation to planning applications] x100	59%	56.86%	41.80%	During the last 12 months there has been an increase in the number of appeals for applications refused by Council. This has resulted in a decrease in the number of Council's decisions upheld at VCAT. VCAT is legally required to take account of Council's planning scheme policies but is not legally required to apply them. Further, applicants can change their plans significantly before they get to VCAT so VCAT may be considering a quite different proposal to the one decided by Council. It follows that VCAT is often not making the same decision as Council. The measure does not capture mediated outcomes.

# STATE GOVERNMENT SERVICE PERFORMANCE INDICATORS FOR THE YEAR ENDED 30 JUNE 2017

SERVICE / Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>WASTE COLLECTION</b>				
<b>Satisfaction</b>				
Kerbside bin collection requests	161.80	122.64	116.90	
[Number of kerbside garbage and recycling bin collection requests/number of kerbside bin collection households] x1000				
<b>Service standard</b>				
Kerbside collection bins missed	3.33	1.20	1.18	
[Number of kerbside garbage and recycling collection bins missed/number of scheduled kerbside garbage and recycling collection bin lifts] x10,000				
<b>Service cost</b>				
Cost of kerbside garbage bin collection service	\$114.93	\$114.61	\$115.29	
[Direct cost of the kerbside garbage bin collection service/number of kerbside garbage collection bins]				
Cost of kerbside recyclables collection service	\$9.19	\$10.08	\$10.80	
[Direct cost of the kerbside recyclables bin collection service /number of kerbside recyclables collection bins]				
<b>Waste diversion</b>				
Kerbside collection waste diverted from landfill	43%	44.18%	45.28%	
[Weight of recyclables and green organics collected from kerbside bins/weight of garbage, recyclables and green organics collected from kerbside bins] x100				

## Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the *Aboriginal Heritage Act 2006*

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the *Home and Community Care* program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985* of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*

## SUSTAINABLE CAPACITY INDICATORS

FOR THE YEAR ENDED 30 JUNE 2017

Indicator / Measure	Results 2015	Results 2016	Results 2017	Material variations
<b>Population</b>				
Expenses per head of municipal population [Total expenses/municipal population]	\$928.91	\$1,023.01	\$970.70	Shows a reduction in expenses for 2016–17 as a result of one-off items in 2015–16 including: the restructuring of existing loan facilities \$4.93m and the payment to the Clayton Landfill Site of \$1.94m relating to undercharges.
Infrastructure per head of municipal population [Value of infrastructure/municipal population]	\$3,207.12	\$3,218.36	\$3209.91	
Population density per length of road [Municipal population/kilometres of local roads]	289.86	294.37	299.49	
<b>Own-source revenue</b>				
Own-source revenue per head of municipal population [Own-source revenue/municipal population]	\$834.01	\$910.61	\$935.63	2016–17 rate income incurred in line with Council's <i>Strategic Resource Plan</i> and additional revenue from parking infringements income and open space contributions.
<b>Recurrent grants</b>				
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$164.92	\$147.13	\$170.20	Increase in recurrent grants due to the Commonwealth Government announcement that 50 per cent of Council's Victorian Grants Commission funding would be prepaid in 2016–17. The amount of \$1.84m (50 per cent of the 2017–18 grants) was received for financial assistance and local roads funding during the 2016–17 financial year.
<b>Disadvantage</b>				
Relative socio-economic disadvantage [Index of relative socio-economic disadvantage by decile]	10.00	10.00	10.00	

### Definitions

"adjusted underlying revenue" means total income other than —

(a) non-recurrent grants used to fund capital expenditure; and

(b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash

# FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2017

DIMENSIONS / Indicator / Measure	Results			Forecasts				Material variations
	2015	2016	2017	2018	2019	2020	2021	
<b>EFFICIENCY</b>								
<b>Revenue level</b>								
Average residential rate per residential property assessment	\$1,415.61	\$1,485.03	\$1,521.45	\$1,549.42	\$1,572.02	\$1,599.97	\$1,628.51	Movements in line with Council's <i>Strategic Resource Plan</i> .
[Residential rate revenue/number of residential property assessments]								
<b>Expenditure level</b>								
Expenses per property assessment	\$2,149.69	\$2,332.85	\$2,230.99	\$2,341.25	\$2,360.19	\$2,382.49	\$2,417.85	Shows a reduction in expenses for 2016–17 as a result of one-off items in 2015–16 including: the restructuring of existing loan facilities \$4.93m and the payment to the Clayton Landfill Site of \$1.94m relating to undercharges.
[Total expenses/number of property assessments]								
<b>Workforce turnover</b>								
Resignations and terminations compared to average staff	9.82%	11.48%	9.23%	10.69%	10.69%	10.69%	10.69%	The workforce turnover indicator has seen a reduction from 2015–16. The movements are attributable to normal variances in operational departures.
[Number of permanent staff resignations and termination/average number of permanent staff for the financial year] × 100 [depreciation] × 100								
<b>LIQUIDITY</b>								
<b>Working capital</b>								
Current assets compared to current liabilities	98.80%	99.31%	123.96%	117.86%	112.96%	107.83%	103.66%	Increase in 2016–17 relates to: higher than anticipated income from parking infringements, open space contributions and brought forward income for Victorian Grants Commission funding. Forecast movements in line with Council's <i>Strategic Resource Plan</i> .
[Current assets/current liabilities] × 100								
<b>Unrestricted cash</b>								
Unrestricted cash compared to current liabilities	25.21%	28.15%	45.31%	26.16%	29.78%	23%	18.05%	Increase in 2016–17 relates to: higher than anticipated income from parking infringements, open space contributions and brought forward income for Victorian Grants Commission funding. Forecast movements in line with Council's <i>Strategic Resource Plan</i> .
[Unrestricted cash/current liabilities] × 100								

# FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2017

DIMENSIONS / Indicator / Measure	Results			Forecasts				Material variations
	2015	2016	2017	2018	2019	2020	2021	
<b>OBLIGATIONS</b>								
<b>Asset renewal</b>								
Asset renewal compared to depreciation [Asset renewal expenses/asset depreciation] x100	78.26%	82.14%	69.79%	79.03%	94.96%	83.73%	73.85%	Lower expenditure on asset renewal as a result of a reduced capital program in 2016–17. Forecast movements in line with Council's Strategic Resource Plan.
<b>Loans and borrowings</b>								
Loans and borrowings compared to rates [Interest bearing loans and borrowings/rate revenue] x100	23.35%	25.68%	21.38%	17.55%	13.83%	10.16%	6.62%	Borrowings restructured in June 2016, which resulted in a net financial benefit to Council. Reflects repayment of loan borrowings according to schedule. The principal loan was to build the Glen Eira Sports and Aquatic Centre.
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings/rate revenue] x100	3.21%	3.11%	3.94%	3.84%	3.71%	3.59%	3.48%	Borrowings restructured in June 2016, which resulted in a net financial benefit to Council. Reflects repayment of loan borrowings according to schedule.
<b>Indebtedness</b>								
Non-current liabilities compared to own source revenue [Non-current liabilities/own source revenue] x100	20.45%	19.44%	15.91%	13.17%	10.42%	7.64%	4.91%	Reflects Council's reduction in debt according to scheduled loan repayments.
<b>OPERATING POSITION</b>								
<b>Adjusted underlying result</b>								
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/adjusted underlying revenue] x100	9.32%	6.90%	16.20%	9.43%	10.13%	10.32%	10.36%	Underlying result for 2015–16 impacted by one-off, unbudgeted expenditure items. Increase for 2016–17 relates to: higher than anticipated income from parking infringements, open space contributions and brought forward income for Victorian Grants Commission funding.

# FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2017

DIMENSIONS / Indicator / Measure	Results			Forecasts				Material variations
	2015	2016	2017	2018	2019	2020	2021	
STABILITY								
Rates concentration								
Rates compared to adjusted underlying revenue	61.72%	61.12%	58.73%	61.36%	61.28%	61.65%	61.81%	Rates concentration was reduced in 2016–17 due to increased adjusted underlying revenue. This is a result of increased parking fees, increased planning and subdivision fees and prepayment of Victorian Grants Commission grant income.
[Rate revenue/adjusted underlying revenue] ×100								
Rates effort								
Rates compared to property values	0.19%	0.20%	0.17%	0.16%	0.16%	0.16%	0.15%	The reduction in 2016–17 reflects a large increase in property values throughout the municipality compared to capped rate increases.
[Rate revenue/capital improved value of rateable properties in the municipality] ×100								

## Definitions

"adjusted underlying revenue" means total income other than —

(a) non-recurrent grants used to fund capital expenditure; and

(b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"population" means the resident population estimated by Council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash

## ROLE OF COUNCIL

Local Government is a distinct and essential tier of government consisting of democratically elected councils having the functions and powers that Parliament considers are necessary to ensure the peace, order and good government of each municipal district (Section 74A(1) of the *Constitution Act 1975*).

Council governs for and on behalf of the Glen Eira community. Good governance is accountable, lawful, transparent, responsive, effective and efficient, equitable and inclusive.

Council's role, powers and functions are primarily governed by the *Local Government Act 1989 (Act)*. Under the *Act*, the main objective of a council is to endeavour to achieve the best outcomes for the local community having regard to the long-term and cumulative effects of decisions. Under the *Act*, the role of Council includes:

- acting as a representative government by taking into account the diverse needs of the local community in decision-making;
- providing leadership by establishing strategic objectives and monitoring their achievement;
- Maintaining the viability of Council by ensuring resources are managed in a responsible and accountable manner;
- advocating the interests of the local community to other communities and governments;
- acting as a responsible partner in government by taking into account the needs of other communities; and
- fostering community cohesion and encouraging active participation in civic life.

Council is responsible for setting the strategic direction of the municipality, establishing and guiding policies, setting service delivery standards and monitoring the performance of the organisation.

Glen Eira's nine Councillors are elected as representatives of all residents and ratepayers within the municipality.

Their broad roles and functions include:

- strategic planning for the whole of the municipality and a sustainable future;
- representation on behalf of all citizens;
- advocacy on a broad range of issues;
- co-ordination with other spheres of government, the private sector and non-government and community sectors;
- stewardship of the community's assets; and
- facilitation of community participation.

## DELEGATIONS

Not all decisions are made at Council Meetings. Most decisions of an operational nature are delegated to the Chief Executive Officer (CEO) who, in turn, may delegate responsibility to other Council staff, ensuring Council's activities are carried out effectively and efficiently. This system recognises the CEO's statutory responsibility in managing the day-to-day operations of the organisation. Decisions under delegation may only be exercised in accordance with Council policies.

## DEMOCRATIC GOVERNANCE

### ELECTORAL REPRESENTATION

Glen Eira is divided into three wards — Camden, Rosstown and Tucker — each with three Councillor representatives. Each ward currently contains more than 34,000 voters.

Pursuant to the *Act*, the Victorian Electoral Commission (VEC) is required to conduct an electoral representation review at least every 12 years. The last review was in 2011 and resulted in minor boundary changes between Camden and Rosstown Wards. The new boundary took effect for the 2012 Council elections.

The last general election was held on 22 October 2016. Councils across Victoria held a general election on that date for a four year term.

The Glen Eira election was conducted by postal voting in accordance with Council's resolution of 2 February 2016. The Victorian Electoral Commission conducted the election.

# COMPLIANCE

## DOCUMENTS AVAILABLE ON COUNCIL'S WEBSITE

A wide range of documents and publications are available to the public on Council's website at [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au). These include community plans, annual reports, annual budgets, the Local Law and Council-adopted policies and strategies.

In addition, certain documents and information are available for inspection by the public in accordance with the *Local Government Act 1989 (Act)* and *Local Government (General) Regulations 2015* as listed below.

Documents available for public inspection include:

- Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months, including the names of the Councillors or members of Council staff and the date, destination, purpose and total cost of the overseas or interstate travel.
- A register of the interests of Councillors, members of special committees and nominated officers consisting of the last three returns that those Councillors, members and officers were required to submit under this Section.
- Agendas for and minutes of Ordinary and Special Meetings held in the previous 12 months kept under Section 93 of the *Act* except if the minutes relate to parts of meetings, which have been closed to members of the public under Section 89 of the *Act*.
- A register of delegations kept under Sections 87(1) and 98(4) of the *Act*, including the date on which the last review under Section 86(6) and 98(6) of the *Act* took place.
- Details of all leases involving land which were entered into by Council as lessor, including the lessee and the terms and the value of the lease.
- A register of authorised officers appointed under Section 224(1A) of the *Act*.
- A list of donations and grants made by Council in the previous 12 months, including the names of persons or bodies, which have received a donation or grant and the amount of each donation or grant.
- Copies of election campaign donation returns.

## FREEDOM OF INFORMATION

Where documents are not available for public inspection or available on Council's website, then access to them may be sought in accordance with the *Freedom of Information Act 1982 (FOI Act)*. The *FOI Act* grants the public the right to seek access to all Council documents.

This general right of access is limited by a number of exceptions and exemptions, which have been prescribed to protect public interests and the private and business affairs of the people Council holds information on. The *FOI Act* has four main principles:

- The public has a right of access to information.
- Local governments are required to publish information on the documents they hold.
- People may request that inaccurate, incomplete, out-of-date or misleading information in their personal records be amended.
- People may appeal against a decision not to give access to the information or not to amend a personal record.

## FREEDOM OF INFORMATION REQUESTS

Requests for access to Council documents should initially be discussed with the relevant section of Council. Staff will attempt to provide the documents where permitted. Further enquiries concerning document access should be referred to Council's Freedom of Information Officer. Written requests for documents under the *FOI Act* must be sent via email to [foi@gleneira.vic.gov.au](mailto:foi@gleneira.vic.gov.au) marked for the attention of the freedom of information officer, or mailed to:

Freedom of Information Officer

Glen Eira City Council

PO Box 42

Caulfield South Vic 3162

The request must specify the document required or, if unable to do so, give sufficient detail to enable the relevant document to be located. The request should indicate the form of access required (eg. view original document under supervision or obtain copies) and include details of the applicant's name, address and telephone number for contact.

Applications must be accompanied by the prescribed fee. Other charges may also apply as prescribed by the Freedom of Information (Access Charges) Regulations 2014. Information about making an application is available on Council's website.

## FREEDOM OF INFORMATION REQUESTS RECEIVED 2012–13 TO 2016–17

DETAILS	2012–13	2013–14	2014–15	2015–16	2016–17
Total number of new requests	21	28	41	28	27
Requests determined not to be Freedom of Information Act requests	0	0	1	1	2
Access granted in full	4	0	0	0	5
Access granted in part	6	19	25	16	8
Other	4	5	5	1	1
Access denied in full	0	1	0	3	7
Requests still under consideration	3	3	7	5	2
Requests withdrawn	4	0	3	2	3
Number of decisions referred to the FOI Commission*					
*The right to request an internal review was abolished on 1 December 2012 and replaced with a referral right to the recently established FOI Commission.	1	0	2	2	4
Appeals lodged with VCAT	0	0	0	0	0

## PROTECTED DISCLOSURE

The *Protected Disclosure Act 2012 (Act)* replaced the *Whistleblowers Protection Act 2001* on 10 February 2013.

As required by the *Protected Disclosure Act 2012*, Council adopted a policy and a set of procedures relating to protected disclosures in August 2013. A full copy of the policy and procedures can be downloaded from Council's website at [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au) or obtained from Council's Service Centre.

The Act is designed to encourage and facilitate the disclosure of information about improper conduct by public officers, including Council officers or Councillors. The Act protects those people who disclose information and provides a framework for investigation and rectifying action.

The procedures adopted by Council establish a system for reporting disclosures of improper conduct or detrimental action by Council, its employees or Councillors. Disclosures relating to Council or its employees may be made to either Council's Protected Disclosure co-ordinator or directly to the Independent Broad-based Anti-corruption Commission (IBAC), the Ombudsman, the Victorian Inspectorate or the Chief Commissioner of Police. A disclosure about a Councillor must be made to IBAC or the Ombudsman. Disclosures may be made by Council employees, Councillors, councils or the public.

Council is committed to the Act's aims and objectives. Accordingly, Council:

- does not tolerate improper or corrupt conduct by its employees, officers or Councillors;
- supports disclosures being made that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources, and conduct involving a substantial risk to public health and safety or the environment; and
- will protect people who make disclosures from reprisals and give natural justice to the person who is the subject of the disclosure.

During 2016–17, there was one disclosure made to Council as required to be reported pursuant to the aforesaid legislation.

# STATUTORY REPORTING

## BEST VALUE

The *Best Value* model is a key component of Council's continuous improvement program. *Best Value* principles allow Council to benchmark services, assess its efficiency and gauge the extent to which it meets community needs. The aim is to improve the responsiveness, quality, efficiency, accessibility and value of the services Council provides to the community. The State Government introduced *Best Value* legislation in 1999 to replace compulsory competitive tendering. *Best Value Victoria* aims to ensure Local Government services are the best available and that they meet the needs of the community.

### FRAMEWORK

The *Local Government Act 1989* requires the six *Best Value* principles be applied to all Council services since 31 December 2005. These are:

1. Best quality and value-for-money.
2. Responsiveness to community needs.
3. Accessibility of services to those who need them.
4. Continuous improvement of services.
5. Community consultation on all services and activities.
6. Regular community reporting on Council achievements.

### CONTINUOUS IMPROVEMENT

Council is now in its 16th year of *Best Value*. Council continues to use *Best Value* to assist in continuous improvement. A focus on continuous improvement helps to ensure the process is not seen simply as a once-off service review but, importantly, a process that leads to constant improvements in service provision. Each completed *Best Value* review has a continuous improvement plan with systems and procedures in place to ensure Council obtains regular feedback regarding the particular service. This feedback is then used to make improvements to the service. Business units have developed a variety of approaches to capture feedback. These include regular surveys of their customers, annual performance benchmarking, annual and random audits and staff consultative mechanisms. Business units develop a plan to improve performance based on the feedback received. The quality and cost standards contained in each service's *Best Value* report are indicative of the improvements made.

### REPORTING TO THE COMMUNITY

All services have now been reviewed against the *Best Value* principles. Each of the reviews established several quality and cost standards and Council will continue to report to the community against these standards. Performance against the quality and cost standards for each service review is published in Council's *Best Value Victoria* report which can be found on Council's website.

Key reporting against quality standards includes:

- Ninety four per cent of zero to one-year-olds fully immunised.
- Recreation and Open Space achieved its target of having 100 per cent capacity in respect to the level of sportsground usage.
- Traffic, Safety and Parking completed 92 per cent of detailed investigations within one month against a target of 90 per cent per month.
- Infrastructure Assets achieved 67 per cent satisfaction on its annual Community Satisfaction Survey for roads and footpaths.
- Council's three residential aged care facilities recorded resident satisfaction of 95 per cent, 94 per cent and 92 per cent against a target of 90 per cent.
- 6,538 young people participated in 279 Youth Services programs.
- All Glen Eira playgrounds are 100 per cent compliant with the Australian standards.
- The Immunisation Service received no complaints.

- Civic Compliance responded to 95.90 per cent of customer requests/complaints in time.
- Maternal and Child Health client satisfaction was 93 per cent.
- Corporate Counsel ensured that all contracts complied with the *Local Government Act 1989*.
- Family Day Care parent's satisfaction was 96.88 per cent.

Key reporting against efficiency and cost standards:

- Two thousand and fourteen inspections of Glen Eira's 900 registered food businesses were undertaken in 2016–2017.
- Community Care Services provided 92,222 hours of in-home support against a Department of Health and Human Services target of 95,473 hours and 22,397 social support hours against a target of 23,633.
- Fleet Services' workshop service costs were 1.13 cents per kilometre. This was more efficient than the target of 1.45 cents per kilometre.
- Council's Service Centre's average call waiting time was 34 seconds with 82 per cent of calls resolved at the first point of contact.
- Construction and Project Management had a target of completing more than 85 per cent of projects within final budget. This was achieved, with 97 per cent of projects being completed within the project budget.
- Infrastructure Maintenance's customer request response times were listed as a key performance indicator. The target of 95 per cent actioned within the agreed time frames was exceeded with greater than 99 per cent actioned within time.
- The target cost of each immunisation encounter was \$22.71 and Council achieved \$18.44.

Council's full *Best Value Report (Report)* is available at [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au) The *Report* provides further information on service improvements, benchmark data and consultative mechanisms. The *Report* also provides additional information as to how the five factors in section 208C of the *Local Government Act 1989* were taken into account when developing quality and cost standards for each service. These factors are:

1. Best quality and value-for-money.
2. Responsiveness to community needs.
3. Accessibility of services to those who need them.
4. Continuous improvement of services.
5. Community consultation on all services and activities.
6. Regular community reporting on Council achievements.

## NET COST OF SERVICES WE DELIVERED 2016–17

The table below indicates the services provided to the community by Glen Eira City Council during 2016–17 and how these performed against the adopted budget.

Each activity is described including the persons or sections of the community who are provided the services. The net cost of service can be influenced by community demand, government policy, expected income from grants and other factors not always regulated by Council.

BUSINESS AREA	DESCRIPTION OF SERVICES	2016–17 NET COST \$'000  ACTUAL BUDGET VARIANCE
Environmental strategy and services	Looks after garbage, green waste and hard rubbish collections throughout the City and co-ordinates Council's environmental sustainability initiatives. Provides recycling services for paper, plastic, glass and cans. Also carries out street cleaning activities including rubbish bin emptying, street sweeping and weed control. The function includes the following areas: hard rubbish and green waste collection; bundled branch collection; street cleaning; refuse collection; litter bin collection; mixed recyclables collection; and waste management education and enforcement.	<b>9,914</b> 10,848 934
Planning and community safety	Services of strategic town planning and regulatory control of town planning, buildings, traffic engineering and local laws. The function includes the following areas: town planning; local laws; traffic and parking; school crossing safety; building control and animal control services.	<b>(570)</b> (699) (129)
Parks Services	Promote, manage, maintain and improve the City's open recreational space such as sporting ovals; playgrounds; barbecues; garden beds; park lighting; public toilets; general lawn areas; and irrigation systems. Also maintains all trees in streets, parks, reserves and nature strips. The function includes parks and gardens maintenance and street tree maintenance.	<b>11,065</b> 11,520 455
Recreation	Strategic planning for the City's recreation activities, facilities and reserves; maintains and allocates sportsgrounds; manages and schedules Council's public halls, sportsgrounds and Moorleigh Community Village; co-ordinates capital works in the City's parks and reserves; and manages contracts for recreational facilities. The function includes the following areas: swim centres; public halls; Caulfield Recreation Centre; sports administration; pavilions; and youth services.	<b>846</b> 1,150 305
Libraries and Learning Centres	Enables residents to access reference material; information; books; DVDs; magazines; games; CDs; eBooks; and eMagazines at Caulfield, Elsternwick, Carnegie and Bentleigh. Also provides school holiday programs, book reading sessions and access to computers.	<b>2,845</b> 3,039 194

BUSINESS AREA	DESCRIPTION OF SERVICES	2016-17 <b>NET COST</b> \$'000  <b>ACTUAL</b> BUDGET VARIANCE
Community Care	Provides home and community-based services for elderly residents and residents with disabilities that aim to help them live as independently as possible. These services include Personal Care; Home Maintenance; Respite Care, Delivered Meals, and an adult day activity centre. The service also co-ordinates social and recreational programs for older residents and those with a disability. The function includes the following areas: older adults program; independent living units; in-home support; home care; property maintenance; community transport; Personal Care and Respite Care; senior citizens; social support; and Delivered Meals.	<b>(908)</b> 519 1,427
Family and Community Wellbeing	Provides a diverse range of high quality family and children's services to meet the needs of families with children from birth to six years. Also developed an integrated three-year <i>Municipal Early Years Plan (MEYP)</i> , in partnership with the community, to improve all programs and services provided for children from birth to six years and ensure the health and wellbeing of children and their families. The function includes the following areas: maternal and child health; kindergartens central enrolment service; family day care; child care services; occasional care; children's support services; immunisation; and public health.	<b>4,966</b> 5,425 459
Cultural Services	Provides a comprehensive program of art and cultural activities including exhibitions, events, concerts and festivals to entertain, educate and culturally enrich residents.	<b>1,211</b> 1,153 (58)
Residential Aged Care facilities	To provide low and high-level care to eligible residents and older people with strong ties to the City. Eligibility is assessed by the Commonwealth Aged Care Assessment Service. Council's residential facilities are Warrawee, Spurway and Rosstown.	<b>2,196</b> 1,186 (1,010)
Customer Service and Council governance	Provides the facilities to allow Council to collectively govern the City of Glen Eira and to provide facilities and services to allow Councillors to discharge their governance and constituency responsibilities. The function includes the following areas: Mayor and Councillors; Service Centre; Community Relations; Community Services Management; City Management; Internal Audit; Corporate Policy and Planning; and Human Resources.	<b>6,207</b> 7,123 915
Media and Communications	This business unit informs the community about Council's activities and services by developing: publications; liaising with the media; co-ordinating events, promotions, advertising, marketing activities; publication of the <i>Glen Eira News</i> .	<b>1,168</b> 1,583 416

BUSINESS AREA	DESCRIPTION OF SERVICES	2016-17 NET COST \$'000  ACTUAL BUDGET VARIANCE
Corporate Counsel	Ensures probity in the conduct of: tendering; protecting Council in legal relations with other entities; providing contract documentation; and providing internal advice on contracts; and other legal matters. Contributes to protection of Council by: ensuring sound risk management policy and practices are in place; maintaining the risk register; ensuring relevant insurance policies are in place; handling liability claims; and providing internal risk management, insurance advice, and election management.	<b>1,669</b> 2,056 387
City Futures	<p>Undertakes the implementation of Council's recently adopted <i>Planning Scheme</i> and reviews work plans, including the development of an <i>Activity Centre Strategy</i> and structure plans across the City's major activity centres.</p> <p>In addition, the area will embark on a strategic 'whole of place' view to transport and urban design that aims to achieve integrated land use planning and sustainable transport outcomes.</p> <p>This business area will foster a dynamic and vibrant local economy through proactive place-making across our shopping strips and business programs that will encourage stronger local collaborative networks.</p>	<b>2,069</b> 1,209 (859)
Financial Services	Provides a range of strategic and operational financial services to business units and to Council as a whole. The directorate has the responsibility for the day-to-day management of Council's financial assets. The function includes the following areas: Accounting Services; Information Technology and Systems; Records; Rating and Property; Purchasing; and Fleet Management.	<b>2,654</b> 5,221 2,567
Sports and aquatic facilities	<p>The Glen Eira Sports and Aquatic Centre (GESAC) provides leisure, sport, recreation and health and wellbeing opportunities for the whole community. The Centre offers a number of different activity areas and programs that focus on building and promoting the health and wellness of the community. These include: hydrotherapy; Learn to Swim classes; swim training; gentle exercise; basketball; netball; gym; and fitness classes.</p> <p>The Carnegie Swim Centre is Council's outdoor swimming facility which has four heated outdoor pools, a kiosk, electric barbecues, Learn to Swim classes and a beach volleyball court.</p> <p>The Caulfield Recreation Centre has a variety of activities and fitness programs to suit all types and ages, from toddlers to older adults.</p>	<b>(2,326)</b> (2,471) (146)

## REQUIREMENTS UNDER CARERS RECOGNITION ACT 2012

Council has taken measures to comply with its responsibilities outlined in the *Carers Recognition Act 2012* (Act). The principles of the Act have been promoted to:

1. People in care relationships who receive Council services; to people in care relationships; and to the wider community by:

- distributing printed material through relevant Council services;
- displaying posters on the Act at Council community venues; and
- providing links to State Government resource materials on Council's website.

2. Council staff, Council agents and volunteers working for Council, who are informed about the principles and obligations of the Act by information on the care relationship included in:

- Council induction and training programs for staff working in Home and Community Care; and
- induction and training programs for volunteers working directly with the community.

Council has reviewed and modified policies, procedures and supports to include recognition of carers and has provided additional activities and resources to recognise the importance of the care relationship.

## DISABILITY ACT 2006 (Vic)

To support community accessibility and inclusivity, the *Disability Act 2006* (Vic) requires Council to develop a *Disability Action Plan* and to report on its implementation.

Council adopted a new *Disability Action Plan* in February 2017. A total 95 per cent of 43 actions outlined in the *Glen Eira Disability Action Plan* — spanning the previous *Plan* and the renewed *Plan* — were achieved in 2016–17.

Over 2016–17, Council delivered:

- social support to more than 80 clients and disability respite services to more than 100 clients throughout the Glen Eira community;
- disability awareness in school sessions to 10 local primary schools;
- 17 sessions of the *Chat n Chuckle* discussion group which connects community members who have acquired brain injuries;
- new multipurpose unstructured recreation facilities at Packer Park, Carnegie and King George VI Memorial Reserve, and Bentleigh East, all with a diverse array of all-abilities recreational activities.
- a rolling series of building and local footpath accessibility audits;
- five sensory-friendly movie sessions attended by more than 250 people;
- a program of events in support of *Social Inclusion Week*;
- a Come and Try inclusive sports day at Glen Eira Sports and Aquatic Centre (GESAC) for *International Day of People with a Disability*;
- the development of an online disability awareness training program, *YouMeUs*, in collaboration with neighbouring councils;
- a rolling series of specialised disability awareness training sessions for Council staff and communications training for GESAC staff;
- support for local disability organisations and accessibility initiatives through the *Community Grants Program*; and
- promotion of local businesses receiving *Access 4 All Disability Awards*.

## DOMESTIC ANIMAL MANAGEMENT PLAN— PERFORMANCE INDICATORS

Council continued the implementation of its four-year *Domestic Animal Management (DAM) Plan*. DAM addresses issues such as dogs at large; cat overpopulation; nuisance pets; and registration and identification. Council has met or exceeded its targets in all but two of the nine performance indicators.

The cat registration target was met, with 458 new cats registered in the current year as opposed to 555 in the previous year — overall cat registration has increased. While we do have a high registration rate, it seems that our registration rate has stabilised to around 84 per cent of the estimated cat population. Consideration of another census in the future as part of the development of the next *DAM Plan* could readjust the estimates on which this target has been determined.

While the ratio of infringement to official warning target was not met, we note that the total number of infringements issued for the current year is the same as for last year. In the current year, however, officers resolved many complaints without the need to issue official warnings, which contributed to the target difference.

The cat reclaim/return rate is well above the target set and continues to increase steadily. This has been a strong focus for Council's animal management team over the past few years and is made easier by the number of cats that are now microchipped. However, it should be noted that these figures include cats that have been sold or adopted. Council acknowledges the exceptional work that our current pound provider (RSPCA) does in reducing the euthanasia rates by selling or adopting such a large number of cats.

The following table provides an assessment of the year ending 30 June 2017:

INDICATOR	TARGET (%)	2012–13 (%)	2013–14 (%)	2014–15 (%)	2015–16 (%)	2016–17 (%)	2016–17 FIGURES
<b>1</b> Dog registration rate: (per cent dogs registered/estimated dog population)	85	89.1	88.4	88	88.1	92	12,419 <sup>1</sup> /13,558 <sup>2</sup>
<b>2</b> Cat registration rate: (per cent cats registered/estimated cat population)	85	85.5	83.7	83	83.8	86	5,276/6,102
<b>3</b> Enforcement success rate: (percent successful prosecutions/total prosecutions)	100	100	100	100	100	100	26/26
<b>4</b> Dog return/reclaim rate: (per cent total dogs reclaimed-returned/total dogs impounded) (includes adopted/sold dogs)	90	97.7	96.5	96	95.1	93	247/266
<b>5</b> Cat reclaim/return rate: (per cent total cats reclaimed/total cats impounded) (includes adopted/sold cats)	20	57.3	61.3	75	65.4 <sup>1</sup>	71	116/164
<b>6</b> Domestic animal business compliance rates: (registered/compliant)	93	100	100	100	100	100	12/12
<b>7</b> Dog desexing rate (per cent dogs desexed/actual registered)	70	74.27	75.7	77	78.2	79	9,566/12,091
<b>8</b> Cat desexing rate (per cent cats desexed/actual registered)	80	90.1	91	92	92.7	93	4,733/5,078
<b>9</b> Infringements versus official warnings rates (per cent of infringements/warnings)	<40	30.3	20.8	39	38.1	43.5	87/200

<sup>1</sup> Registration renewal follow-up is still being conducted. These figures may change once renewal follow-up has been completed.

<sup>2</sup> Estimate from most recent animal census (2012).

## FOOD ACT 1984

During the 2016–2017 financial year, Glen Eira City Council did not receive any ministerial directions under the provisions of Section 7e of the *Food Act 1984*.

## ROAD MANAGEMENT ACT 2004

During the 2016–2017 financial year, Glen Eira City Council did not receive any ministerial directions under the provisions of the *Road Management Act 2004*.

## CONTRACTS

During 2016–2017, Glen Eira City Council did not enter into any contracts because of an emergency valued at \$150,000 or more, specified in Section 186(5)(a) of the *Local Government Act 1989*.

Council did not enter into any other contracts valued at \$150,000 or more without engaging in a competitive process.

## CONTACT INFO

### **GLEN EIRA CITY COUNCIL**

Corner Glen Eira and Hawthorn Roads, Caulfield

Mail address: PO Box 42

Caulfield South, 3162

Phone: (03) 9524 3333

Fax: (03) 9523 0339

[mail@gleneira.vic.gov.au](mailto:mail@gleneira.vic.gov.au)

[www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au)

If you are deaf, hearing-impaired, or speech-impaired, we ask that you call us via the National Relay Service.

National Relay Service <https://Internet-relay.nrs.call.gov.au/> then enter 03 9524 3333

Teletypewriter (TTY): 13 36 77

Speak and Listen: 1300 555 727

### **SOCIAL MEDIA**

#### **WHAT'S ON IN GLEN EIRA:**

[www.facebook.com/GlenEiraCityCouncil](https://www.facebook.com/GlenEiraCityCouncil)

#### **GLEN EIRA ARTS, GALLERY AND EVENTS:**

[www.facebook.com/gleneiraarts](https://www.facebook.com/gleneiraarts)

#### **GLEN EIRA LIBRARIES AND LEARNING CENTRES:**

[www.facebook.com/GlenEiraLibraries](https://www.facebook.com/GlenEiraLibraries)

#### **GLEN EIRA MATERNAL AND CHILD HEALTH:**

[www.facebook.com/GlenEiraMaternalandChildHealth](https://www.facebook.com/GlenEiraMaternalandChildHealth)

#### **GLEN EIRA SPORTS AND AQUATIC CENTRE (GESAC):**

[www.facebook.com/GESAConline](https://www.facebook.com/GESAConline)

[twitter.com/GESAConline](https://twitter.com/GESAConline)

#### **GLEN EIRA YOUTH SERVICES:**

[www.facebook.com/GlenEiraYouthServices](https://www.facebook.com/GlenEiraYouthServices)

[www.instagram.com/gleneirayouthservices](https://www.instagram.com/gleneirayouthservices)

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## PRIVACY

Council values individuals' rights to privacy and is strongly committed to protecting those rights.

Council complies with its obligations pursuant to the *Privacy and Data Protection Act 2014* (Act) and the Information Privacy Principles (IPPs) in relation to all personal information it collects.

### COUNCIL'S OBLIGATIONS UNDER THE ACT AND INTERNATIONAL PRIVACY PRINCIPLES

Council:

- will only collect personal information that is necessary for its functions and activities and generally with an individual's knowledge (there are circumstances where a third party provides information to Council, eg: a maternal and child health centre may receive information from one parent about another parent or family member; or Council may receive a complaint about activities of a neighbour);
- will only use personal information provided for the primary purpose for which it was collected and related secondary purposes that could be reasonably expected or as otherwise permitted by law;
- will ensure personal information is protected from unauthorised access, improper use, disclosure or alteration, and unlawful or accidental destruction or loss (Council maintains secure systems for storing personal information and has security procedures in place to ensure the protection of personal information collected by Council);
- will only disclose personal information to a third party (including its contractors, government organisations and authorities) in accordance with its Privacy Policy, legislation requiring it to do so or with prior consent; and
- will not keep personal information on its systems for longer than is necessary (subject to the requirements of the *Public Records Act 1973* or any other legal requirement).

### FURTHER INFORMATION

For further information about privacy at Glen Eira City Council, including the right to seek access to, or to amend your personal information, see Council's Privacy Policy available at [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au) or contact Council's privacy officer at [privacy@gleneira.vic.gov.au](mailto:privacy@gleneira.vic.gov.au) or on 9524 3333.

## DISCLAIMER

While care has been taken in the preparation of this *Annual Report* Glen Eira City Council takes no responsibility for the accuracy of the information provided.

The information in this *Annual Report* is of a general nature. Users should make their own, direct enquiries rather than rely on the contents of this *Annual Report*. No responsibility is accepted for loss arising from reliance on the contents of this *Annual Report*. Similarly, Glen Eira City Council does not accept any liability for any statements or any opinion, or for any errors or omissions contained herein.

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APPENDIX A:  
2016–2017 FINANCIAL REPORT  
FINANCIAL STATEMENTS AND  
PERFORMANCE STATEMENT  
FOR THE YEAR ENDED  
30 JUNE 2017

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**Introduction**

The Financial Statements are prepared by Glen Eira City Council staff to meet requirements of the *Local Government Act 1989* and Australian Accounting Standards. In addition, the Department of Environment, Land, Water and Planning's model accounts are used to assist with standardised financial reporting for Local Government organisations in Victoria.

Council's *Financial Report* contains two statements — the Financial Statements and the Performance Statement.

The Financial Statements and Performance Statement are audited by the Victorian Auditor-General's Office (VAGO) and are reviewed by Council's Audit Committee, which recommends adoption by Council in principle.

The reports are then forwarded to the Auditor-General's office for provision of independent opinions on the *Financial Report* and Performance Statement.

Once approval has been obtained from the Auditor-General's office, the annual reports are made available to the public.

Glen Eira City Council is committed to accountability. This section has been developed to assist readers understand and analyse the *Financial Report*.

**(I) Financial Statements**

Council's *Financial Report* has two main sections — the Financial Statements and the accompanying explanatory notes. The Financial Statements comprise the five main statements, namely:

1. Comprehensive Income Statement
2. Balance Sheet
3. Statement of Changes in Equity
4. Statement of Cash Flows
5. Statement of Capital Works

Each statement assists in the overall understanding of Council's financial position.

**Comprehensive Income Statement**

This Statement outlines all sources of Council's income for the financial year under various headings such as general rates and garbage charges; and all expenses incurred in the day-to-day running of Council over the financial year. These expenses relate to the daily operation and do not include capital expenditure, however the depreciation and amortisation of assets are included. Expenses include items such as labour costs, materials and supplies, utility and insurance costs.

The Statement is prepared on an 'accrual' basis. This means that all income and expenses for the financial year are recognised even though the income may not have yet been received (eg. interest on investments) or that expenditure has not yet been paid (invoices received, but not yet paid for materials and services that have already been used).

The key figure in this Statement is the result for the reporting period, which is the best measure of Council's financial performance. This figure is determined by deducting total expenses from total income. The figure indicates whether Council operated at a surplus or a deficit (a figure inside brackets reflects a deficit).

Other comprehensive income comprises items of income and expense (including reclassification adjustments) that are not recognised in the surplus or deficit as required or permitted by other Australian Accounting Standards. The components of other comprehensive income include changes in revaluation reserve.

**Balance Sheet**

The Balance Sheet is a snapshot of Council's financial position as at 30 June. It outlines what Council owns (its assets) and what it owes (liabilities). Council's net worth (net assets or equity) is determined by deducting total liabilities from total assets — the larger the net equity, the stronger the financial position. Council's financial position at 30 June 2017 is sound, reflecting its commitment to financial and infrastructure sustainability.

The elements of the Balance Sheet are listed below:

**Current and non-current assets**

A current asset is expected to be used within a financial year, or can be easily converted to cash within 12 months. This includes items such as cash held, investments and money owed to Council by debtors. Net current assets are more commonly known as working capital. The figure is calculated by deducting current liabilities from current assets to ascertain whether Council can meet its short-term commitments. A non-current asset is not expected to be used or turned into cash within an operating cycle. Non-current assets include items such as roads, drains, buildings, artwork, furniture, fixtures and fittings, vehicles and equipment.

**Current and non-current liabilities**

1. Trade and other payables are those to whom Council owes money.
2. Provisions are made for employee benefits and include annual leave, long service leave and sick leave. Provision has also been made for environmental rehabilitation of the Clayton Landfill Tip site.
3. Trust monies are those funds that Council holds in trust.
4. Interest-bearing liabilities, which includes borrowings and leases.

**Net assets**

This term describes the difference between the value of total assets and the value of total liabilities.

**Total equity**

The value of total equity is equivalent to the value of net assets and comprises the following:

1. Asset revaluation reserve, which is the difference between the previously recorded value of Council's assets and their latest valuations.
2. Transfers from the asset replacement reserve during the financial year reflecting the funding of eligible open space capital works projects.
3. Accumulated surplus is the value of surpluses/profits accumulated over time.

**Statement of Changes in Equity**

The Statement of Changes in Equity summarises the change in Council's real worth throughout the financial year. It shows the changes that have happened during the year for each of the amounts shown under the net assets section of the Balance Sheet. Council's net worth can change as a result of a surplus or deficit as recorded in the Comprehensive Income Statement; or an increase in the net value of non-current assets resulting from a revaluation of those assets.

**Statement of Cash Flows**

The Statement of Cash Flows shows all the cash received and paid during the financial year. Figures without brackets are inflows (receipts) and figures inside brackets are outflows (payments). This Statement shows how much cash Council had at the beginning of the financial year, the inflows and outflows during the financial year and the cash balance at the end of the financial year.

Cash is generated or used in three main areas of activity of Council:

**(i) Cash flows from operating activities**

These activities refer to the cash generated or used in the normal service delivery functions of Council. They also include receipts of monies held in trust.

**(ii) Cash flows from investing activities**

These activities refer to the cash used or generated in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property equipment etc.

**(iii) Cash flows from financing activities**

These activities refer to cash used or generated in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of borrowings and leases.

**Statement of Capital Works**

The Statement of Capital Works sets out all the capital expenditure in relation to non-current assets for the year. It also shows the amount of capital works expenditure that was spent on expanding, renewing or upgrading Council's asset base. This is important because each of these categories has a different impact on Council's future costs. A distinction is made between expenditure on new assets, asset renewal, upgrade and expansion as follows:

**(a) Asset renewal expenditure** — expenditure on an existing asset that returns the service potential or the life of the asset up to which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service potential it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time.

**(b) Asset upgrade expenditure** — expenditure that enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally. Upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in Council's asset base.

**(c) Asset expansion expenditure** — expenditure that extends an existing asset at the same standard as is currently enjoyed by residents, to a new group of users. It is discretionary expenditure which increases future operating and maintenance costs because it increases Council's asset base, but may be associated with additional revenue from the new user group.

**(d) Asset new expenditure** — this results in the creation/acquisition of a new asset.

### Notes to the Financial Report

The notes to the *Financial Report* give greater meaning to the figures used in the four main statements. They should be read in conjunction with the statements to get a clearer picture of Council's finances. The notes give the details behind the summary line items contained in the statements, showing exactly what each of the accumulated amounts are made up of.

The notes also provide information on the rules and assumptions used to prepare the Financial Statements, advise the reader about any changes to the Australian Accounting Standards, policy or legislation that may affect the way the statements are prepared and disclose other information which cannot be incorporated into the statements.

Notes are particularly useful where there has been a significant change from the previous year's comparative figure.

Other notes include:

- the breakdown of expenses, revenues, reserves and other assets;
- contingent assets and liabilities; and
- transactions with persons related to Council.

### (2) Performance Statement

Council is required to prepare and include a Performance Statement within its *Annual Report*. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This Statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

### Certifications

Each of the statements are certified by two Councillors, with the *Financial Report* and Performance Statement also being certified by Council's Chief Executive Officer and Principal Accounting Officer — or in Glen Eira City Council's case, the Chief Financial Officer. Two Councillors and the Chief Executive Officer must make certifications stating that in their opinion the relevant statements are fair, correct and not misleading. The Principal Accounting Officer, being the person responsible for the financial management of Council, must make a separate certification stating whether, in their opinion, the statements have met all the statutory and professional reporting requirements.

### Auditor-General's reports

The Auditor-General's audit reports provide an external and independent opinion on the *Financial Report* and Performance Statement. They cover both the statutory and professional requirements and also the fairness aspects of the statements. They will also advise separately if there are any issues of concern. In this *Annual Report*, the Auditor-General has prepared an audit report for the *Financial Report* and a separate audit report for the Performance Statement.

**Comprehensive Income Statement**  
for the year ended 30 June 2017

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	Notes	2017 \$ '000	2016 \$ '000
<b>Income</b>			
Rates and charges	3	101,254	97,237
Statutory fees and fines	4	8,634	6,779
User fees	5	26,840	24,976
Grants — operating	6	24,668	20,703
Grants — capital	6	2,166	2,391
Other income	7	4,170	3,919
Contributions — monetary	8	7,811	5,865
Share of net surplus of joint operations	9 (a)	-	314
<b>Total income</b>		<b>175,543</b>	<b>162,184</b>
<b>Expenses</b>			
Employee costs	10	67,008	64,822
Materials and services	11	50,256	50,126
Depreciation and amortisation	12	21,503	21,331
Net loss on sale/disposal of property, infrastructure, plant and equipment	13	1,248	2,089
Borrowing costs	14	768	6,649
Other expenses	15	4,950	4,652
Share of net loss of joint operations	9 (a)	385	-
<b>Total expenses</b>		<b>146,118</b>	<b>149,669</b>
<b>Surplus for the year</b>		<b>29,425</b>	<b>12,515</b>
<b>Other comprehensive income</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods</b>			
Net asset revaluation increment	26 (a)	124,259	332,196
<b>Total comprehensive result</b>		<b>153,684</b>	<b>344,711</b>

The above Comprehensive Income Statement should be read in conjunction with the accompanying notes.

**Balance Sheet**  
as at 30 June 2017

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	Notes	2017 \$ '000	2016 \$ '000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	16	22,409	17,008
Other financial assets	17	38,703	28,922
Trade and other receivables	18	12,739	10,408
Other assets	19	1,497	1,297
<b>Total current assets</b>		<b>75,348</b>	<b>57,635</b>
<b>Non-current assets</b>			
Other financial assets	17	5	5
Investments in joint operations	9 (a)	1,592	2,125
Property, infrastructure, plant and equipment	20	2,183,334	2,047,138
Intangible assets	21	764	1,042
<b>Total non-current assets</b>		<b>2,185,695</b>	<b>2,050,310</b>
<b>Total assets</b>		<b>2,261,043</b>	<b>2,107,945</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	22	14,717	16,494
Trust funds and deposits	23	29,874	25,501
Provisions	24	12,850	12,891
Interest-bearing loans and borrowings	25	3,343	3,149
<b>Total current liabilities</b>		<b>60,784</b>	<b>58,035</b>
<b>Non-current liabilities</b>			
Provisions	24	1,431	1,186
Interest-bearing loans and borrowings	25	18,302	21,734
Other liabilities	9 (b)	2,420	2,568
<b>Total non-current liabilities</b>		<b>22,153</b>	<b>25,488</b>
<b>Total liabilities</b>		<b>82,937</b>	<b>83,523</b>
<b>Net assets</b>		<b>2,178,106</b>	<b>2,024,422</b>
<b>Equity</b>			
Accumulated surplus		919,972	890,150
Reserves	26	1,258,134	1,134,272
<b>Total equity</b>		<b>2,178,106</b>	<b>2,024,422</b>

The above Balance Sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity**  
for the year ended 30 June 2017

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2017	Notes	Total	Accumulated surplus	Public open space reserve	Asset revaluation reserve
		\$ '000	\$ '000	\$ '000	\$ '000
Balance at beginning of the financial year		2,024,422	890,150	4,093	1,130,179
Surplus for the year		29,425	29,425	-	-
Net asset revaluation increment	26 (a)	124,259	-	-	124,259
Transfers to public open space reserve	26 (b)	-	(7,811)	7,811	-
Transfers from public open space reserve	26 (b)	-	8,208	(8,208)	-
<b>Balance at the end of the financial year</b>		<b>2,178,106</b>	<b>919,972</b>	<b>3,696</b>	<b>1,254,438</b>

2016	Notes	Total	Accumulated surplus	Public open space reserve	Asset revaluation reserve
		\$ '000	\$ '000	\$ '000	\$ '000
Balance at beginning of the financial year		1,679,711	878,187	3,541	797,983
Surplus for the year		12,515	12,515	-	-
Net asset revaluation increment	26 (a)	332,196	-	-	332,196
Transfers to public open space reserve	26 (b)	-	(5,865)	5,865	-
Transfers from public open space reserve	26 (b)	-	5,313	(5,313)	-
<b>Balance at the end of the financial year</b>		<b>2,024,422</b>	<b>890,150</b>	<b>4,093</b>	<b>1,130,179</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

**Statement of Cash Flows**  
for the year ended 30 June 2017

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	Notes	2017 inflows/ (outflows) \$ '000	2016 inflows/ (outflows) \$ '000
<b>Cash flows from operating activities</b>			
Rates and charges		100,498	96,395
Statutory fees and fines		9,229	7,572
User fees		26,255	24,675
Other receipts		3,553	2,816
Grants — operating		24,668	20,703
Grants — capital		2,166	2,391
Contributions — monetary		7,807	5,871
Interest received		1,088	1,463
Trust funds and deposits taken		17,710	17,126
Net GST refund		6,406	7,053
Employee costs		(68,541)	(66,035)
Materials and services		(59,999)	(55,116)
Trust funds and deposits repaid		(13,338)	(16,295)
Other payments		(4,950)	(4,652)
<b>Net cash provided by operating activities</b>	<b>27</b>	<b>52,552</b>	<b>43,967</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment		(33,895)	(36,783)
Proceeds from sale of property, infrastructure, plant and equipment		512	358
Proceeds from other financial assets		28,922	23,714
Payments for other financial assets		(38,703)	(28,922)
<b>Net cash used in investing activities</b>		<b>(43,164)</b>	<b>(41,633)</b>
<b>Cash flows from financing activities</b>			
Finance costs		(749)	(1,704)
Repayment of borrowings		(3,238)	(1,272)
Repayment of finance lease		-	(40)
<b>Net cash provided used in financing activities</b>		<b>(3,987)</b>	<b>(3,016)</b>
Net increase/(decrease) in cash and cash equivalents		5,401	(682)
Cash and cash equivalents at the beginning of the financial year		17,008	17,690
<b>Cash and cash equivalents at the end of the financial year</b>	<b>28</b>	<b>22,409</b>	<b>17,008</b>
Restrictions on cash assets	<b>16</b>		

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

**Statement of Capital Works**  
for the year ended 30 June 2017

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	2017 \$ '000	2016 \$ '000
<b>Property</b>		
Land	3,501	-
Buildings	3,795	5,965
<b>Total property</b>	<b>7,296</b>	<b>5,965</b>
<b>Plant and equipment</b>		
Plant, machinery and equipment	1,693	963
Computers and telecommunications	510	1,100
Library books, materials and equipment	1,112	826
Other plant and equipment	596	2,211
<b>Total plant and equipment</b>	<b>3,911</b>	<b>5,100</b>
<b>Infrastructure</b>		
Roads	7,747	7,946
Footpaths	1,763	1,798
Drainage	3,861	3,573
Open space and recreation	9,311	11,088
Car parks	698	1,083
Streetscape works	418	940
<b>Total infrastructure</b>	<b>23,798</b>	<b>26,428</b>
<b>Total new capital works expenditure</b>	<b>35,005</b>	<b>37,493</b>
<b>Represented by:</b>		
Asset renewal expenditure	14,798	17,153
Asset upgrade expenditure	11,806	13,152
Asset expansion expenditure	6,719	6,130
Asset new expenditure	1,682	1,058
<b>Total capital works expenditure</b>	<b>35,005</b>	<b>37,493</b>

The above Statement of Capital Works should be read in conjunction with the accompanying notes.

## **Introduction**

Glen Eira City Council was established by an Order of the Governor in Council on 15 December 1994 and is a Body Corporate. Council's main office is located at the corner Glen Eira and Hawthorn Roads, Caulfield, Victoria.

### **Statement of compliance**

These Financial Statements are a general purpose *Financial Report* that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these Financial Statements. The general purpose *Financial Report* complies with Australian Accounting Standards (AASs), other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

## **Note 1 Significant accounting policies**

### **(a) Basis of accounting**

The accrual basis of accounting has been used in the preparation of these Financial Statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AASs that have significant effects on the Financial Statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to note 1(j));
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 1(k));
- the determination of employee provisions (refer to note 1(p)); and
- the determination of the landfill rehabilitation provision (refer to note 1(q)).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation and disclosure has been made of any material changes to comparatives.

### **(b) Changes in accounting policies**

There have been no changes in accounting policies from the previous period.

### **(c) Committees of management**

Where Council has been appointed as Committee of management, the value of the asset has been included in Council's Financial Statements.

### **(d) Accounting for investments in associates and joint operations**

Council's interest in joint operations are accounted for using the equity method. Under this method, the interest is initially recognised in the Balance Sheet at cost and adjusted thereafter to recognise Council's share of the net assets of the entities. Council's share of the financial result of the entity is recognised in the Comprehensive Income Statement.

**Note 1 Significant accounting policies (continued)**

**(e) Revenue recognition**

Income is recognised when Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to Council and the amount of the contribution can be measured reliably.

**Rates and charges**

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

**Statutory fees and fines**

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever occurs first.

**User fees**

User fees are recognised as revenue when the service has been provided or the payment is received, whichever occurs first.

**Grants**

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon receipt (or acquittal) or upon earlier notification that the grant has been secured, and valued at fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

**Contributions**

Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

**Sale of property, infrastructure, plant and equipment**

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

**Interest**

Interest is recognised as it is earned.

**Dividends**

Dividend revenue is recognised when Council's right to receive payment is established.

**Other income**

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

**Note 1 Significant accounting policies (continued)**

**(f) Fair value measurement**

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair Value Measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the Financial Statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities.

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable.

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

**(g) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

**(h) Trade and other receivables**

Short-term receivables are carried at invoice amount as amortised cost using the effective interest rate method would not impact the carrying value. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

**(i) Other financial assets**

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

**Note I Significant accounting policies (continued)**

**(j) Recognition and measurement of property, plant and equipment, infrastructure, intangibles**

**Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in note I(k) have been applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

**Revaluation**

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at note 20, Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation at the following intervals:

- Art collection every five years
- Infrastructure assets every four years and replacement costs adjusted annually
- Land and buildings every two years
- Land under roads every two years
- Municipal regalia every five years
- Parks and gardens every five years

The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

**Land under roads**

Council recognises land under roads it controls at fair value.

**Note 1 Significant accounting policies (continued)**

**(k) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles**

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to Council in a manner that reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Land, land under roads, art collection and municipal regalia are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation and amortisation periods used are listed below and are consistent with the prior year unless otherwise stated.

<b>Asset recognition depreciation periods</b>	<b>Depreciation/ amortisation period</b>	<b>Threshold limit</b>
<b>Property</b>		
Buildings	(20–120 years)	\$10,000
Land	(indefinite)	-
Land under roads	(indefinite)	-
Leasehold improvements	(20 years)	\$500
<b>Plant and equipment</b>		
Computer equipment	(3–5 years)	\$500
Furniture and equipment	(5–10 years)	\$2,000
Motor vehicles and trucks	(5–8 years)	\$500
Plant and equipment	(3–15 years)	\$500
Sports equipment (leased)	(4 years)	-
<b>Infrastructure</b>		
Car parks	(24 years)	\$15,000
Drains	(100 years)	\$1,500
Footpaths	(32–53 years)	-
Kerbs and channels	(98–111 years)	\$1,000
Local area traffic management devices	(20–50 years)	\$1,000–\$50,000
Right of ways	(35–106 years)	\$3,000
Roads substructure	(151–160 years)	\$2,000
Roads surfaces	(25–141 years)	\$2,000
Road formation and earthworks	-	\$2,000
Street furniture and signs	(15–25 years)	\$100–\$2,000
Parks and gardens improvements	(5–60 years)	\$1,500
Recreational facilities	(5–60 years)	\$1,500
<b>Art collection and municipal regalia</b>		
Art collection	(indefinite)	-
Municipal regalia	(indefinite)	-
<b>Intangibles</b>		
Software and software licences	(5 years)	\$10,000

**Note I Significant accounting policies (continued)**

**(l) Repairs and maintenance**

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

**(m) Impairment of assets**

At each reporting date, Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the Comprehensive Income Statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

**(n) Trust funds and deposits**

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited (refer to note 23).

**(o) Borrowings**

Borrowings are initially measured at fair value, being the cost of the interest-bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in the net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest-bearing liabilities. Council determines the classification of its interest-bearing liabilities at initial recognition.

**Borrowing costs**

Borrowing costs (debt servicing costs) are recognised as an expense in the period in which they are incurred.

Borrowing costs include interest on bank overdrafts, interest on borrowings and finance lease charges.

**Note 1 Significant accounting policies (continued)**

**(p) Employee costs and benefits**

The calculation of employee costs includes all relevant on-costs and are calculated as follows at reporting date.

**Wages, salaries and annual leave**

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date, are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

**Long service leave**

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current liability — unconditional LSL representing seven years' service is disclosed as a current liability even when Council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value — component that is not expected to be settled within 12 months.
- nominal value — component that is expected to be settled within 12 months.

**Classification of employee costs**

Non-current liability — conditional LSL representing less than seven years' service is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

Non-current LSL liability is measured at present value.

**Sick leave**

It was the former City of Caulfield's policy to make payments equivalent to 50 per cent of unused sick leave to some sections of its workforce on their retirement due to age or disability. This became payable after completing five years of service. There are no new entrants into the scheme since award restructuring in 1991. Provision for the estimated amount of this benefit for eligible employees is shown in note 24 as a current provision. Liability is measured at nominal value.

**Superannuation**

The amount charged to the Comprehensive Income Statement in respect of superannuation represents contributions made or due by Glen Eira City Council to the relevant superannuation plans in respect to the services of Glen Eira's staff (both past and present). Superannuation contributions are made to the plans based on the relevant rules of each plan and any relevant compulsory superannuation requirements that Glen Eira City Council is required to comply with.

**Note I Significant accounting policies (continued)**

**(q) Landfill rehabilitation provision**

The joint owners are obligated to restore the Clayton Regional Landfill site to a particular standard. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast, timing of the work, work required and related costs (refer to notes 9 and 32).

**(r) Leases**

**Finance leases**

Leases of assets where substantially all the risks and rewards incidental to ownership of the asset, are transferred to Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability at the lower of the fair value of the asset and the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are amortised on a straight line basis over their estimated useful lives to Council where it is likely that Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter. Leased assets are currently being amortised over a four-year period.

**Operating leases**

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

**Leasehold improvements**

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, leasehold improvements are amortised over a 20-year period.

**(s) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**Note 1 Significant accounting policies (continued)**

**(t) Financial guarantees**

Financial guarantee contracts are not recognised as a liability in the Balance Sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the Balance Sheet are disclosed at note 32 Contingent assets and liabilities.

**(u) Contingent assets and liabilities and commitments**

Contingent assets and liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.

**(v) Pending accounting standards**

The following new AASs have been issued that are not mandatory for the 30 June 2017 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

**Revenue from contracts with customers (AASB 15) (applies 2019-20)**

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known, however, it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

**Leases (AASB 16) (applies 2019-20)**

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

**(w) Rounding**

Unless otherwise stated, amounts in the *Financial Report* have been rounded to the nearest thousand dollars. Figures in the Financial Statements may not equate due to rounding.

**Note 2 Budget comparison**

The *Budget* comparison notes compare Council's financial plan, expressed through its *Annual Budget*, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. Council has generally adopted a materiality threshold of the lower of 10 per cent or \$1m where further explanation is warranted.

The *Budget* figures detailed below are those adopted by Council on 21 June 2016. The *Budget* was based on assumptions that were relevant at the time of adoption of the *Budget*. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The *Budget* did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

<b>(a) Income and expenditure</b>	<b>Budget 2017 \$ '000</b>	<b>Actuals 2017 \$ '000</b>	<b>Variance 2017 \$ '000</b>	<b>Ref</b>
<b>Income</b>				
Rates and charges	101,022	101,254	232	
Statutory fees and fines	5,260	8,634	3,374	(a)
User fees	25,500	26,840	1,340	(b)
Grants — operating	22,567	24,668	2,101	(c)
Grants — capital	1,876	2,166	290	(d)
Other income	3,221	4,170	949	(e)
Contributions — monetary	5,500	7,811	2,311	(f)
<b>Total income</b>	<b>164,946</b>	<b>175,543</b>	<b>10,597</b>	
<b>Expenses</b>				
Employee costs	68,692	67,008	1,684	(g)
Materials and services	50,274	50,256	18	
Depreciation and amortisation	22,514	21,503	1,011	(h)
Net loss on sale/disposal of property, infrastructure, plant and equipment	1,050	1,248	(198)	(i)
Borrowing costs	762	768	(6)	
Other expenses	4,438	4,950	(512)	(j)
Share of net loss of joint operations	-	385	(385)	(k)
<b>Total expenses</b>	<b>147,730</b>	<b>146,118</b>	<b>1,612</b>	
<b>Surplus for the year</b>	<b>17,216</b>	<b>29,425</b>	<b>12,209</b>	

Note 2 Budget comparison (continued)

Explanation of material variations — income statement	
Variance reference	Explanation — income items
	<p>(a) <b>Statutory fees and fines</b> — Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, health act registrations and parking fines. The favourable variance of \$3.37m is due to higher than anticipated revenue from parking infringements of \$3.2m to emphasise safety around schools and balance from trader and patron parking due to increased building activity and the grade separation works.</p>
	<p>(b) <b>User fees</b> — User fees relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure, community facilities and the provision of human services such as Family Day Care and Community Care Services. User fees are favourable to budget by \$1.34m mainly due to increased town planning income reflecting the changes from the new planning and subdivision fee regulations applicable from October 2016 — \$1.0m.</p>
	<p>(c) <b>Grants — operating</b> — was favourable by \$2.10m due to the Commonwealth Government announcement that 50 per cent of Council's Victorian Grants Commission funding would be prepaid in 2016–17. The amount of \$1.84m (50 per cent of the 2017–18 grants) was received for financial assistance and local roads funding during the 2016–17 financial year.</p>
	<p>(d) <b>Grants — capital</b> — includes all monies received from State, Federal and community sources for the purposes of funding the capital works program and were favourable to budget by \$290k due to:</p> <p>(i) income received from the Department of Education for the Children's Facilities Capital Program including Brady Road Kindergarten and Bentleigh West Kindergarten early learning facility upgrades \$225k; and</p> <p>(ii) receipt of <i>Black Spot Programme</i> funding from VicRoads of \$109k offset by increased capital expenditure for road safety.</p>
	<p>(e) <b>Other income</b> — was favourable to budget by \$949k due to:</p> <p>(i) increased interest income attributed to higher than anticipated cash holdings \$504k;</p> <p>(ii) unbudgeted reimbursements of prior year expenditure from the Level Crossing Removal Authority \$211k; and</p> <p>(iii) unbudgeted liquidation of bank guarantees resulting from contractual disputes with the construction of capital works projects \$94k.</p>
	<p>(f) <b>Contributions — monetary</b> — higher than anticipated open space fees exceeding the budget by \$2.31m. These contributions are levied on multi-unit property developments in order to fund open space and depend on decisions made by developers, not Council. Refer to notes 8 and 26(b) for further details.</p>

Note 2 Budget comparison (continued)

Explanation of material variations — income statement	
Variance reference	Explanation — expense items
	<p>(g) <b>Employee costs</b> — includes all labour related expenditure and on-costs such as allowances, leave entitlements and employer superannuation. The favourable variance of \$1.68m is due to favourable staff movements including vacancies during the year. Also contributing were savings against budget for Council's WorkSafe premium of \$538k.</p>
	<p>(h) <b>Depreciation and Amortisation</b> — Depreciation and amortisation are accounting measures which attempt to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains. The favourable variance of \$1.01m is due to the impact of annual revaluations of Council's infrastructure assets being unknown at the time of setting the 2016–17 Budget.</p>
	<p>(i) <b>Net loss on sale/disposal of property, infrastructure, plant and equipment</b> — unfavourable variance of \$198k was due mainly to higher than anticipated disposals of Council's infrastructure assets. Such items included in these assets are disposals for road surfaces, pavements, kerb and channels, footpaths, drains, right of ways and local area traffic management. These amounts are difficult to predict when the budget is set.</p>
	<p>(j) <b>Other expenses</b> — is unfavourable to budget by \$512k mainly due to an increase in the provision for bad and doubtful parking debtors of \$695k. This is due to a higher level of traffic infringement activity in 2016-17 and is offset by the increase in income (refer to statutory fees and fines income).</p>
	<p>(k) <b>Share of net loss of joint operations</b> — is unfavourable to budget by \$385k. This is as a result of no profit or loss being budgeted due to the difficulty in estimating the result from the landfill site each financial year.</p> <p>The result of the Clayton Regional Landfill site reflects the completion of waste filling at the site and preparation for a program of rehabilitation works that include the construction of a landfill cap over the whole of the landfill. Refer to notes 9 and 32 for further details.</p>

**Note 2 Budget comparison (continued)**

<b>(b) Capital works</b>	<b>Budget 2017 \$ '000</b>	<b>Actuals 2017 \$ '000</b>	<b>Variance 2017 \$ '000</b>	<b>Ref</b>
<b>New works</b>				
<b>Property</b>				
Land	-	3,501	(3,501)	(l)
Buildings	3,727	2,803	924	(m)
<b>Total property</b>	<b>3,727</b>	<b>6,304</b>	<b>(2,577)</b>	
<b>Plant and equipment</b>				
Plant, machinery and equipment	1,706	1,693	13	
Computers and telecommunications	838	510	328	(n)
Library books, materials and equipment	1,106	1,112	(6)	
Other plant and equipment	943	596	347	(o)
<b>Total plant and equipment</b>	<b>4,593</b>	<b>3,911</b>	<b>682</b>	
<b>Infrastructure</b>				
Roads	8,145	7,425	720	
Footpaths	1,725	1,763	(38)	
Drainage	3,510	3,861	(351)	(p)
Open space	10,257	9,080	1,177	(q)
Car parks	775	698	77	(r)
Streetscape works	567	418	149	(s)
<b>Total infrastructure</b>	<b>24,979</b>	<b>23,245</b>	<b>1,734</b>	
<b>Total new capital works expenditure</b>	<b>33,299</b>	<b>33,460</b>	<b>(161)</b>	
<b>Carried forward projects from previous year</b>	<b>3,000</b>	<b>1,545</b>	<b>1,455</b>	<b>(t)</b>
<b>Total capital works expenditure (including carry forwards)</b>	<b>36,299</b>	<b>35,005</b>	<b>1,294</b>	
<b>Represented by:</b>				
Asset renewal expenditure	17,495	14,798	2,697	
Asset upgrade expenditure	9,984	11,806	(1,822)	
Asset expansion expenditure	6,642	6,719	(77)	
Asset new expenditure	2,178	1,682	496	
<b>Total capital works expenditure</b>	<b>36,299</b>	<b>35,005</b>	<b>1,294</b>	

Note 2 Budget comparison (continued)

Explanation of material variations — capital works statement

Variance reference	Explanation — capital items
(l) <b>Land</b>	— unbudgeted spend of \$3.5m due to the acquisition of two land parcels during the 2016–17 year: <ul style="list-style-type: none"> <li>(i) 53 Magnolia Road for \$1.39m, approved by Council on 19 September 2016 to extend Gardenvale Park; and</li> <li>(ii) 6 Aileen Avenue, Caulfield South — \$2.1m, approved by Council on 9 August 2016 to provide the community with additional open space.</li> </ul>
(m) <b>Buildings</b>	— comprising buildings and building improvements, upgrade and renewal of community facilities; Municipal offices; sports facilities; and pavilions. Buildings were underspent by \$924k in projects mainly relating to: Town Hall works, Lord Hex Pavilion, Carnegie; and Marlborough Pavilion, Bentleigh East. These works will be carried forward to the 2017–18 budget year.
(n) <b>Computers and telecommunications</b>	— were under budget by \$328k due to early rollout of new PCs, which occurred during the prior financial year.
(o) <b>Other plant and equipment</b>	— were underspent to budget by \$347k due to: <ul style="list-style-type: none"> <li>(i) delay in installation of parking meters which has been deferred to 2017–18 pending development of Monash University master plan (\$150k);</li> <li>(ii) a delay in the purchase of residential aged care equipment (\$83k); and</li> <li>(iii) delay in installation of swipe card readers at various buildings capitalised within Buildings (\$81k).</li> </ul>
(p) <b>Drainage</b>	— includes drains in road reserves and sports grounds drainage and irrigation. Drainage expenditure was overspent by \$351k due to additional works across the municipality.
(q) <b>Open space</b>	— includes open space initiatives; parks; playing surfaces; and playground equipment. Open space is underspent by \$1.18m due to projects in progress at the end of June 2017. This includes the skate park redevelopment at Bailey Reserve, East Bentleigh; outer track works at Duncan Mackinnon Reserve, Murrumbeena; and <i>Open Space</i> initiatives at Pell Street, Bentleigh East and Marara Road Reserve, Caulfield South. These works will be carried forward to the 2017–18 budget year.
(r) <b>Car parks</b>	— were underspent by \$77k. This will be carried forward into 2017–18 budget year for carpark renewal works.
(s) <b>Streetscape works</b>	— includes street beautification of Council's streets and shopping precincts. Capital spend is favourable to budget within streetscapes due to the Patterson Road works being postponed pending an additional needs analysis for pedestrian crossing associated with Patterson Station (\$231k).
(t) <b>Carried forward expenditure from 2015–16</b>	— related to projects that were either incomplete or not commenced due to planning issues, weather delays, extended consultation etc. Amounts spent on carried forward projects from the 2015–16 financial year were lower than anticipated in the 2016–17 Budget. Council approved carried forward projects of \$2.05m in July 2016 of which \$1.55m was spent as at 30 June 2017. At the time of adopting the 2016–17 Budget, \$3m was estimated for carried forward amounts for projects.

	2017 \$ '000	2016 \$ '000
<b>Note 3 Rates and charges</b>		
Council uses Net Annual Value (NAV) as the basis of rating of all properties within the municipal district. For residential properties, NAV is fixed at five per cent of the Capital Improved Value (CIV). For all other properties, the NAV is the current value of a property's net annual rent ie. gross annual rental less all outgoings — such as land tax, building insurance and maintenance costs etc., (but excluding Council rates) and is a minimum of five per cent.		
The valuation base used to calculate general rates for 2016–17 was \$2,950m (2015–16 \$2,357m). The 2016–17 rate in the dollar was 2.9033 cents (2015–16 3.4920 cents).		
Municipal rates	85,346	81,723
Waste and recycling charges	14,769	14,314
Supplementary rates and rate adjustments	749	851
Interest on rates and charges	390	349
<b>Total rates and charges</b>	<b>101,254</b>	<b>97,237</b>
The date of the latest general revaluation of land for rating purposes within the municipality was 1 January 2016 and the valuation was applied to the rating period commencing 1 July 2016.		

<b>Note 4 Statutory fees and fines</b>		
Parking infringements*	7,253	5,724
Registration fees — food premises/ <i>Health Act</i>	409	401
Voting infringement fees**	283	-
Property information	240	232
Building fees	187	171
Land information certificates	167	140
Magistrate court fees	75	95
Other statutory fees and fines	20	16
<b>Total statutory fees and fines</b>	<b>8,634</b>	<b>6,779</b>
* The increase in parking infringements is due to the emphasis on safety around schools and balancing trader and patron parking due to increased building activity and the grade separation works.		
**Voting infringements relates to compulsory penalties imposed by the Victorian Electoral Commission (VEC) for failing to vote in the 2016 Local Government elections. The VEC had a legislative mandate to manage voting and the compulsory enforcement process for the elections. These funds were collected by the VEC and remitted to Council.		

<b>Note 5 User fees</b>		
Leisure centre and recreation	12,578	12,399
Aged and health services	3,672	3,788
Building and planning services*	2,914	1,784
Family and early learning centres	2,381	2,273
Animal registrations and local laws	1,410	1,231
Community care	1,000	1,204
Other fees and charges	626	489
Council facilities hire	534	507
Parking metre fees	479	454
State Revenue Office — valuation recoupment	361	95
Road openings and reinstatements	336	209
Footpath rentals	165	177
Waste and sustainability	146	121
Library and learning centres	130	125
Maintenance	108	120
<b>Total user fees</b>	<b>26,840</b>	<b>24,976</b>
* The increase in building and planning fees reflects the changes to the planning and subdivision fee regulations on 27 September 2016 with the new fees applying from 13 October 2016. Planning and responsible authorities provide services under the <i>Planning and Environment Act 1987</i> which attract a fee in accordance with the <i>Planning and Environment (Fees) Regulations 2016</i> .		

	<b>2017</b>	<b>2016</b>
	<b>\$ '000</b>	<b>\$ '000</b>

**Note 6 Grants**

Grants were received in respect of the following:

**Summary of grants**

Commonwealth funded grants	16,172	12,731
State funded grants	9,771	9,657
Others	891	706
<b>Total grants received</b>	<b>26,834</b>	<b>23,094</b>

**Operating grants**

**Recurrent — Commonwealth Government**

Aged care	8,561	8,550
Family and early learning centres	1,174	1,128
Family day care	367	441
Victorian Grants Commission — general purpose*	4,457	1,458
Victorian Grants Commission — local roads*	929	311

**Recurrent — State Government**

Community care	6,182	6,021
Immunisation	160	151
Libraries and learning centres	920	899
Maternal and child health	1,024	870
MetroAccess	132	127
Other	33	46
School crossing supervisors	229	212
Senior citizens	90	93
Social support	410	396
<b>Total operating grants</b>	<b>24,668</b>	<b>20,703</b>

\* During the year, the Commonwealth Government announced prepayments of Council's Victorian Grants Commission funding for 2017–18. The amount of \$1.84m (50 per cent of the grant) was received for financial assistance and local roads funding in the 2016–17 financial year.

	<b>2017</b>	<b>2016</b>
	<b>\$ '000</b>	<b>\$ '000</b>
<b>Note 6 Grants (continued)</b>		
<b>Capital grants</b>		
<b>Recurrent — Commonwealth Government</b>		
<i>Roads to Recovery Program</i>	665	823
<b>Total recurrent capital grants</b>	<b>665</b>	<b>823</b>
<b>Non-recurrent — Commonwealth Government</b>		
<i>Stronger Community Program</i> — Allnutt Park toddlers playground	-	20
<i>Stronger Community Program</i> — EE Gunn Reserve playspace redevelopment	20	-
<b>Non-recurrent — State Government</b>		
Booran Reserve redevelopment	65	585
Centenary Park Pavilion redevelopment	-	50
<i>The Children's Facilities Capital Program</i> — Brady Road Kindergarten and Bentleigh West Kindergarten early learning facility upgrades	225	-
Duncan Mackinnon Pavilion redevelopment	-	100
Duncan Mackinnon Reserve athletic track reconstruction	100	-
Duncan Mackinnon Reserve netball courts	90	-
King George Reserve Pavilion female facilities redevelopment	90	-
Leckie Street Reserve play space redevelopment	-	75
<i>Restoring Community War Memorial Grants Program</i>	-	14
Tobacco inspection	20	8
<i>Walk to School Program</i>	-	10
<b>Non-recurrent — Other</b>		
<i>Black Spot Programme</i>	109	601
EE Gunn Reserve rehabilitation — warm season grasses	653	-
EE Gunn Reserve community projects	95	-
<i>Living Rivers Program</i>	23	105
<i>Storm Water Community Education Program</i>	6	-
VicRoads Community Road Safety	5	-
<b>Total non-recurrent capital grants</b>	<b>1,501</b>	<b>1,568</b>
<b>Total capital grants</b>	<b>2,166</b>	<b>2,391</b>

	2017	2016
	\$ '000	\$ '000

**Note 6 Grants (continued)**

**Conditions on grants**

Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:

**Victorian Grants Commission — financial assistance and local roads funding**

Open balance brought forward	-	-
Grants received during the financial year	5,386	-
Amounts expended during the financial year	(3,549)	-
<b>Balance remaining to be spent</b>	<b>1,837</b>	<b>-</b>

During the year, the Commonwealth Government announced prepayments of 50 per cent of Council's Victorian Grants Commission funding. The amount of \$1.84m was received, comprising financial assistance and local roads funding.

**Duncan Mackinnon Reserve athletic track reconstruction**

Open balance brought forward	-	-
Grants received during the financial year	100	-
Amounts expended during the financial year	-	-
<b>Balance remaining to be spent</b>	<b>100</b>	<b>-</b>

The Department of Health and Human Services will contribute \$250k in total towards the installation of a new sandwich polyurethane synthetic surface and base for the regional athletics track at Duncan Mackinnon Reserve. The project is expected to be completed during the 2017–18 financial year.

**Duncan Mackinnon Reserve netball courts**

Open balance brought forward	-	-
Grants received during the financial year	90	-
Amounts expended during the financial year	-	-
<b>Balance remaining to be spent</b>	<b>90</b>	<b>-</b>

The Department of Health and Human Services will contribute \$100k in total towards the construction of two new netball courts with 200 lux lighting at Duncan Mackinnon Reserve. The project is expected to be completed during the 2017–18 financial year.

**King George Reserve Pavilion female facilities**

Open balance brought forward	-	-
Grants received during the financial year	90	-
Amounts expended during the financial year	-	-
<b>Balance remaining to be spent</b>	<b>90</b>	<b>-</b>

The Department of Health and Human Services will contribute \$100k in total towards the redevelopment of the existing change rooms and amenities at King George Reserve. The project is expected to be completed during the 2017–18 financial year.

	2017 \$ '000	2016 \$ '000
<b>Note 6 Grants (continued)</b>		
<i>Living Rivers Program</i>		
Open balance brought forward	105	-
Grants received during the financial year	23	105
Amounts expended during the financial year	(128)	-
<b>Balance remaining to be spent</b>	<b>-</b>	<b>105</b>
Melbourne Water contributed \$128k in total towards the water sensitive urban design of Booran Reserve. The project was completed during the 2016–17 financial year.		
<i>Walk to School Program</i>		
Open balance brought forward	10	-
Grants received during the financial year	-	10
Amounts expended during the financial year	(10)	-
<b>Balance remaining to be spent</b>	<b>-</b>	<b>10</b>
Grant funding of \$10k received from the Department of Public Health is for Council to promote <i>Walk to School</i> in the municipality, to liaise with local primary schools to encourage them to actively participate in <i>Walk to School</i> 2016, and undertake local initiatives to support ongoing active travel among primary school-aged children and their families.		
Grants that were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
<b>Net increase/(decrease) in restricted assets resulting from grant revenues for the year:</b>	<b>-</b>	<b>-</b>

**Note 7 Other income**

Rentals and leases	1,494	1,464
Interest	1,404	1,377
Licences and permits* (grade separation works)	856	293
Other revenue	322	299
Bank guarantees**	94	486
<b>Total other income</b>	<b>4,170</b>	<b>3,919</b>

\* The licences and permits income associated with the Level Crossing Removal Authority (LXRA) project relates to commercial licencing fees derived from the State Government's temporary occupation of Council's car parks within the municipality.

\*\* Relates to the liquidation of bank guarantees resulting from contractual disputes with the construction of capital works projects — \$94k (2016–17) for Booran Reserve and \$486k (2015–16) for Duncan Mackinnon Pavilion.

**Note 8 Contributions — monetary**

Public open space	7,811	5,865
<b>Total contributions — monetary</b>	<b>7,811</b>	<b>5,865</b>

Public open space fees received during the year are transferred to other reserves pursuant to section 18 of the *Subdivision Act 1988* (public open space reserve). Refer to note 26 (b).

	2017 \$ '000	2016 \$ '000
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**Note 9 Investments in joint operations**

Glen Eira City Council has entered into a joint operation in connection with the Regional Landfill Clayton South Joint Venture. The main activity was the provision of a refuse disposal site for councils. The Clayton Regional Landfill site is now closed and has completed the waste filling and is preparing for a program of rehabilitation works. The registered office and principal place of business of the Joint Venture is Clayton Road, Clayton South, VIC 3169.

The landfill site is jointly owned by five councils including Glen Eira City Council and the equity is distributed accordingly: Boroondara 35.22 per cent, Glen Eira 21.10 per cent, Monash 16.80 per cent, Stonnington 12.76 per cent and Whitehorse 14.12 per cent.

Council has received the unaudited accounts of the joint operation and Council's 21.1 per cent share of the net liabilities employed in the joint operations is included in the Financial Statements as follows:

**Note 9 (a) Summarised Statement of Comprehensive Income  
for the year ended 30 June 2017**

Total income	104	1,800
Total expenses	489	1,486
<b>Share of net (loss)/surplus of joint operations</b>	<b>(385)</b>	<b>314</b>

**Summarised Balance Sheet  
as at 30 June 2017**

<b>Assets</b>		
Current assets	1,687	2,236
<b>Total assets</b>	<b>1,687</b>	<b>2,236</b>
<b>Liabilities</b>		
Current liabilities	745	847
Non-current liabilities	1,770	1,832
<b>Total liabilities</b>	<b>2,515</b>	<b>2,679</b>
<b>Net liabilities</b>	<b>(828)</b>	<b>(443)</b>
<b>Equity/(deficit)</b>		
Accumulated deficit	(828)	(443)
<b>Total equity/(deficit)</b>	<b>(828)</b>	<b>(443)</b>
Adjusted for rehabilitation costs (refer to note 9 (b) )	2,420	2,568
<b>Total investment in joint operations (excluding rehabilitation costs)</b>	<b>1,592</b>	<b>2,125</b>

	2017 \$ '000	2016 \$ '000
<b>Note 9</b>		
<b>Investments in joint operations (continued)</b>		
<b>Note 9 (b) Other liabilities</b>		
Provision for environmental rehabilitation	2,420	2,568
<b>Total other liabilities</b>	<b>2,420</b>	<b>2,568</b>

At the reporting date the Joint Venture recognised a provision for rehabilitation works which is measured at the present value of the Joint Venturers' best estimate of the costs associated with remediation of the site over a period of 28 years. Remediation is expected to be completed by 2045.

The calculation of the provision is based on a review of the annual and event aftercare costs of the site. These costs have been inflated at an assumed inflation rate of 2.5 per cent annually for 28 years. The present value calculation uses the Milliman Group of 100 discount rate forecasts for 28 years.

The provision also takes into account a forecast \$2.52m of capping and gas infrastructure works that are required to be completed primarily in 2017–18 in order to decommission the land fill.

The provision is assessed at the end of each reporting period in order to ensure it accurately reflects the cost of closing and restoring the site.

Council's share of the joint operation is also disclosed as a contingent liability in note 32. The environmental rehabilitation represents Council's future share of rehabilitation costs payable by Clayton Regional Landfill (not Council) but will translate into a cash injection by Council in the future.

#### **Summarised statement of cash flows**

Net cash provided used in operating activities	(548)	(364)
<b>Net decrease in cash and cash equivalents</b>	<b>(548)</b>	<b>(364)</b>

#### **Summary of joint operations**

##### **Movements for the year**

Share of joint operations as at 1 July	(443)	(757)
Share of net (loss)/surplus of joint operations	(385)	314
<b>Share of total equity of joint operations as at 30 June</b>	<b>(828)</b>	<b>(443)</b>

	<b>Notes</b>	<b>2017 \$ '000</b>	<b>2016 \$ '000</b>
<b>Note 10 (a) Employee costs</b>			
Wages and salaries		55,166	53,649
Superannuation (refer to note 10(b))		5,827	5,687
Annual leave		4,644	4,480
Long service leave		1,580	1,166
WorkSafe		666	913
Other employee costs		1,075	949
Fringe benefits tax		206	226
<b>Total gross employee costs</b>		<b>69,164</b>	<b>67,070</b>
Capitalised salaries	<b>27</b>	<b>(2,156)</b>	<b>(2,248)</b>
<b>Total net employee costs</b>		<b>67,008</b>	<b>64,822</b>

**Note 10 (b) Superannuation**

Council made contributions to the following funds:

**Defined benefit plans**

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	375	423
	<b>375</b>	<b>423</b>

**Accumulation funds**

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	4,494	4,386
Employer contributions to HESTA	705	657
Employer contributions to other funds	253	221
	<b>5,452</b>	<b>5,264</b>

Employer contributions payable to Local Authorities Superannuation Fund (Vision Super) at reporting date (accumulation fund)	545	490
	<b>545</b>	<b>490</b>

**Summary**

<b>Employer contributions paid at reporting date</b>	<b>5,827</b>	<b>5,687</b>
<b>Employer contributions payable at reporting date</b>	<b>545</b>	<b>490</b>

Refer to note 31 for further information relating to Council's superannuation obligations.

		<b>2017</b>	<b>2016</b>
		<b>\$ '000</b>	<b>\$ '000</b>
<b>Note 11</b>	<b>Materials and services</b>		
	Contract payments	31,999	30,484
	Maintenance	6,671	7,625
	Materials and consumables	5,535	5,635
	Utilities	3,694	4,107
	Training	874	748
	Insurance	780	754
	Grants and subsidies	703	773
	<b>Total materials and services</b>	<b>50,256</b>	<b>50,126</b>
<b>Note 12</b>	<b>Depreciation and amortisation</b>		
	Infrastructure	11,718	11,437
	Plant and equipment	4,636	4,802
	Property	4,850	4,641
	<b>Total depreciation</b>	<b>21,204</b>	<b>20,880</b>
	Intangible assets	299	451
	<b>Total depreciation and amortisation</b>	<b>21,503</b>	<b>21,331</b>
	Refer to note 20 and 21 for a more detailed breakdown of depreciation and amortisation charges.		
<b>Note 13</b>	<b>Net loss on sale/disposal of property, infrastructure, plant and equipment</b>		
	Proceeds of sale	821	632
	Written down value (WDV) of assets disposed (refer to note 20)	(1,844)	(2,489)
	Disposal costs for laneway sales	(146)	(120)
	Discontinued capital works projects*	(79)	(112)
	<b>Total net loss on sale/disposal of property, infrastructure, plant and equipment</b>	<b>(1,248)</b>	<b>(2,089)</b>
	*Relates to the write-off of design costs on projects that did not proceed.		

	2017 \$ '000	2016 \$ '000
<b>Note 14      Borrowing costs</b>		
Economic cost*	-	4,927
Interest — borrowings	749	1,703
Interest — equipment lease	19	18
Interest — finance lease	-	1
<b>Total borrowing costs</b>	<b>768</b>	<b>6,649</b>

\*In 2016, Council considered a number of options to determine if cost savings were available from restructuring the existing borrowings. The options involved refixing the loan for a shorter term of seven years at a fixed rate of interest (as this was the optimum period for making a saving).

<b>Note 15      Other expenses</b>		
Bad and doubtful debts*	954	658
Other expenses	816	879
Rentals (refer to note 30)	451	449
Lodgement fees	451	341
Councillors' allowances	344	351
Advertising	327	364
Memberships and subscriptions	230	215
Leasing	224	333
Program costs	222	141
VicRoads extracts	139	109
Document storage	136	149
Laundry fees	129	136
Licences and registrations	89	137
Animal registrations and levies	71	79
Business development seminars	60	68
Party in the parks	32	27

\* The increase in bad and doubtful debts is attributable to the increased activity in parking infringements throughout the municipality, refer to notes 3 and 18 of the Financial Statements.

<b>Auditors remuneration</b>		
Internal auditors*	186	107
External auditors — VAGO — audit of the Financial Statements, Performance Statement and grant acquittals	63	75
Other auditors remuneration costs	26	34
<b>Total other expenses</b>	<b>4,950</b>	<b>4,652</b>

\* The internal audit program for 2015–16 related to audits conducted for a partial year due to the tendering of the services in September 2015.

	<b>2017</b>	<b>2016</b>
	<b>\$ '000</b>	<b>\$ '000</b>
<b>Note 16 Cash and cash equivalents</b>		
Cash at bank and on hand	9,960	6,606
Term deposits	12,449	10,402
<b>Total cash and cash equivalents</b>	<b>22,409</b>	<b>17,008</b>
Other financial assets (refer note 17)	38,703	28,922
<b>Total cash and cash equivalents and other financial assets</b>	<b>61,112</b>	<b>45,930</b>

**Restricted funds**

Council's cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

Trust funds and deposits (note 23)	(29,874)	(25,501)
Public open space reserve (note 8, 26 (b))	(3,696)	(4,093)
<b>Total restricted funds</b>	<b>(33,570)</b>	<b>(29,594)</b>
<b>Total unrestricted cash and cash equivalents</b>	<b>27,542</b>	<b>16,336</b>

**Intended allocations**

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

Cash held to fund carried forward capital works	6,000	3,000
<b>Total funds subject to intended allocations</b>	<b>6,000</b>	<b>3,000</b>

Refer also to Note 17 for details of other financial assets held by Council.

**Note 17 Other financial assets**

**Current**

<b>Term deposits (maturity greater than three months)</b>	<b>38,703</b>	<b>28,922</b>
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**Non-current**

<b>MAPS shareholding — at fair value*</b>	<b>5</b>	<b>5</b>
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\* 5,020 shares were issued on 17 May 1995. These shares are held with MAPS Group Ltd Trading as Strategic Purchasing.

	<b>2017</b>	<b>2016</b>
	<b>\$ '000</b>	<b>\$ '000</b>
<b>Note 18 Trade and other receivables</b>		
<b>Statutory receivables</b>		
Rates debtors	5,791	5,098
Parking infringement debtors — Council	1,801	1,264
Parking infringement debtors — PERIN Court	2,329	1,749
Provision for doubtful debts — parking infringements	(2,276)	(1,701)
Net GST Receivable	1,307	1,657
Fire services property levy	642	579
<b>Non-statutory receivables</b>		
Other trade receivables	3,168	1,766
Provision for doubtful debts — other trade receivables	(23)	(4)
<b>Total trade and other receivables</b>	<b>12,739</b>	<b>10,408</b>
<b>(a) Ageing of trade and other receivables</b>		
At balance date other debtors representing financial assets were past due but not impaired. The ageing of Council's other trade receivables (excluding statutory receivables) was:		
Current (not yet overdue)	2,844	1,449
Past due by up to 30 days	120	267
Past due between 31 and 180 days	204	50
<b>Total trade and other receivables</b>	<b>3,168</b>	<b>1,766</b>
<b>(b) Movements in provisions for doubtful debts</b>		
Balance at the beginning of the year	(1,705)	(1,261)
(Increase) in provisions recognised during the year	(594)	(444)
<b>Balance at end of year</b>	<b>(2,299)</b>	<b>(1,705)</b>
<b>Note 19 Other assets</b>		
Accrued income	671	831
Prepayments*	826	466
<b>Total other assets</b>	<b>1,497</b>	<b>1,297</b>
* Prepayments are expenses that Council has paid in advance of service delivery as at 30 June. The increase in prepayments relates to the timing of Council receiving invoices from suppliers.		

**Note 20 Property, infrastructure plant and equipment**

**Summary of property, infrastructure plant and equipment**

	<b>WDV 30 June 2016</b>	<b>Acquisitions</b>	<b>Contributions</b>	<b>Revaluation</b>	<b>Depreciation</b>	<b>Disposal</b>	<b>Transfers</b>	<b>At fair value 30 June 2017</b>
	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>
Land	1,577,325	10,324	-	118,666	-	-	-	1,706,315
Buildings	174,803	3,653	-	-	(4,850)	(53)	-	173,553
Plant and equipment	13,894	4,037	-	-	(4,636)	(137)	-	13,158
Infrastructure	265,053	21,338	-	5,593	(11,718)	(1,641)	-	278,625
Art collection and municipal regalia	1,910	-	-	-	-	-	-	1,910
Work in progress	14,153	-	-	-	-	-	(4,380)	9,773
	<b>2,047,138</b>	<b>39,352</b>	<b>-</b>	<b>124,259</b>	<b>(21,204)</b>	<b>(1,831)</b>	<b>(4,380)</b>	<b>2,183,334</b>

**Summary of work in progress (WIP)**

	<b>Opening WIP</b>	<b>Additions</b>	<b>Transfers to completed assets</b>	<b>Closing WIP</b>
	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>
Land and buildings	8,099	748	(7,296)	1,551
Plant and equipment	-	3,917	(3,911)	6
Infrastructure	6,054	25,960	(23,798)	8,216
	<b>14,153</b>	<b>30,625</b>	<b>(35,005)</b>	<b>9,773</b>

**Note 20 Property, infrastructure plant and equipment (continued)**

<b>Property</b>	<b>Notes</b>	Land - specialised	Land under roads	<b>Total land</b>	Buildings - non specialised	Buildings - specialised	Leasehold improvements	<b>Total buildings</b>	<b>Total property</b>
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
At fair value 1 July 2016		998,768	578,557	<b>1,577,325</b>	219,098	42,713	382	<b>262,193</b>	<b>1,839,518</b>
Accumulated depreciation		-	-	-	(80,078)	(7,153)	(159)	<b>(87,390)</b>	<b>(87,390)</b>
Work in progress		-	-	-	8,091	8	-	<b>8,099</b>	<b>8,099</b>
		<b>998,768</b>	<b>578,557</b>	<b>1,577,325</b>	<b>147,111</b>	<b>35,568</b>	<b>223</b>	<b>182,902</b>	<b>1,760,227</b>
<b>Movements in fair value</b>									
Acquisition of assets at fair value		10,324	-	<b>10,324</b>	3,653	-	-	<b>3,653</b>	<b>13,977</b>
Contributed assets		-	-	-	-	-	-	-	-
Revaluation increments	<b>26 (a)</b>	118,666	-	<b>118,666</b>	-	-	-	-	<b>118,666</b>
Fair value of assets disposed	<b>13</b>	-	-	-	(582)	-	-	<b>(582)</b>	<b>(582)</b>
Work in progress		-	-	-	(6,780)	232	-	<b>(6,548)</b>	<b>(6,548)</b>
		<b>128,990</b>	-	<b>128,990</b>	<b>(3,709)</b>	<b>232</b>	-	<b>(3,477)</b>	<b>125,513</b>
<b>Movements in accumulated depreciation</b>									
Depreciation	<b>12</b>	-	-	-	(4,273)	(559)	(18)	<b>(4,850)</b>	<b>(4,850)</b>
Accumulated depreciation of disposals	<b>13</b>	-	-	-	528	-	-	<b>528</b>	<b>528</b>
		-	-	-	<b>(3,745)</b>	<b>(559)</b>	<b>(18)</b>	<b>(4,322)</b>	<b>(4,322)</b>
At fair value 30 June 2017		1,127,758	578,557	<b>1,706,315</b>	222,169	42,713	382	<b>265,264</b>	<b>1,971,579</b>
Accumulated depreciation at 30 June 2017		-	-	-	(83,823)	(7,712)	(177)	<b>(91,712)</b>	<b>(91,712)</b>
Work in progress		-	-	-	1,311	240	-	<b>1,551</b>	<b>1,551</b>
		<b>1,127,758</b>	<b>578,557</b>	<b>1,706,315</b>	<b>139,657</b>	<b>35,241</b>	<b>205</b>	<b>175,103</b>	<b>1,881,418</b>

**Note 20 Property, infrastructure plant and equipment (continued)**

<b>Plant and equipment</b>	<b>Notes</b>	<b>Plant and equipment</b>	<b>Furniture and equipment</b>	<b>Total plant and equipment</b>
		<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>
At cost 1 July 2016		8,930	33,042	<b>41,972</b>
Accumulated depreciation		(5,473)	(22,605)	<b>(28,078)</b>
Work in progress		-	-	-
		<b>3,457</b>	<b>10,437</b>	<b>13,894</b>
<b>Movements in cost</b>				
Acquisition of assets at cost		1,693	2,344	<b>4,037</b>
Contributed assets				
Revaluation increments/(decrements)	<b>26 (a)</b>	-	-	-
Cost of assets disposed	<b>13</b>	(1,242)	(235)	<b>(1,477)</b>
Work in progress			6	<b>6</b>
		<b>451</b>	<b>2,115</b>	<b>2,566</b>
<b>Movements in accumulated depreciation</b>				
Depreciation	<b>12</b>	(1,115)	(3,521)	<b>(4,636)</b>
Accumulated depreciation of disposals	<b>13</b>	1,105	235	<b>1,340</b>
		<b>(10)</b>	<b>(3,286)</b>	<b>(3,296)</b>
At cost 30 June 2017		9,381	35,150	<b>44,531</b>
Accumulated depreciation at 30 June 2017		(5,483)	(25,891)	<b>(31,374)</b>
Work in progress		-	6	<b>6</b>
		<b>3,898</b>	<b>9,266</b>	<b>13,164</b>

**Note 20 Property, infrastructure plant and equipment (continued)**

<b>Infrastructure</b>	<b>Notes</b>	<b>Roads</b>	<b>Footpaths, furniture and signs</b>	<b>Drains</b>	<b>Parks and gardens</b>	<b>Total infrastructure</b>
		<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>
At fair value 1 July 2016		249,735	112,291	174,104	68,363	<b>604,493</b>
Accumulated depreciation		(133,855)	(71,747)	(98,833)	(35,005)	<b>(339,440)</b>
Work in progress		2,871	228	2,692	263	<b>6,054</b>
		<b>118,751</b>	<b>40,772</b>	<b>77,963</b>	<b>33,621</b>	<b>271,107</b>
<b>Movements in fair value</b>						
Acquisition of assets at fair value		5,005	2,331	5,264	8,738	<b>21,338</b>
Contributed assets						
Revaluation decrements at fair value	<b>26 (a)</b>	(5,440)	(2,209)	(4,131)	17,373	<b>5,593</b>
Fair value of assets disposed	<b>13</b>	(1,760)	(826)	(123)	(650)	<b>(3,359)</b>
Work in progress		1,252	110	44	756	<b>2,162</b>
		<b>(943)</b>	<b>(594)</b>	<b>1,054</b>	<b>26,217</b>	<b>25,734</b>
<b>Movements in accumulated depreciation</b>						
Depreciation	<b>12</b>	(4,256)	(2,272)	(1,749)	(3,441)	<b>(11,718)</b>
Accumulated depreciation of disposals	<b>13</b>	1,163	22	88	446	<b>1,719</b>
		<b>(3,093)</b>	<b>(2,250)</b>	<b>(1,661)</b>	<b>(2,995)</b>	<b>(9,999)</b>
At fair value 30 June 2017		247,540	111,587	175,114	93,825	<b>628,066</b>
Accumulated depreciation at 30 June 2017		(136,948)	(73,997)	(100,494)	(38,000)	<b>(349,439)</b>
Work in progress		4,123	338	2,736	1,019	<b>8,216</b>
		<b>114,715</b>	<b>37,928</b>	<b>77,356</b>	<b>56,843</b>	<b>286,842</b>

**Note 20 Property, infrastructure plant and equipment (continued)**

<b>Art collection and municipal regalia</b>	<b>Notes</b>	<b>Art collection and municipal regalia</b>	<b>Total art collection and municipal regalia</b>
		\$ '000	\$ '000
At fair value 1 July 2016		1,910	<b>1,910</b>
		<b>1,910</b>	<b>1,910</b>
<b>Movements in fair value</b>			
Acquisition of assets at fair value		-	-
Acquisition of assets at cost		-	-
Revaluation increments	<b>26 (a)</b>	-	-
Fair value of assets disposed	<b>13</b>	-	-
		-	-
At fair value 30 June 2017		1,910	<b>1,910</b>
		<b>1,910</b>	<b>1,910</b>

**Note 20 Property, infrastructure plant and equipment (continued)**

**(a) Valuations of land and buildings**

Valuations of land and buildings were undertaken by a qualified independent valuer, Belinda Macfarlane (A.A.P.I) Certified Practising Valuer from Patel Dore Valuers. The valuations of land and buildings are at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the Comprehensive Income Statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table. An indexed based revaluation was conducted in the current year and was based on sales data to determine the movement in fair value. A full revaluation of these assets will be conducted in 2017–18.

Details of Council's land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows:

	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Date of</b>
	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>Valuation</b>
Land — specialised	-	-	1,127,758	01/16
Land under roads	-	-	578,557	01/16
Buildings — specialised	-	-	35,001	01/16
Buildings — non specialised	-	138,346	-	01/16
<b>Total land and buildings</b>	<b>-</b>	<b>138,346</b>	<b>1,741,316</b>	

**(b) Valuations of infrastructure**

Valuations of infrastructure assets, except for Parks and recreation assets, have been assessed by Glen Eira City Council's Director Infrastructure, Environment and Leisure Samantha Krull B.Science Engineering (Civil), GradD Engineering (Civil) as at 30 June 2017.

Parks and recreation assets were assessed by Greg McNally, Director of Corengal Pty Ltd, as at 30 April 2017. The next scheduled full revaluation for this purpose will be conducted in 2021–22.

The valuation of infrastructure assets is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2017 are as follows:

	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Date of</b>
	<b>\$ '000</b>	<b>\$ '000</b>	<b>\$ '000</b>	<b>Valuation</b>
Roads	-	-	110,592	06/14
Footpaths, furniture and signs	-	-	37,590	06/14
Drains	-	-	74,620	06/14
Parks and gardens	-	-	55,823	04/17
<b>Total infrastructure</b>	<b>-</b>	<b>-</b>	<b>278,625</b>	

**Note 20 Property, infrastructure plant and equipment (continued)**

**(c) Valuation of art collection and municipal regalia**

Art collection assets were assessed by Lauraine Diggins, Director Fine Art Pty Ltd as at 30 June 2015. The basis of valuation was market value.

Details of Council's art collection and municipal regalia and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$ '000	Level 2 \$ '000	Level 3 \$ '000	Date of Valuation
Art collection and municipal regalia	-	-	1,910	06/15
<b>Total art collection and municipal regalia</b>	<b>-</b>	<b>-</b>	<b>1,910</b>	

**(d) Description of significant unobservable inputs into level 3 valuations**

**Specialised land and land under roads** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between five per cent and 95 per cent. The market value of land varies significantly depending on the location of the land and the current market conditions. 2015–16 land values range between approximately \$219 and \$3,524 per square metre.

**Specialised buildings** are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of the buildings. Current replacement cost is calculated on a square metre basis ranges from \$186 to \$3,840 per square metre. The remaining useful lives of the buildings are determined on the basis of the current condition of buildings and vary from 22 years to 107 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from five years to 160 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2017 \$'000	2016 \$'000
<b>Reconciliation of specialised land</b>		
Land	1,127,758	998,768
Land under roads	578,557	578,557
<b>Total specialised land</b>	<b>1,706,315</b>	<b>1,577,325</b>

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Note 21 Intangible assets</b>		
Computer software and licences — at cost	4,934	5,238
Accumulated amortisation	(4,170)	(4,196)
<b>Total intangible assets</b>	<b>764</b>	<b>1,042</b>
<b>Movements for the year</b>		
Computer software and licences — as at 1 July	1,042	750
Additions	37	743
Disposals (note 13)	(14)	-
Amortisation expense	(301)	(451)
<b>Net book value at 30 June</b>	<b>764</b>	<b>1,042</b>
<b>Note 22 Trade and other payables</b>		
Trade payables	8,310	11,009
Accrued expenses	6,407	5,485
<b>Total trade and other payables</b>	<b>14,717</b>	<b>16,494</b>
<b>Note 23 Trust funds and deposits</b>		
<b>Current — expected to be refundable within 12 months</b>		
Residential aged care bonds and deposits	7,420	6,257
Refundable deposits	4,231	3,807
Fire services property levy	910	837
	<b>12,561</b>	<b>10,901</b>
<b>Current — expected to be refundable after 12 months</b>		
Residential aged care bonds and deposits	17,313	14,600
	<b>17,313</b>	<b>14,600</b>
<b>Total trust funds and deposits</b>	<b>29,874</b>	<b>25,501</b>
<b>Purpose and nature of items:</b>		
<b>Residential aged care bonds and deposits</b> — relate to resident accommodation bonds and deposits for Council's nursing homes at Warrawee, Rosstown and Spurway. These amounts are to be refunded (less retention income) when residents leave the facility. Council forecasts that 30 per cent of residential aged care bonds and deposits will fall due within 12 months after the end of the period.		
<b>Refundable deposits</b> — are taken by Council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.		
<b>Fire services property levy</b> — Council is the collection agent for the fire services property levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State Government in line with that process.		

**Note 24 Provisions**

	Annual leave	Long service leave	Sick leave	Total
2017	\$ '000	\$ '000	\$ '000	\$ '000
Balance at beginning of the financial year	4,035	10,033	9	14,077
Additional provisions	4,615	1,630	1	6,246
Amounts used	(4,642)	(1,376)	-	(6,018)
Decrease in the discounted amount arising because of time and the effect of any change in the discount rate	-	(24)	-	(24)
<b>Balance at the end of the financial year</b>	<b>4,008</b>	<b>10,263</b>	<b>10</b>	<b>14,281</b>
2016				
Balance at beginning of the financial year	3,947	9,920	12	13,879
Additional provisions	4,449	1,124	-	5,573
Amounts used	(4,361)	(1,049)	(3)	(5,413)
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	-	38	-	38
<b>Balance at the end of the financial year</b>	<b>4,035</b>	<b>10,033</b>	<b>9</b>	<b>14,077</b>
			2017 \$ '000	2016 \$ '000
<b>Employee provisions</b>				
<b>Current provisions expected to be wholly settled within 12 months</b>				
Annual leave			3,425	3,410
Long service leave			746	715
Sick leave			10	9
			<b>4,181</b>	<b>4,134</b>
<b>Current provisions expected to be wholly settled after 12 months</b>				
Annual leave			583	625
Long service leave			8,086	8,132
			<b>8,669</b>	<b>8,757</b>
<b>Total current provisions</b>			<b>12,850</b>	<b>12,891</b>
<b>Non-current</b>				
Long service leave			1,431	1,186
			<b>1,431</b>	<b>1,186</b>
<b>Aggregate carrying amount of employee provisions:</b>				
Current provisions			12,850	12,891
Non-current provisions			1,431	1,186
<b>Total aggregate carrying amount of employee provisions</b>			<b>14,281</b>	<b>14,077</b>
The following assumptions were adopted in measuring the present value of employee benefits:				
Weighted average increase in employee costs			2.50%	3.70%
Weighted average discount rates			2.61%	1.99%
Weighted average settlement period			15.48 years	15.75 years

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>

**Note 25 Interest-bearing loans and borrowings**

**Current**

Borrowings — secured	3,343	3,149
	<b>3,343</b>	<b>3,149</b>

**Non-current**

Borrowings — secured	18,302	21,734
	<b>18,302</b>	<b>21,734</b>

<b>Total</b>	<b>21,645</b>	<b>24,883</b>
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Borrowings are secured over the General Rates of Council as per section 141 of the *Local Government Act 1989*.

**(a) The maturity profile for Council's borrowings is:**

Not later than one year	3,343	3,149
Later than one year and not later than five years	18,302	17,815
Later than five years	-	3,919
	<b>21,645</b>	<b>24,883</b>

**Note 26 Reserves**

**(a) Asset revaluation reserve**

<b>2017</b>	<b>Balance at beginning of reporting period \$ '000</b>	<b>Increment/ (decrement) \$ '000</b>	<b>Balance at end of reporting period \$ '000</b>
<b>Property</b>			
Land	686,900	118,666	805,566
Land under roads	216,578	-	216,578
Buildings	81,266	-	81,266
<b>Infrastructure</b>			
Road assets	98,930	(5,440)	93,490
Footpaths	20,594	(2,209)	18,385
Drainage	17,898	(4,131)	13,767
Parks and gardens	6,925	17,373	24,298
<b>Art collection and municipal regalia</b>			
Art collection	1,088	-	1,088
	<b>1,130,179</b>	<b>124,259</b>	<b>1,254,438</b>
<b>2016</b>	<b>Balance at beginning of reporting period \$ '000</b>	<b>Increment/ (decrement) \$ '000</b>	<b>Balance at end of reporting period \$ '000</b>
<b>Property</b>			
Land	568,970	117,930	686,900
Land under roads	-	216,578	216,578
Buildings	79,308	1,958	81,266
<b>Infrastructure</b>			
Road assets	101,298	(2,368)	98,930
Footpaths	22,222	(1,628)	20,594
Drainage	18,172	(274)	17,898
Parks and gardens	6,925	-	6,925
<b>Art collection and municipal regalia</b>			
Art collection	1,088	-	1,088
	<b>797,983</b>	<b>332,196</b>	<b>1,130,179</b>
The asset revaluation reserve is used to record the net movement of Council's assets over time.			

**Note 26 Reserves (continued)**

**(b) Public open space reserve**

	Balance at beginning of reporting period	Transfers from accumulated surplus	Transfers to accumulated surplus	Balance at end of reporting period
	\$ '000	\$ '000	\$ '000	\$ '000
<b>2017</b>				
Public open space reserve	4,093	7,811	(8,208)	3,696
	<b>4,093</b>	<b>7,811</b>	<b>(8,208)</b>	<b>3,696</b>
<b>2016</b>				
Public open space reserve	3,541	5,865	(5,313)	4,093
	<b>3,541</b>	<b>5,865</b>	<b>(5,313)</b>	<b>4,093</b>

Expenditure on *Open Space* projects for 2016–17 totalled \$8.21m and related to the following initiatives:

- Booran Reserve, corner Booran and Glenhuntly Roads, Glen Huntly \$4.62m
- 6 Aileen Ave, Caulfield South \$2.11m
- 53 Magnolia Road, Gardenvale \$1.48m.

Council approved its *Open Space Strategy* on 8 April 2014 following community consultation.

Contributions to the public open space reserve during the financial year relate to contributions received as public open space levies pursuant to the provisions of Section 18 of the *Subdivision Act 1988*. Council has achieved the new uniform levy rate of 5.7 per cent (Amendment C120).

Transfers from the public open space reserve during the financial year reflect the funding of eligible open space capital works projects.

Summary of reserves	Balance at beginning of reporting period	Increment/ (decrement) and transfers	Balance at end of reporting period
	\$ '000	\$ '000	\$ '000
<b>2017</b>			
Asset revaluation reserve	1,130,179	124,259	1,254,438
Public open space reserve	4,093	(397)	3,696
	<b>1,134,272</b>	<b>123,862</b>	<b>1,258,134</b>
<b>2016</b>			
Asset revaluation reserve	797,983	332,196	1,130,179
Public open space reserve	3,541	552	4,093
	<b>801,524</b>	<b>332,748</b>	<b>1,134,272</b>

	<b>Notes</b>	<b>2017 \$ '000</b>	<b>2016 \$ '000</b>
<b>Note 27</b>	<b>Reconciliation of cash flows from operating activities to surplus</b>		
Surplus for the year		29,425	12,515
Share of net loss/(surplus) of joint operations	<b>9</b>	385	(314)
Capitalised salaries	<b>10 (a)</b>	(2,156)	(2,248)
Depreciation and amortisation	<b>12</b>	21,503	21,331
Loss on sale/disposal of property, infrastructure, plant and equipment	<b>13</b>	1,410	2,243
Borrowing costs	<b>14</b>	748	1,704
Economic cost of borrowings	<b>14</b>	-	4,927
<b>Change in assets and liabilities:</b>			
Increase in trade and other receivables	<b>18</b>	(2,169)	(1,588)
(Increase)/decrease in other assets	<b>19</b>	(360)	176
(Decrease)/increase in trade and other payables	<b>22</b>	(808)	4,192
Increase in provisions	<b>24</b>	202	198
Increase in trust funds and other deposits	<b>23</b>	4,372	831
<b>Net cash provided by operating activities</b>		<b>52,552</b>	<b>43,967</b>
<b>Note 28</b>	<b>Reconciliation of cash and cash equivalents</b>		
Cash and cash equivalents	<b>16</b>	22,409	17,008
		<b>22,409</b>	<b>17,008</b>

**Note 29 Commitments**

Council has entered into the following commitments:

**Operating expenditure commitments** — includes provision for the following: banking facilities; street cleaning; parking services; archival storage; cleaning services; audit services; agency staff; publications; telecommunications; delivered meals; litter bin collection; cleaning of public toilets; garbage collection; recyclables collection; green waste collection; building maintenance services; traffic management; and engineering services.

**Capital expenditure commitments** — includes provision for the following: sportsground lighting; park redevelopments; pavilion works; building improvements; information systems and technology; shopping centre upgrades; landscaping; road works; drainage works; and annual footpath concrete works.

**Receivables** — are contractual commitments for operating and capital related period costs for future services. These services have not been delivered as at 30 June 2017. Similarly, the receipt of future income (contract receivables) has not been recognised as it relates to future services post 30 June 2017.

<b>2017</b>	Not later than 1 year	Later than 1 year but less than 2 years	Later than 2 years but less than 5 years	Later than 5 years	<b>Total</b>
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>Operating</b>					
Buildings	83	-	-	-	<b>83</b>
Cleaning	602	286	-	-	<b>888</b>
Community care	539	214	-	-	<b>753</b>
Consultancies	2,593	1,430	2,723	-	<b>6,746</b>
Maintenance	4,460	3,578	4,289	-	<b>12,327</b>
Parks and gardens	4,408	-	-	-	<b>4,408</b>
Plant and equipment	737	628	321	-	<b>1,686</b>
Traffic and parking	2,848	331	-	-	<b>3,179</b>
Waste and sustainability	8,713	8,539	19,105	8,800	<b>45,157</b>
Other contractual obligations	1,594	422	7	-	<b>2,023</b>
<b>Total operating commitments</b>	<b>26,577</b>	<b>15,428</b>	<b>26,445</b>	<b>8,800</b>	<b>77,250</b>
<b>Capital</b>					
Buildings	367	-	-	-	<b>367</b>
Parks and gardens	250	167	-	-	<b>417</b>
Roads	2,127	-	-	-	<b>2,127</b>
<b>Total capital expenditure commitments</b>	<b>2,744</b>	<b>167</b>	<b>-</b>	<b>-</b>	<b>2,911</b>
<b>Receivables</b>					
Other	1,040	1,040	2,079	-	<b>4,159</b>
<b>Total contract receivables</b>	<b>1,040</b>	<b>1,040</b>	<b>2,079</b>	<b>-</b>	<b>4,159</b>

**Note 29 Commitments (continued)**

<b>2016</b>	Not later than 1 year	Later than 1 year but less than 2 years	Later than 2 years but less than 5 years	Later than 5 years	<b>Total</b>
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>Operating</b>					
Buildings	110	83	-	-	<b>193</b>
Cleaning	602	343	286	-	<b>1,231</b>
Community care	1,310	539	214	-	<b>2,063</b>
Consultancies	2,114	833	55	-	<b>3,002</b>
Drainage	57	57	76	-	<b>190</b>
Maintenance	1,457	1,032	668	-	<b>3,157</b>
Parks and gardens	4,453	8	-	-	<b>4,461</b>
Plant and equipment	780	630	745	-	<b>2,155</b>
Traffic and parking	2,524	2,250	100	-	<b>4,874</b>
Waste and sustainability	7,922	7,702	22,720	1,148	<b>39,492</b>
Other contractual obligations	1,719	945	336	-	<b>3,000</b>
<b>Total operating commitments</b>	<b>23,048</b>	<b>14,422</b>	<b>25,200</b>	<b>1,148</b>	<b>63,818</b>
<b>Capital</b>					
Buildings	367	-	-	-	<b>367</b>
Parks and gardens	250	250	167	-	<b>667</b>
Roads	2,931	1,002	-	-	<b>3,933</b>
<b>Total capital expenditure commitments</b>	<b>3,548</b>	<b>1,253</b>	<b>167</b>	<b>-</b>	<b>4,967</b>
<b>Receivables</b>					
Other	1,306	1,040	3,119	-	<b>5,465</b>
<b>Total contract receivables</b>	<b>1,306</b>	<b>1,040</b>	<b>3,119</b>	<b>-</b>	<b>5,465</b>

	<b>2017</b>	<b>2016</b>
	<b>\$ '000</b>	<b>\$ '000</b>
<b>Note 30 Leases</b>		
<b>(a) Novated leases</b>		
At the reporting date, the municipality had the following obligations under novated finance leases for the use of motor vehicles:		
Not later than one year	6	12
Later than one year and not later than five years	2	30
<b>Total finance leases</b>	<b>8</b>	<b>42</b>
<b>(b) Operating lease commitments</b>		
At the reporting date, Council had the following obligations under non-cancellable operating leases for the lease of land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	448	373
Later than one year and not later than five years	1,440	69
Later than five years	1,843	4
<b>Total operating lease commitments</b>	<b>3,731</b>	<b>446</b>
The increase in operating lease commitments from 2015–16 to 2016–17 relates to the renewal of the building lease for Council's Works Depot.		
<b>(c) Operating lease receivables</b>		
Council has entered into leases on its properties. These properties held under operating leases have remaining non-cancellable lease terms of between one and 20 years.		
At the reporting date, Council had the following future minimum lease payments receivable under non-cancellable operating leases (these receivables are not recognised as assets):		
Not later than one year	271	473
Later than one year and not later than five years	831	284
Later than five years	-	38
<b>Total operating lease receivables</b>	<b>1,102</b>	<b>795</b>
No contingent rental payments will arise from the above leases.		
Some of the leases are presently subject to month-to-month tenancy.		
In relation to the independent living unit leases, both parties must comply with the <i>Residential Tenancies Act 1997</i> .		
Some of the leases are subject to periodic rent reviews.		
<b>Rental payments made during period</b>	<b>451</b>	<b>449</b>

### **Note 31 Superannuation**

Glen Eira City Council makes employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund), the HESTA Superannuation Fund (HESTA) and other employee nominated funds in accordance with employment arrangements.

The HESTA Fund and other employee nominated funds are defined contribution plans and no further liability accrues to the employer as the benefits accruing to the employees are represented by their share of the net assets of their nominated superannuation funds.

The Fund has two categories of membership, Accumulation and Defined Benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised in the Comprehensive Income Statement as an expense when they are made or due.

#### **Accumulation**

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2017, this was 9.5 per cent as required under Superannuation Guarantee (SG) legislation).

#### **Defined Benefit**

Glen Eira City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Glen Eira City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

#### **Funding arrangements**

Glen Eira City Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2017, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 103.1 per cent as at 30 June 2017. To determine the VBI, the Fund Actuary used the following long-term assumptions:

- Net investment returns 6.5 per cent per annum
- Salary information 3.5 per cent per annum
- Price inflation (CPI) 2.5 per cent per annum

**Note 31 Superannuation (continued)**

**Employer contributions**

**Regular contributions**

On the basis of the results of the 2017 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2017, this rate was 9.5 per cent of members' salaries (9.5 per cent in 2015–16). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

**Funding calls**

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of Superannuation Prudential Standard 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97 per cent.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Glen Eira City Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound-up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

**Note 31 Superannuation (continued)**

**2016 interim actuarial investigation surplus amounts**

The Fund's interim actuarial investigation as at 30 June 2016 identified the following in the Defined Benefit category of which Glen Eira City Council is a contributing employer:

- A VBI surplus of \$40.3 million; and
- A total service liability surplus of \$156 million.

The VBI surplus means that the market value of the fund's assets supporting the Defined Benefit obligations exceed the vested benefits that the Defined Benefit members would have been entitled to if they had all exited on 30 June 2016.

The total service liability surplus means that the current value of the assets in the Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses.

**2017 Full triennial actuarial investigation**

A full actuarial investigation is being conducted for the Fund's position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

**Future superannuation contributions**

Contributions by Glen Eira City Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2017 are detailed below:

<b>Scheme</b>	<b>Type of scheme</b>	<b>Rate</b>	<b>2017 \$'000</b>	<b>2016 \$'000</b>
Vision Super	Defined Benefits	9.50%	\$375	\$423
Vision Super	Accumulation	9.50%	\$4,494	\$4,386
Hesta	Accumulation	9.50%	\$705	\$657
Other	Accumulation	9.50%	\$253	\$221
<b>Total</b>			<b>\$5,827</b>	<b>\$5,687</b>

In addition to the above contributions, Glen Eira City Council has paid unfunded liability payments to Vision Super totalling \$nil during the 2016-17 year (\$nil paid during the 2015-16 year).

There were no contributions outstanding and loans issued from or to the above schemes as at 30 June 2017.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ended 30 June 2018 is \$nil.

**Note 32 Contingent assets and liabilities**

**Contingent assets**

As at 30 June 2017, there are no potential contingent assets.

**Contingent liabilities**

**(a) Arising from legal matters**

Council is presently involved in several confidential legal matters, which are being conducted through Council's solicitors.

As these matters are yet to be finalised and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the *Financial Report*.

**(b) Arising from insurable claims**

As a major enterprise, Council is subject to claims that may arise in areas such as: public liability for injury and/or property damage; professional indemnity for wrongful advice; Councillors' and officers' liability; employment practices liability; and discrimination.

Council maintains a comprehensive insurance portfolio in respect of all identified areas of potential liability. Council presently has no outstanding claims in these areas except in respect of public liability. Council has insurance coverage that exceeds the requirements of legislation and that is more than adequate to cover any outstanding claims that fall within the terms of the insurance coverage.

Council has no claims that fall outside the insurance coverage except for those which are not covered because they are 'under excess' in respect of the applicable coverage.

Council's liability therefore, is limited to minor 'under excess' claims and the 'under excess' component of claims that fall within the insurance coverage. Council makes allowance for these 'under excess' contingent liabilities in its *Annual Budget*.

**(c) Regional Landfill Clayton South Joint Operation**

Five councils have entered into a joint operation in connection with the Clayton Regional Landfill Joint Operation. The main activity is the provision of a refuse disposal site for councils.

The Clayton Regional Landfill site is now closed and has completed the waste filling and is undergoing for a program of rehabilitation works that include the construction of a landfill cap over the whole of the landfill.

The Joint Venturers are obligated to restore the landfill site to a particular standard. The site ceased operation at the end of January 2016 and restoration work has commenced.

The Joint Venture councils are required to progressively rehabilitate the site post closure and provide for future monitoring and after care of the site as well as a number of other obligations. The Joint Venturers have received a report into the post closure after care management cost assessment at the landfill. This report looked at the components of the after care assessment at the landfill.

At the reporting date the Joint Venture recognised a provision for rehabilitation works which is measured at the present value of the Joint Venturers' best estimate of the costs associated with remediation of the site over a period of 28 years. Remediation is expected to be completed by 2045. The provision is assessed at the end of each reporting period in order to ensure that it accurately reflects the cost of closing and restoring the site. Further costs may arise for the future after care of the landfill site, however, at this stage, these costs are too uncertain to reliably determine.

**Note 33 Financial instruments**

**(a) Objectives and policies**

Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in note 1 of the Financial Statements. Risk management is carried out by senior management under policies approved by Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

**(b) Market risk**

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. Council's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

**(c) Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long-term loans and borrowings at fixed rates. Council does not hold any interest-bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

**(d) Credit risk**

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on some financial assets included in our Balance Sheet. To help manage this risk we only invest surplus funds with financial institutions that have a recognised credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets that are individually determined to be impaired.

We may also be subject to credit risk for transactions which are not included in the Balance Sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 32.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the Balance Sheet and notes to the Financial Statements. Council does not hold any collateral.

**Note 33 Financial instruments (continued)**

**(e) Liquidity risk**

Liquidity risk includes the risk that, as a result of our operational liquidity requirements or not having sufficient funds to settle a transaction when required, we will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the Balance Sheet and the amounts related to financial guarantees, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at note 25.

**(f) Fair value**

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

**Fair value hierarchy**

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

**(g) Financial instruments — sensitivity disclosure analysis**

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of plus one and minus one per cent in market interest rates (AUD) from year-end rates of 1.5 per cent (assuming cash remains steady throughout the year).

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

**Note 34 Related party disclosures**

**(a) Related parties**

**Parent entity**

Glen Eira City Council

**Subsidiaries , associates and joint operations**

Interests in joint operations are detailed in note 9.

**(b) Key management personnel**

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

**Councillors**

Tony Athanasopoulos	Councillor	8 November 2016—30 June 2017
Clare Davey	Councillor	8 November 2016—30 June 2017
Mary Delahunty	Councillor	1 July 2016—22 October 2016
	Mayor	8 November 2016—30 June 2017
Margaret Esakoff	Councillor	1 July 2016—22 October 2016
	Councillor	8 November 2016—30 June 2017
Kelvin Ho	Councillor	1 July 2016—22 October 2016
Jamie Hyams	Councillor	1 July 2016—22 October 2016
	Councillor	8 November 2016—30 June 2017
Michael Lipshutz	Councillor	1 July 2016—22 October 2016
Oscar Lobo	Councillor	1 July 2016—22 October 2016
Jim Magee	Councillor	1 July 2016—22 October 2016
	Deputy Mayor	8 November 2016—30 June 2017
Neil Pilling	Mayor	1 July 2016—22 October 2016
Joel Silver	Councillor	8 November 2016—30 June 2017
Thomas Sounness	Deputy Mayor	1 July 2016—22 October 2016
Dan Sztrajt	Councillor	8 November 2016—30 June 2017
Nina Taylor	Councillor	8 November 2016—30 June 2017

**Chief Executive Officer and other key management personnel**

Rebecca McKenzie	Chief Executive Officer	1 July 2016—30 June 2017
Samantha Krull	Director Infrastructure, Environment and Leisure	1 July 2016—30 June 2017
Peter Jones	Director Community Wellbeing	1 July 2016—30 June 2017
Peter Swabey	Director Corporate Services	1 July 2016—30 June 2017
Ron Torres	Director Planning and Place	1 July 2016—30 June 2017

**2017  
No.**

**Summary**

Total number of Councillors*	14
Chief Executive Officer and other key management personnel	5
<b>Total key management personnel</b>	<b>19</b>

\* Council elections were conducted on 22 October 2016 and new Councillors were sworn in on 8 November 2016.

For periods commencing on 1 July 2016 the requirements of Australian Accounting Standards Board 124 Related Party Disclosures (AASB 124) will apply to financial statements prepared by local governments within Victoria.

**Note 34 Related party transactions (continued)**

**(c) Remuneration of key management personnel**

	<b>2017</b>
	<b>\$ '000</b>
<b>Total remuneration of key management personnel was as follows:</b>	
Short-term benefits (salary and annual leave)	1,469
Post-employment benefits (superannuation)	174
Long-term benefits (long service leave)	33
<b>Total</b>	<b>1,676</b>

For the period commencing 1 July 2016 key management personnel includes Directors of Glen Eira Council (no comparative figures for 2015–16).

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

<b>Income range:</b>	<b>2017</b>
	<b>No.</b>
\$0–\$9,999	4
\$20,000–\$29,999	5
\$30,000–\$39,999	4
\$80,000–\$89,999	1
\$230,000–\$239,999	1
\$240,000–\$249,999	1
\$250,000–\$259,999	2
\$320,000–\$329,999	1
<b>Total key management personnel</b>	<b>19</b>

For the period commencing 1 July 2016 key management personnel includes Directors of Glen Eira Council (no comparative figures for 2015–16).

**(d) Transactions with related parties**

There were no transactions with related parties which required disclosure during the 2016–17 or 2015–16 reporting years.

**(e) Outstanding balances with related parties**

There were no outstanding balances with related parties which required disclosure during the 2016–17 or 2015–16 reporting years.

**(f) Loans to/from related parties**

No loans have been made, guaranteed, or secured by Council to related parties which required disclosure during the 2016–17 or 2015–16 reporting years.

**(g) Commitments to/from related parties**

No commitments have been made, guaranteed, or secured by Council to related parties which required disclosure during the 2016–17 or 2015–16 reporting years.

**Note 35 Senior officer remuneration**

A Senior Officer is an officer of Council, other than key management personnel, who:

- has management responsibilities and reports directly to the Chief Executive; or
- whose total annual remuneration exceeds \$142,000 (\$139,000 in 2015–16).

The above numbers include staff holding senior officer positions where two or more staff members have occupied a senior role in a given year.

The number of senior officers other than the key management personnel, are shown below in their relevant income bands:

<b>Income range:</b>	<b>2017 No.</b>	<b>2016 No.</b>
<\$142,000	3	1
\$142,001–\$149,999	4	8
\$150,000–\$159,999	-	3
\$160,000–\$169,999	8	3
\$170,000–\$179,999	6	1
\$180,000–\$189,999	1	2
\$190,000–\$199,999	1	3
\$200,000–\$209,999	2	-
\$210,000–\$219,999	2	1
\$230,000–\$239,999	-	1
\$240,000–\$249,999	-	3
\$460,000–\$469,999*	1	-
<b>Total senior officers</b>	<b>28</b>	<b>26</b>

\* Includes termination payments

The 2015–16 figures also include Directors who were classified as senior officers.

	<b>2017 \$ '000</b>	<b>2016 \$ '000</b>
<b>Total remuneration for the reporting year for senior officers included above amounted to:</b>	<b>4,910</b>	<b>4,473</b>

**Note 36 Residential aged care facilities**

Council is an approved provider of three residential aged care facilities — 173 total beds located at Warrawee (90), Spurway (30) and Rosstown (53) under the *Aged Care Act 1997*.

Council is required to disclose a segment note including residential aged care operations as defined under the *Aged Care Act 1997*. The reporting requirements include a detailed Income Statement and Balance Sheet.

The operations of the facilities have been included in the Comprehensive Income Statement, Balance Sheet, Statement of Cash Flows and Statement of Changes in Equity of Council. Terminology in the following Income Statement and Balance Sheet has been used in accordance with the Department of Social Services' disclosure requirements.

<b>Income Statement for residential aged care facilities for the year ended 30 June 2017</b>	<b>2017 \$ '000</b>	<b>2016 \$ '000</b>
<b>Income</b>		
Resident charges	3,672	3,789
Other income	2	2
Government grants	8,561	8,550
Interest on unpaid bonds	36	52
Investment income	644	750
<b>Total income</b>	<b>12,915</b>	<b>13,143</b>
<b>Expenses</b>		
Wages and superannuation — care	7,106	6,980
Wages and superannuation — administration	288	288
Wages and superannuation — other	3,070	2,939
Staff on-costs	1,281	1,252
Training	33	17
Agency costs	131	164
Materials and consumables	1,043	1,034
Contractor payments	390	397
Maintenance	109	116
Utility services	325	326
Other expenses	248	257
Management fees	443	346
Direct and indirect overheads	1,088	1,009
Depreciation on property, plant and equipment	814	1,294
<b>Total expenses</b>	<b>16,369</b>	<b>16,419</b>
<b>Deficit</b>	<b>(3,454)</b>	<b>(3,276)</b>

**Note 36 Residential aged care facilities (continued)**

<b>Balance Sheet for residential aged care facilities as at 30 June 2017</b>	<b>2017 \$ '000</b>	<b>2016 \$ '000</b>
<b>Current assets</b>		
Cash and financial assets	24,733	20,857
Trade and other receivables	113	147
<b>Total current assets</b>	<b>24,846</b>	<b>21,004</b>
<b>Non-current assets</b>		
Property, plant and equipment	17,666	18,335
<b>Total non-current assets</b>	<b>17,666</b>	<b>18,335</b>
<b>Total assets</b>	<b>42,512</b>	<b>39,339</b>
<b>Current liabilities</b>		
Trade and other payables	113	89
Residential aged care bonds and deposits	24,733	20,857
Employee provisions	2,324	2,342
<b>Total current liabilities</b>	<b>27,170</b>	<b>23,288</b>
<b>Non-current liabilities</b>		
Employee provisions	240	205
<b>Total non-current liabilities</b>	<b>240</b>	<b>205</b>
<b>Total liabilities</b>	<b>27,410</b>	<b>23,493</b>
The information provided above in connection with the Residential Aged Care Balance Sheet is derived from selected disclosure of key asset and liability accounts included in Glen Eira City Council's core Balance Sheet.		

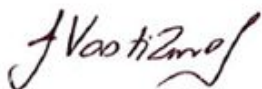
**Note 37 Events occurring after balance date**

Council has not received any information after the reporting date about conditions that existed at the reporting date which requires disclosure. In addition, there are no material non-adjusting events after the reporting date which have not been disclosed.

**Note 38 Special committees and other activities**

There are no material special committees or other activities to disclose at reporting date.

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



**John Vastianos**

**Principal Accounting Officer FCPA**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield

In our opinion the accompanying Financial Statements present fairly the financial transactions of Glen Eira City Council for the year ended 30 June 2017 and the financial position of Council as at that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the Financial Statements to be misleading or inaccurate.

We have been authorised by Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the Financial Statements in their final form.



**Councillor Mary Delahunty**  
**Mayor**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield



**Councillor Jim Magee**  
**Deputy Mayor**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield



**Rebecca McKenzie**  
**Chief Executive Officer**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield



## Independent Auditor's Report

### To the Councillors of Glen Eira City Council

<b>Opinion</b>	<p>I have audited the financial report of Glen Eira City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> <li>• balance sheet as at 30 June 2017</li> <li>• comprehensive income statement for the year then ended</li> <li>• statement of changes in equity for the year then ended</li> <li>• statement of cash flows for the year then ended</li> <li>• statement of capital works for the year then ended</li> <li>• notes to the financial statements, including a summary of significant accounting policies</li> <li>• certification of the financial report.</li> </ul> <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2017 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. My responsibilities under the Act are further described in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Australia. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Councillors' responsibilities for the financial report</b>	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, and using the going concern basis of accounting unless it is inappropriate to do so.</p>

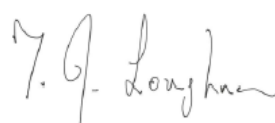
**Auditor's  
responsibilities  
for the audit  
of the financial  
report**

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Tim Loughnan

*as delegate for the Auditor-General of Victoria*

MELBOURNE

14 September 2017

**Description of municipality**

The City of Glen Eira is located in Melbourne's south-east suburbs, approximately 10 kilometres from Melbourne's central business district. It was created in 1994 following the merger of the former City of Caulfield and the nearby suburbs of Bentleigh, Bentleigh East, McKinnon and parts of Ormond, which were all in the former City of Moorabbin.

The City of Glen Eira includes the suburbs of Bentleigh; Bentleigh East; Carnegie; Caulfield; Caulfield East; Caulfield North; Caulfield South; Elsternwick; Gardenvale; Glen Huntly; McKinnon; Murrumbeena; Ormond; and part of the suburbs of Brighton East and St Kilda East.

Glen Eira is home to more than 148,846 people across more than 59,815 households — representing more than 160 different cultural backgrounds.

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Indicator/Measure	Results			Material variations
	2017	2016	2015	
<b>Population</b>				
Expenses per head of municipal population	\$ 971	\$ 1,023	\$ 929	Shows a reduction in expenses for 2016–17 as a result of one-off unbudgeted items in 2015–16 including: the restructuring of existing loan facilities \$4.93m and the payment to the Clayton Landfill site of \$1.94m relating to undercharges.
[Total expenses/Municipal population]				
Infrastructure per head of municipal population	\$ 3,210	\$ 3,218	\$ 3,207	
[Value of infrastructure/Municipal population]				
Population density per length of road	299	294	290	
[Municipal population/Kilometres of local roads]				
<b>Own-source revenue</b>				
Own-source revenue per head of municipal population	\$ 936	\$ 911	\$ 834	2016–17 rate income incurred in line with Council's <i>Strategic Resource Plan</i> and additional revenue from parking infringements income and open space contributions.
[Own-source revenue/Municipal population]				
<b>Recurrent grants</b>				
Recurrent grants per head of municipal population	\$ 170	\$ 147	\$ 165	Increase in recurrent grants due to the Commonwealth Government announcement that 50 per cent of Council's Victorian Grants Commission funding would be prepaid in 2016–17. The amount of \$1.84m (50 per cent of the 2017–18 grants) was received for financial assistance and local roads funding during the 2016–17 financial year.
[Recurrent grants/Municipal population]				

Indicator/Measure	Results			Material variations
	2017	2016	2015	
<b>Disadvantage</b>				
Relative socio-economic disadvantage	10	10	10	
[Index of relative socio-economic disadvantage by decile]				

#### Definitions

“adjusted underlying revenue” means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

“infrastructure” means non-current property, plant and equipment excluding land

“local road” means a sealed or unsealed road for which Council is the responsible road authority under the *Road Management Act 2004*

“population” means the resident population estimated by Council

“own-source revenue” means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

“relative socio-economic disadvantage”, in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

“SEIFA” means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its internet website

“unrestricted cash” means all cash and cash equivalents other than restricted cash.

Service/Indicator/Measure	Results			Material variations
	2017	2016	2015	
<b>Aquatic facilities</b>				
<b>Utilisation</b>				
Utilisation of aquatic facilities	10	8	8	The Glen Eira Sports and Aquatic Centre delivers a diverse range of facilities including aquatics, gymnasium, child care, hydrotherapy, indoor stadium and fitness classes. A new overhead people counting system has been installed which is much more accurate than the older visitor counting system and reflects a higher level of visits to GESAC.
[Number of visits to aquatic facilities/Municipal population]				
<b>Animal management</b>				
<b>Health and safety</b>				
Animal management prosecutions	4	13	16	Successful education and patrols over the past twelve months has resulted in the reduction of serious dog attacks.
[Number of successful animal management prosecutions]				
<b>Food safety</b>				
<b>Health and safety</b>				
Critical and major non-compliance notifications	99%	100%	100%	From 1 July 2016, 'Critical and major non-compliance outcome notifications' will be reported by calendar year. Previously this indicator was reported by financial year. This has been implemented to better align reporting with the Department of Health and Human Services. This may result in some variances year on year.
[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up /Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100				

Service/Indicator/Measure	Results			Material variations
	2017	2016	2015	
<b>Governance</b>				
<b>Satisfaction</b>				
Satisfaction with Council decisions	55	54	60	
[Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]				
<b>Home and Community Care</b>				
<b>Participation</b>				
Participation in HACC service	Reporting ceased 1 July 2016	24%	26%	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
[Number of people that received a HACC service/Municipal target population for HACC services] x100				
Participation in HACC service by culturally and linguistically diverse (CALD) people	Reporting ceased 1 July 2016	20%	22%	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs.
[Number of CALD people who receive a HACC service/Municipal target population in relation to CALD people for HACC services] x100				

Service/Indicator/Measure	Results			Material variations	
	2017	2016	2015		
<b>Libraries</b>					
<b>Participation</b>					
Active library members	17%	17%	17%		
[Number of active library members/ Municipal population] x100					
<b>Maternal and child health</b>					
<b>Participation</b>					
Participation in the MCH service	87%	88%	87%		
[Number of children who attend the MCH service at least once (in the year) /Number of children enrolled in the MCH service] x100					

**Performance Statement**  
**Service performance indicators (continued)**  
for the year ended 30 June 2017

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Service/Indicator/Measure	Results			Material variations
	2017	2016	2015	
<b>Maternal and child health</b>				
<b>Participation</b>				
Participation in the MCH service by Aboriginal children	109%	93%	88%	Twelve Aboriginal children were seen for Key Ages Stages visits throughout the year. At some stage during the year, one of these children has moved out of the municipality. We now only have 11 Aboriginal children enrolled in Glen Eira at year end.
[Number of aboriginal children who attend the MCH service at least once (in the year)/Number of aboriginal children enrolled in the MCH service] x100				
<b>Roads</b>				
<b>Satisfaction</b>				
Satisfaction with sealed local roads	69	69	74	This measure is derived from the State Government’s <i>Community Satisfaction Survey</i> . Main roads within the municipality are the responsibility of VicRoads whilst lesser roads are the responsibility of Local Government. The <i>Survey</i> does not differentiate between the responsibilities of State and Local Government. This measure risks measuring satisfaction with VicRoads and attributing it to Council.
[Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]				

Service/Indicator/Measure	Results			Material variations	
	2017	2016	2015		
Statutory Planning					
Decision making					
Council planning decisions upheld at VCAT	42%	57%	59%	During the last 12 months there has been an increase in the number of appeals for applications refused by Council. This has resulted in a decrease in the number of Council's decisions upheld at VCAT. VCAT is legally required to take account of Council's planning scheme policies but is not legally required to apply them. Further, applicants can change their plans significantly before they get to VCAT so VCAT may be considering a quite different proposal to the one decided by Council. It follows that VCAT is often not making the same decision as Council. The measure does not capture mediated outcomes.	
[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application/Number of VCAT decisions in relation to planning applications] x100					
Waste Collection					
Waste diversion					
Kerbside collection waste diverted from landfill	45%	44%	43%		
[Weight of recyclables and green organics collected from kerbside bins/Weight of garbage, recyclables and green organics collected from kerbside bins] x100					

**Definitions**

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the *Aboriginal Heritage Act 2006*

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the *Home and Community Care* program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985* of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which Council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a Council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*

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**Performance Statement**  
**Financial performance indicators**  
for the year ended 30 June 2017

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	Results			Forecasts				
Dimension/Indicator/Measure	2015	2016	2017	2018	2019	2020	2021	Material variations
Efficiency								
Revenue level								
Average residential rate per residential property assessment	\$ 1,416	\$ 1,485	\$ 1,521	\$ 1,549	\$ 1,572	\$ 1,600	\$ 1,629	Movements in line with Council's <i>Strategic Resource Plan</i> .
[Residential rate revenue/Number of residential property assessments]								
Expenditure level								
Expenses per property assessment	\$ 2,150	\$ 2,233	\$ 2,231	\$ 2,341	\$ 2,360	\$ 2,382	\$ 2,418	
[Total expenses/Number of property assessments]								
Workforce turnover								
Resignations and terminations compared to average staff	10%	11%	9%	11%	11%	11%	11%	
[Number of permanent staff resignations and terminations/Average number of permanent staff for the financial year] ×100								
Liquidity								
Working capital								
Current assets compared to current liabilities	99%	99%	124%	118%	113%	108%	104%	Increase in 2016–17 relates to: higher than anticipated income from parking infringements, open space contributions and brought forward income for VGC funding. Forecast movements in line with Council's <i>Strategic Resource Plan</i> .
[Current assets/Current liabilities] ×100								

**Performance Statement**  
**Financial performance indicators (continued)**  
**for the year ended 30 June 2017**

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	Results			Forecasts				
Dimension/Indicator/Measure	2015	2016	2017	2018	2019	2020	2021	Material variations
<b>Unrestricted cash</b>								
Unrestricted cash compared to current liabilities [Unrestricted cash/Current liabilities] x100	25%	28%	45%	26%	30%	23%	18%	Increase in 2016–17 relates to: higher than anticipated income from parking infringements, open space contributions and brought forward income for VGC funding. Forecast movements in line with Council's <i>Strategic Resource Plan</i> .
<b>Obligations</b>								
<b>Asset renewal</b>								
Asset renewal compared to depreciation [Asset renewal expenses/Asset depreciation] x100	78%	82%	70%	79%	95%	84%	74%	Lower expenditure on asset renewal as a result of a reduced capital program in 2016–17. Forecast movements in line with Council's <i>Strategic Resource Plan</i> .
<b>Loans and borrowings</b>								
Loans and borrowings compared to rates [Interest-bearing loans and borrowings/Rate revenue] x100	23%	26%	21%	18%	14%	10%	7%	Borrowings restructured in June 2016 which resulted in a net financial benefit to Council. Reflects repayment of loan borrowings according to schedule. The principal loan was to build GESAC.
<b>Loans and borrowings</b>								
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest-bearing loans and borrowings/Rate revenue] x100	3%	3%	4%	4%	4%	4%	3%	Borrowings restructured in June 2016 which resulted in a net financial benefit to Council. Reflects repayment of loan borrowings according to schedule.

**Performance Statement**  
**Financial performance indicators (continued)**  
for the year ended 30 June 2017

Page 77

	Results				Forecasts			
Dimension/Indicator/Measure	2015	2016	2017	2018	2019	2020	2021	Material variations
Indebtedness								
Non-current liabilities compared to own source	20%	19%	16%	13%	10%	8%	5%	Reflects Council's reduction in debt according to scheduled loan repayments.
Non-current liabilities/Own source revenue] x100								
Operating position								
Adjusted underlying result								
Adjusted underlying surplus (or deficit)	9%	7%	16%	9%	10%	10%	10%	Underlying result for 2016 impacted by one-off, unbudgeted expenditure items. Increase for 2017 relates to higher than anticipated income from parking infringements, open space contributions and brought forward income for VGC funding.
[Adjusted underlying surplus (deficit)/Adjusted underlying revenue] x100								
Stability								
Rates concentration								
Rates compared to adjusted underlying revenue	62%	61%	59%	61%	61%	62%	62%	Rates concentration was reduced in 2016–17 due to increased adjusted underlying revenue. This is a result of increased parking fees, increased planning and subdivision fees and prepayment of VGC grant income.
[Rate revenue/Adjusted underlying revenue] x100								
Rates effort								
Rates compared to property values	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	
[Rate revenue/Capital improved value of rateable properties in the municipality] x100								

**Definitions**

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's *Strategic Resource Plan*

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"population" means the resident population estimated by Council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash

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### **I. Basis of preparation**

Council is required to prepare and include a Performance Statement within its *Annual Report*. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This Statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the Performance Statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (eg. Australian Bureau of Statistics).

The Performance Statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by Council's *Strategic Resource Plan*. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the Performance Statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the Performance Statement are those adopted by Council in its *Strategic Resource Plan* on 27 June 2017 and which forms part of the *Council and Community Plan*. The *Strategic Resource Plan* includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long-term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The *Strategic Resource Plan* can be obtained by contacting Council.

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In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.



**John Vastianos**  
**Principal Accounting Officer FCPA**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield

In our opinion, the accompanying Performance Statement of Glen Eira City Council for the year ended 30 June 2017 presents fairly the results of Council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this Performance Statement in its final form.



**Councillor Mary Delahunty**  
**Mayor**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield



**Councillor Jim Magee**  
**Deputy Mayor**

Dated: 8 September 2017

Location: Glen Eira Town Hall, corner Glen Eira and Hawthorn Roads, Caulfield



**Rebecca McKenzie**  
**Chief Executive Officer**



Victorian Auditor-General's Office

## Independent Auditor's Report

### To the Councillors of Glen Eira City Council

<b>Opinion</b>	<p>I have audited the accompanying performance statement of Glen Eira City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> <li>• description of municipality for the year ended 30 June 2017</li> <li>• sustainable capacity indicators for the year ended 30 June 2017</li> <li>• service performance indicators for the year ended 30 June 2017</li> <li>• financial performance indicators for the year ended 30 June 2017</li> <li>• other information and</li> <li>• the certification of the performance statement.</li> </ul> <p>In my opinion, the performance statement of Glen Eira City Council in respect of the year ended 30 June 2017 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
<b>Basis for Opinion</b>	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. My responsibilities under the Act are further described in the <i>Auditor's responsibilities for the audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Australia and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
<b>Councillors' responsibilities for the performance statement</b>	<p>The Councillors is responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>

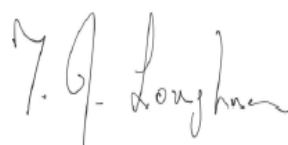
**Auditor's  
responsibilities for the  
audit of the  
performance  
statement**

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the statement of performance, including the disclosures, and whether the statement of performance represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Tim Loughnan

*as delegate for the Auditor-General of Victoria*

MELBOURNE  
14 September 2017

**ITEM 9.8            WEBCASTING / LIVE STREAMING OF COUNCIL MEETINGS**

**Author:**            *Janice Pouw, Co-ordinator Councillor Business*

**File No:**            *N/A*

**Attachments:**    *None*

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**PURPOSE AND SUMMARY**

To appoint a provider to webcast / livestream Ordinary and Special Meetings of Council and archive recordings to Council's website.

**RECOMMENDATION**

That Council:

1.    appoints InterStream to provide webcasting / livestreaming for Ordinary and Special Meetings of Council;
2.    prepares the contracts in accordance with the conditions of the contract; and
3.    executes the contracts in an appropriate manner.

**BACKGROUND**

This matter has been considered by Council on a number of previous occasions.

At the 24 September 2013 Ordinary Council Meeting, there was a request for a report detailing the method by which digital sound and vision recordings of Ordinary and Special Council Meetings can be made available to the public, including potential costs to Council, any impacts on the heritage aspect of the Chamber and how other Councils manage this process.

On 26 November 2013 a report was presented to Council providing information on the expenses involved in acquiring the required technology to enable digital sound and vision recording of the meetings, microphones, cost estimates and the governance and legal implications which the Council needs to be aware of. The estimate at this time from B&H Australia was \$39,549.40. The resolution for this item was:

1.    *That Council notes the report.*
2.    *That further information be provided to Councillors on the current audio-visual procedures and facilities as practiced by the cities of Kingston and Melbourne.*
3.    *That officers provide guidance on the different methods of the provision of audio-visual in various councils with particular reference to live streaming and digital recordings.*

A report was then presented to the 11 February 2014 Assembly of Councillors comparing the City of Melbourne and the City of Frankston processes for live meeting streaming. The investigation demonstrated that the Councils had used different providers and methods to deliver this service. The City of Frankston contracted a company called InterStream to webcast their meetings, while the City of Melbourne recorded audio only and manually noted where each item begins on its website. The City of Melbourne implemented a high end wireless system due to heritage restrictions and the need for a secure and robust high level of security. No costing for these systems was provided at this time. The recommendation on the Assembly paper was '*That Councillors provide guidance.*'

A further report was presented to the 1 April 2014 Assembly where costings were included for City of Kingston. This report also raised concerns for Council to remain mindful of the Heritage classification of the Glen Eira City Council Chamber when considering any works that may be required.

## ISSUES AND DISCUSSION

A number of things have changed since Council previously considered this matter. The December 2016 Ombudsman's report '*Investigation into the Transparency of Local Government Decision Making*' refers to increasing the level of public scrutiny, transparency and public understanding around decisions. Webcasting was suggested as one of the means to achieve this, with the report indicating that 10 out of 79 councils already livestream their Ordinary Council meetings to the internet. Technology, its ease of use, and affordability has also significantly changed.

Glen Eira City Council is committed to being a transparent decision maker, with webcasting providing an additional means of transparency to the broader community in addition to the opportunity to attend Council meetings in person. The community would have the ability to view the webcast/livestream at home, at locations where there is internet access or have the option of viewing the archive of meetings on Council's website at a later time. The period the recordings are to remain on the website would need to be determined.

The potential benefits to Council of providing webcasting include:

- Improved community and staff access to Council/Special meetings and understanding of the local government decision making process;
- Increased transparency;
- Access to meetings where attendance may be difficult, possibly due to being a carer or parent, mobility issues or the timing of the meetings; and
- Staff viewing meetings to understand decisions made and Council reasoning behind the decision.

Webcasting/livestreaming may also enhance the relationship between the community and Councillors by fostering a greater confidence in the integrity and accountability of the meeting and decision making process.

### Risk Management

Although there are many identified benefits in webcasting the Council and Special Council meetings, there are also risks that have been identified. There is the possibility of someone making statements at a meeting that may be regarded as offensive, defamatory or otherwise inappropriate as identified in the Local Law. Currently if breaches of the Local Law occur during a meeting, the audience is confined to those in attendance.

As stated in the 26 November 2013 minutes:

*The key consideration in the case of audio broadcasting/podcasting of Council meetings, as with the video broadcasting/podcasting, is whether the benefits/returns of the proposal outweigh the costs/risks. From a legal perspective, the implications are similar in both cases. Comments made at Council meetings are not subject to a pre-approval process (and nor should they be). Although the likelihood of a defamation action being brought against the Council, individual Councillors or Council staff for comments made at a meeting may appear remote, the broadcasting/podcasting of Council Meetings increases the risk due to the larger audience created by the broadcast/podcast of the meeting.*

*In essence the legal situation is that:*

- *Councillors and officers can rely on the defence of qualified privilege to defend any actions brought against them for comments made at these meetings. This defence is lost however if the comments were motivated by malice where the person did not have an honest belief in the truth of what was stated.*

*This defence is not lost by the broadcasting/podcasting of the meeting.*

- *The broadcasting/podcasting does expose a Councillor or staff member to a possible action of defamation by the publishing of the broadcast/podcast, as it is the publication of the insult or thing said that is actionable.*
- *The increased risk is created due to the much wider audience created by the broadcasting/podcasting. Obviously if comments are made at a meeting with no public gallery and the meeting is not broadcast and the comments made receive no publicity it is unlikely that any action would be brought, but this could be different if the meeting is then podcast.*
- *In addition the archiving of the meetings would allow such a record to be used in evidence if an action was brought.*

If Council proceeds with webcasting/livestreaming and the recording is placed on Council's website, the potential for liability is significantly increased due to the publishing of the material to the public.

Recordings of meetings will not be edited unless legal advice to the contrary is obtained.

If the proposal to webcast Council meetings proceeds, every effort will be made to ensure anyone attending the meeting or participating in the meeting is aware that the meeting is being recorded and will be made available on Council's website.

The message would be conveyed by placing signs at the entrance to the Chamber and the Mayor or Chairperson reading a statement at the beginning of the meeting advising the meeting is being recorded and streamed live. Information could also be placed on Council's website informing that meetings are recorded and available on the website for viewing from a set date (e.g. 2 days) after the meeting.

Once the motion to move in-camera is voted upon, a message will be read by the Mayor / Chairperson advising that the livestreaming of the meeting will cease. The confidential items will not be webcast / livestreamed.

#### Heritage issues

There are no heritage implications for the proposed implementation of webcasting from the Council Chamber, however, Council's Heritage advisor will still be consulted prior to any work being undertaken.

#### Webcasting Providers

Benchmarking of other Councils who either have webcasting or are investigating the options was considered in conjunction with officers' own investigations.

Five webcasting providers were approached to investigate the provision of webcasting and audio equipment requirements and options for set up in the Chamber.

Cost for webcasting – video and audio are as follows:

	Set up costs	Ongoing costs	Quality
Provider 1	\$50,000	Monthly fee plus cost of additional staff member on night of meetings	Clear visual. Camera operator to follow speakers at meeting
Provider 2	\$17,000	\$1,260 monthly fee	Good quality
Provider 3	\$42,500	\$500 per month livestreaming plus \$3490 annual support fee	Good quality
Provider 4	\$40,000 minimum	\$15,000 annually Additional staff member required on night of meetings	Clear view. Camera operator to follow speakers at meeting
Provider 5	\$800 per laptop	Additional staff member required on night of meetings	Extremely poor quality. Camera operator to follow speakers at meeting

#### Provider 1

The first provider contacted chose to not view the Chamber or discuss Council's requirements. They advised that it would be a minimum of \$50,000 set up fee, plus a monthly fee and an additional staff member required to move the camera. No written quote was requested from this provider.

#### Provider 2

Provide 2 is a company which provides webcasting to at least 15 Council's including Kingston and Bayside. It is a NSW based company with its Victorian base in Dingley. Support of its product is available if required at initial set-up stage for meetings.

Provider 2 recommended three fixed cameras requiring an officer to turn on the visual recording and audio recording unit prior to the meeting and off again after the motion to move in-camera is taken. The monthly service fee is fixed for 3 years.

Provider 2 has advised that set up and implementation of this system could be completed in 2 to 3 weeks.

Provider 2 place the indexed / bookmarked recording on Council's website approximately 2 days after the meeting. If a breach of the Local Law e.g. a defamatory comment or other matter arises at a meeting, the delay in publishing the meeting to the website provides an opportunity for legal advice to be sought and, if necessary, a comment being placed over that section of the recording, prior to the archive being placed on the website.

This option has minimal impact upon internal resourcing, as no additional staff would be required.

Provider 2 provided examples of possible options how the Chamber could appear with 3 fixed cameras. The difficulty of the layout of the Chamber is the view of the Exec team and Mayor in one view due to the width of the bench area.

Any electrical works would need to be undertaken by Council's contractor and will increase the costs on the previous page.

#### Provider 3

Provider 3 provides the livestreaming component of the meeting, set up costs and monthly fees, and provides a complete new audio system.

Council staff viewed a meeting of Northern Beaches Council in NSW using this supplier.

#### Provider 4

Provider 4 has recommended an operator attend all meetings to film proceedings. It was proposed that the streaming be uploaded using the 4G network. An officer would need to manually turn the camera towards the Councillor who is speaking. Investigation of this method demonstrated a delay in the camera moving to the speaker. The overall quality of this type of presentation was not optimal when viewing the presentations from other Council websites.

#### Provider 5 – Facebook or You Tube

Greater Shepparton livestream on its Facebook page using 1 iPad and the City of Wangaratta use 3 iPads in addition to an app to record and stream its meetings to You Tube.

This is a very cost effective method and accessible on mobile and hand held devices. The disadvantage of this method of delivery is that the data is in the public domain with Council having no control over it. It provides a recording with no means of indexing or bookmarking the items to assist in navigating around the recording.

The Facebook Live app requires a booking time for each event and the quality of the recording on Council's website is extremely poor.

Cost for webcasting – Audio only:

The option to provide webcasting / livestreaming of audio only meetings (without cameras) has been investigated. All of the same equipment would be required to livestream the audio, the cameras would be the only piece of equipment not required.

### **FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

The cheapest option for Council is Provider 2 with capital cost of the webcasting/livestreaming project of \$17k and maintenance costs of \$15k per annum. Council would need to approve a capital works forecast adjustment in 2017-18 for the set-up cost of \$17k and \$15k for the first year maintenance costs.

### **POLICY AND LEGISLATIVE IMPLICATIONS**

The community will need to be aware that if they wish to participate in the meeting they will be recorded if they participate and may be filmed, with the meeting being webcast/livestreamed and ultimately placed on Council's website and kept as a record in accordance with relevant legislation. Signs will be placed at the entrance to the Chamber with the Mayor making a statement to this effect at the commencement of each Council or Special Council meeting.

There are currently no legislative requirements to livestream or webcast meetings, however these may be introduced in the near future.

**COMMUNICATION AND ENGAGEMENT**

Members of the community have requested Council to introduce webcasting over a period of time.

**LINK TO COUNCIL AND COMMUNITY PLAN**

Theme Five – Informed and Engaged

A transparent and accountable Council that engages its residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

It is recommended that Council appoints a provider who can deliver a value for money service for the community and increase the transparency of Council's decision making process.

**ITEM 9.9 REVIEW OF ADVISORY COMMITTEES**

**Author:** Janice Pouw, Co-ordinator Councillor Business

**File No:** N/A

**Attachments:** Advisory Committees Proposed Terms of Reference

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**PURPOSE AND SUMMARY**

To review Council's Advisory Committees Terms of Reference following the adoption of the Council and Community Plan.

**RECOMMENDATION**

That Council adopts the reviewed Terms of Reference for the following Advisory Committees:

1. Arts & Culture Advisory Committee
2. Audit Advisory Committee
3. CEO Employment Matters Committee
4. Citizen of the Year Advisory Committee
5. Community Consultation Advisory Committee
6. Community Grants Advisory Committee
7. Local Laws Advisory Committee
8. Recreation & Leisure Advisory Committee
9. Strategic Transport Advisory Committee
10. Sustainability Advisory Committee

**BACKGROUND**

Following the municipal election in October 2016, a review of the Advisory Committees was undertaken with a report presented to the 7 February 2017 Ordinary Council Meeting. At this meeting Council adopted the Terms of Reference for all Advisory Committees and appointed Councillors to each of the Committees.

Part of the Council resolution called for a further review of all of the Advisory Committees Terms of Reference following the adoption of the Council and Community Plan to ensure alignment with the strategic direction of the Plan. The review of these committees has been completed.

**ISSUES AND DISCUSSION**

The review has identified minor changes to ensure the various committee's respective Terms of Reference accurately reflect the purpose and guidelines for the Committees and to ensure they align with the strategic direction of the Council and Community Plan.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

There are no financial, resource or asset management implications associated with this report.

**POLICY AND LEGISLATIVE IMPLICATIONS**

There are no policy or legislative implications associated with this report.

**COMMUNICATION AND ENGAGEMENT**

There was no communication and engagement associated with this report.

**LINK TO COUNCIL PLAN**

Theme Five – Informed and Engaged

A well governed Council that is committed to transparency and engages residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

It is proposed that Council considers the reviewed Terms of Reference for each of the Advisory Committees.



<b>Terms of Reference</b>	
1. Name	<b>Arts and Culture Committee</b>
2. Classification	Advisory Committee
3. Background	The Arts and Culture Committee was established to review and facilitate community engagement on Council's Arts and Culture programs.
4. Function and Role	The role of the advisory committee is to provide recommendations to Council for Arts and Culture programs.
5. Term of Committee	Ongoing
6. Membership and Term of Membership	The advisory committee will comprise of a minimum of three (3) Councillors.  Councillors will be appointed annually by Council.
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by the Committee.  Term of Chairperson: one (1) year
8. Voting Rights	All members
9. Quorum	Two (2) Councillors
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members
11. Role of Council Staff Attendee(s)	Director Community Wellbeing Manager Libraries, Arts and Culture
12. Meeting Frequency	The Committee shall meet at least once per year.
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration.
14. Other Relevant Information	Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Community Wellbeing
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



<b>Terms of Reference</b>	
1. Name	<b>Audit Committee</b>
2. Classification	Advisory Committee
3. Background	The Audit Committee is designed to play a key role in assisting Council to fulfil its governance and overseeing responsibilities, ethical practices and accountability requirements. The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to the Audit Committee's Charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities.
4. Function and Role	<p>The main objectives, functions and potential benefits of the Audit Committee will include the following:</p> <ul style="list-style-type: none"> <li>• The enhancement of the credibility and objectivity of internal and external financial reporting;</li> <li>• Effective management of financial and other risks and the protection of Council assets;</li> <li>• Compliance with laws and regulations as well as use of best practice guidelines;</li> <li>• The effectiveness of the internal audit function; and</li> <li>• The provision of an effective means of communication between the external auditor, internal audit, management and the Council.</li> </ul>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>The Committee comprises 5 members – 2 Councillors and 3 external, independent persons. Councillor membership is reviewed annually.</p> <p>Independent members shall be appointed for an initial term of three (3) years after which time they will be eligible for reappointment. No independent member is to be appointed for more than two consecutive three year terms unless Council resolves otherwise.</p>

7. Chairperson and Term of Chairperson	The Chairperson shall be an independent member.
8. Voting Rights	All members have full voting rights.
9. Quorum	A quorum shall consist of three (3) members, including at least one Councillor member and one Independent member.
10. Conduct of Members	Members must abide by the Code of Conduct as promulgated by the Council.
11. Role of Council Staff Attendee(s)	The Chief Executive Officer and Chief Financial Officer will be invited to each meeting except when the Committee chooses to meet in camera.. Representatives from the Auditor-General, their agent and internal auditors will be invited to meetings as required. The CFO, in conjunction with the Chairperson, shall be responsible for drawing up the agenda and circulating it, supported by explanatory documentation to Committee members.
12. Meeting Frequency	The Committee should meet at least quarterly.
13. Reporting Requirements	An independent minute taker shall be responsible for keeping the minutes of meetings of the Committee and circulating them to Committee members, (after approval by the Chairperson) and others as required. Minutes of the Committee meetings will be incorporated in Council's agenda papers.
14. Other Relevant Information	Audit Committee Charter approved – February 2016 Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Chief Financial Officer
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019

Terms of Reference	
1. Name	<b>CEO Employment Matters Advisory Committee</b>
2. Classification	Advisory Committee
3. Background	To assist Council in fulfilling its responsibilities relating to CEO employment matters.
4. Function and Role	<p>The CEO Employment Matters Advisory Committee does not have delegated powers or authority to make decisions or implement actions unless so resolved by the Council on a case by case basis. The CEO Employment Matters Advisory Committee has the responsibility for <b>recommending</b> and <b>advising</b> the Glen Eira City Council on:</p> <p>a) Contractual matters relating to the CEO or the person to act as the CEO, including, but not limited to, the following;</p> <ul style="list-style-type: none"> <li>• The appointment of the CEO or person to act as the CEO</li> <li>• Remuneration and conditions of appointment of the CEO or person to act as the CEO</li> <li>• Extension (i.e. reappointment) of the CEO or person to act as the CEO</li> </ul> <p>b) The conduct of performance reviews of the CEO, and make any recommendations to Council as a result of the review.</p> <p>c) The performance of any other prescribed functions or responsibilities stipulated under the <i>Local Government Act 1989</i> or Regulations.</p>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>The advisory committee will comprise of a minimum of three Councillors.</p> <p>The Committee will be supported by an independent advisor with appropriate professional experience in employment related matters. The Independent Advisor will be appointed for a two year term with an option for a further two year term by mutual agreement.</p> <p>The advisor cannot be a Councillor or member of Council staff.</p>

7. Chairperson and Term of Chairperson	Mayor, for the Mayoral term
8. Voting Rights	As this is an advisory committee no voting rights apply.
9. Quorum	A quorum of two members will be necessary to transact business of the committee.
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.
11. Role of Council Staff Attendee(s)	Secretariat support to the committee will be provided by the Coordinator Councillor Business.
12. Meeting Frequency	<p>The Committee will meet at least two times a year, with authority to convene additional meetings, as circumstances require.</p> <p>A schedule of meetings will be developed and agreed to by the members. Meetings will, where possible, be arranged to coincide with relevant contractual dates and Council reporting deadlines.</p>
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration.
14. Other Relevant Information	<p>Meetings</p> <p>Conduct of meetings of the CEO Employment Matters Committee shall be consistent with Council's Local Law, and at the discretion of the Chairperson.</p> <p>Meeting agendas will be prepared and provided at least five (5) days in advance to members, along with appropriate briefing materials.</p> <p>Minutes will be prepared and distributed to the CEO Employment Matters committee within one (1) week of the meeting for approval by the Committee Chairperson. The Chairperson will sign the minutes of the meeting to attest to their accuracy and completeness.</p> <p>The approved Minutes will be presented to Council at a subsequent Ordinary Council meeting.</p> <p>The following provisions will apply to all meetings of the Committee:</p> <ul style="list-style-type: none"> <li>• Only Committee members are entitled to attend meetings;</li> </ul>

	<ul style="list-style-type: none"> <li>• The Committee may invite, or require, any person/s to attend meetings, as it deems necessary;</li> <li>• The Chief Executive Officer shall attend all meetings, except when the Committee chooses to meet without the Chief Executive Officer present.</li> </ul> <p>Responsibilities</p> <p>The primary responsibility of the CEO Employment Matters Committee is to assist Council to fulfil its responsibilities in relation to employment matters of the Chief Executive Officer.</p> <p>In that context the CEO Employment Matters committee has the following functions and responsibilities:</p> <p><i>Recruitment and Contract commencement</i></p> <ul style="list-style-type: none"> <li>(a) Provide advice to Council on the engagement of an executive recruiter and the steps in the recruitment process and recruitment timeline;</li> <li>(b) Act as a point of liaison between the Council and any appointed executive recruiter;</li> <li>(c) Coordinate the review of the Position Description and associated recruitment documentation;</li> <li>(d) Undertake any aspects of the recruitment and appointment process delegated by the Council;</li> <li>(e) Make recommendations to the Council on remuneration and other conditions of employment.</li> </ul> <p><i>Person to Act as CEO</i></p> <ul style="list-style-type: none"> <li>(a) Provide advice to Council on any appointment to act as CEO for any term of greater than 20 working days (recommendations for terms less than 20 days will be made directly by the CEO to the Council for resolution).</li> </ul> <p><i>Annual Review</i></p> <ul style="list-style-type: none"> <li>(a) Coordinate the annual review process, having sought input and feedback from all members of the Council;</li> <li>(b) Make recommendations to the Council on annual performance criteria;</li> <li>(c) Make recommendations to the Council on annual remuneration review, or the review of any other terms and conditions of the employment contract.</li> </ul>
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	<p><i>Contract Expiry</i></p> <p>(a) Make recommendations to Council, having sought input and feedback from all members of the Council, on options within 6 months of the expiry of the CEOs employment contract which could include :</p> <ul style="list-style-type: none"> <li>• Reappointment of the CEO; or</li> <li>• Early termination of the contract where warranted; or</li> <li>• To terminate in accordance with the contract.</li> </ul>
15. Committee Contact Details	Coordinator Councillor Business
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



Terms of Reference	
1. Name	<b>Citizen of the Year Awards Advisory Committee</b>
2. Classification	Advisory Committee
3. Background	The Citizens of the Year program commenced in 1995 to recognise the outstanding contributions of Glen Eira residents who, through hard work and dedication, have significantly contributed to the community.
4. Function and Role	The role of the advisory committee is to assist Council by providing recommendations for the Glen Eira Citizen of the Year, Young Citizen of the Year and Community Group of the Year.
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>The advisory committee will comprise:</p> <ul style="list-style-type: none"> <li>• A minimum of three Councillors</li> <li>• One secondary school principal; and</li> <li>• One previous recipient of the Glen Eira Citizen of the Year award</li> </ul> <p>Councillors to be appointed annually by Council.</p> <p>Appointment of the nominated school principal and the previous award recipient are subject to Council approval.</p> <p>In the event that a secondary school principal or previous recipient is unable to be appointed to the committee, Council will appoint a committee member.</p> <p>Council will appoint members on an annual basis.</p>
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by the Committee.
8. Voting Rights	All members
9. Quorum	Two (2) Councillors and one (1) community member

10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members
11. Role of Council Staff Attendee(s)	Executive Officer to the Committee
12. Meeting Frequency	The Committee shall meet at least once per year.
13. Reporting Requirements	Advisory committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration (Report in camera).
14. Other Relevant Information	Council may cease a committee or update Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Community Wellbeing
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



<b>Terms of Reference</b>	
1. Name	<b>Community Consultation Committee</b>
2. Classification	Advisory Committee
3. Background	The Community Consultation Committee was formed in 2013 to act as a steering committee to assist Council by providing recommendations in relation to reviewing, improving and broadening the ways Council engages and consults with all residents, ratepayers and other stakeholders.
4. Function and Role	To make recommendations to Council in relation to the ways in which Council engages and consults with residents, ratepayers and other stakeholders in the community to ensure maximum participation, communication and value to the community.
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<ul style="list-style-type: none"> <li>• A minimum of three (3) Councillors</li> <li>• Up to four community representatives</li> </ul> <p>Councillors to be appointed annually by Council.</p> <p>Council may appoint up to four (4) community representatives following advertising and assessment against agreed criteria. Any such appointment is for two years.</p>
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by the Committee.
8. Voting Rights	Councillor members only.
9. Quorum	At least two (2) Councillors.
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.

11. Role of Council Staff Attendee(s)	Executive Officers to the Committee <ul style="list-style-type: none"> <li>• Director Community Wellbeing,</li> <li>• Manager Community Development and Care</li> </ul>
12. Meeting Frequency	As and when required.
13. Reporting Requirements	Advisory Committee minutes and recommendations to be submitted to the next appropriate Ordinary Council meeting for consideration.
14. Other Relevant Information	Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Community Wellbeing
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



<b>Terms of Reference</b>	
1. Name	<b>Community Grants Committee</b>
2. Classification	Advisory Committee
3. Background	<p>The Community Grants Program assists not-for-profit, community-based organisations and groups to implement projects and activities which meet community priorities and benefit Glen Eira</p> <p>The Program's aim is to:</p> <ul style="list-style-type: none"> <li>a) strengthen community connections;</li> <li>b) encourage new initiatives that respond to community needs;</li> <li>c) build a community that is inclusive of all people; and</li> <li>d) support the community in planning and delivering services.</li> </ul> <p>Community grants are open to community based organisations and groups that service the Glen Eira community and are not-for-profit. Applicants must also meet the following criteria:</p> <ul style="list-style-type: none"> <li>1. Be incorporated;</li> <li>2. Have an ABN; and</li> <li>3. Hold adequate public liability insurance; or, be auspiced by an organisation that meets these criteria.</li> </ul> <p>Note: Applicants may be eligible to apply for a grant up to \$1,000 if they do not meet criteria 1, 2 or 3.</p>
4. Function and Role	<p>To receive and assess applications for the Community grants program, including community grant applications and funding agreements for local community based organisations and groups.</p> <p>To make recommendations to Council in relation to the suitability and distribution of community grant funding with respect to the applications and agreements.</p>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>A minimum of three Councillors (preferably one from each Ward).</p> <p>Councillors to be appointed annually by Council.</p>

7. Chairperson and Term of Chairperson	Chairperson (to be appointed by Council annually)
8. Voting Rights	All members. Chairperson has casting vote.
9. Quorum	Two (2) Councillors
10. Conduct of Members	The conflict of interest and confidentiality provisions in the Local Government Act 1989 and the Councillors' Code of Conduct apply to members
11. Role of Council Staff Attendee(s)	Executive Officer to the Committee
12. Meeting Frequency	As and when required
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council meeting for consideration.
14. Other Relevant Information	Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Community Wellbeing
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



<b>Terms of Reference</b>	
1. Name	<b>Local Laws Committee</b>
2. Classification	Advisory Committee
3. Background	Council makes local laws under Part 5 of the Local Government Act 1989. Local laws are revoked every 10 years following the first date of operation, requiring new local laws to be made periodically. Local laws may also be amended during their period of operation.
4. Function and Role	To provide a forum for Councillor and Council discussion, investigation and recommendations concerning current and potential local laws and associated issues.
5. Term of Committee	Ongoing
6. Membership and Term of Membership	Membership consists of a minimum of 3 Councillors appointed as and when required by Council. Councillor membership is to be reviewed annually.
7. Chairperson and Term of Chairperson	The Chairperson is appointed by the Council.
8. Voting Rights	N/A
9. Quorum	Two (2) Councillors
10. Conduct of Members	N/A
11. Role of Council Staff Attendee(s)	To provide advice and assistance to Councillor members and to investigate and report on matters as requested by the Council/Councillors. The CEO, Director Planning and Place and the Corporate Counsel will attend all meetings in an advisory capacity.
12. Meeting Frequency	As and when required
13. Reporting Requirements	Minutes are taken at each meeting and provided to all Councillors. Recommendations of the Committee are discussed at a Council Assembly and may be taken to an Ordinary

	Council Meeting for resolution.
14. Other Relevant Information	<p>Local Law 2009 is revoked in November 2019. A major review of the Local law is due to be commenced mid 2018.</p> <p>Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.</p>
15. Committee Contact Details	Corporate Counsel
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



Terms of Reference	
1. Name	<b>Recreation &amp; Leisure Advisory Committee</b>
2. Classification	Advisory Committee
3. Background	To provide advice to assist Council in the strategic planning of Council's Open Space, Recreation and Leisure activities.
4. Function and Role	<p>To provide advice and recommendations to Council in relation to Open Space, Recreation and Leisure activities, including:</p> <ul style="list-style-type: none"> <li>▪ Review and consideration of current and future community needs for recreation and leisure facilities, open space and unstructured recreation</li> <li>▪ Response to strategic opportunities</li> <li>▪ Review of policy and strategy</li> </ul>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	Minimum of three Councillors (preferably from each Ward). Councillors appointed annually by Council Resolution.
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by the Committee annually
8. Voting Rights	All members. Chairperson has casting vote
9. Quorum	Two (2) Councillors
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.
11. Role of Council Staff Attendee(s)	<p>Executive Officers to the Committee</p> <ul style="list-style-type: none"> <li>▪ Director Infrastructure, Environment &amp; Leisure</li> <li>▪ Group Manager Recreation &amp; Leisure</li> <li>▪ Manager Recreation &amp; Open Space</li> </ul>
12. Meeting Frequency	At least four (4) times annually
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for

	consideration.
14. Other Relevant Information	Council may cease a committee or update the Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Group Manager Recreation & Leisure
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019



Terms of Reference	
1. Name	<b>Strategic Transport Advisory Committee</b>
2. Classification	Advisory Committee
3. Background	To provide assistance to Council in the preparation and implementation of Council's Integrated Transport Strategy.
4. Function and Role	<p>To provide advice and recommendations to Council in relation to strategic transport planning, including:</p> <ul style="list-style-type: none"> <li>- Providing advice on the development of an Integrated Transport Strategy</li> <li>- Facilitating understanding of transport initiatives emerging in Glen Eira</li> <li>- Leading community engagement, including holding public forums to gain comprehensive community involvement of strategic transport topics</li> <li>- Considering urban design initiatives to achieve high quality pedestrian friendly public realm outcomes</li> <li>- Provide advice on significant State Government projects such as grade separation projects</li> <li>- Providing advice on Council's advocacy roles</li> <li>- Making recommendations on policy issues where appropriate, and</li> <li>- Reporting back to Council</li> </ul>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<p>A minimum of three Councillors. Councillors to be appointed annually by Council.</p> <p>Four community representatives being non-voting members, with a strong connection to Glen Eira.</p> <p>Community members may include:</p> <ul style="list-style-type: none"> <li>- Transport Planning professionals</li> <li>- Planning professionals</li> <li>- Urban Design Professionals</li> <li>- Public and Community advocates,</li> </ul>

	<ul style="list-style-type: none"> <li>- Experts in all ability access,</li> <li>- Enthusiasts of walking, cycling and alternative transport forms</li> </ul> <p>Appointment of members shall commence on the date of the resolution appointing them and end on the earlier of:</p> <ul style="list-style-type: none"> <li>- The expiration of two years,</li> <li>- The cessation of the committee;</li> <li>- The member(s) resigning;</li> <li>- Council resolving to remove the member from the Committee;</li> <li>- The expiration of the Council term.</li> </ul>
7. Chairperson and Term of Chairperson	Chairperson: A Councillor appointed by Council annually.
8. Voting Rights	Councillors only have voting rights, with Chairperson having casting vote.
9. Quorum	Two (2) Councillors and two (2) remaining members
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.
11. Role of Council Staff Attendee(s)	Executive Officers to the Committee Council Officers who may also attend meetings include, <ul style="list-style-type: none"> <li>▪ Director Planning and Place</li> <li>▪ Manager City Futures</li> <li>▪ Group Manager Property, Environment and Sustainability</li> </ul>
12. Meeting Frequency	At least four (4) times annually
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration.
14. Other Relevant Information	Council may cease a committee or update Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Director Planning and Place
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019

<b>Terms of Reference</b>	
1. Name	<b>Sustainability Advisory Committee</b>
2. Classification	Advisory Committee
3. Background	To provide a holistic and sector context view of Council's Environmental Sustainability Strategy and Waste management objectives through identifying sector and Council strategy alignment; opportunities to advocate and lead in the waste and environment sectors; as well as ensuring performance measures relating to Council strategic objectives are achieved.
4. Function and Role	To make recommendations to Council in relation to environmental sustainability, including: <ul style="list-style-type: none"> <li>▪ Advocacy on behalf of the community on sustainability and waste issues</li> <li>▪ Response to strategic Council and/or sector issues and opportunities</li> <li>▪ Review of policy and strategy updates and progress</li> </ul>
5. Term of Committee	Ongoing
6. Membership and Term of Membership	<ul style="list-style-type: none"> <li>▪ A minimum of three Councillors (one from each Ward). Councillors to be appointed annually by Council through Resolution.</li> <li>▪ External Environmental Specialist</li> <li>▪ Three (3) external community representatives</li> </ul> Two (2) years from appointment of members or otherwise as endorsed by Council. Council will appointment community representatives following advertising and assessment against agreed criteria.
7. Chairperson and Term of Chairperson	Councillor Appointed by the Committee annually
8. Voting Rights	All Councillors. Chairperson has casting vote
9. Quorum	Two (2) Councillors 50% of remaining members
10. Conduct of Members	Meetings of the Committee will be treated as an Assembly of Councillors. Councillors' Code of Conduct applies. The conflict of interest and confidentiality provisions in the Local Government Act 1989 apply to all members.

11. Role of Council Staff Attendee(s)	Executive Officers to the Committee <ul style="list-style-type: none"> <li>▪ Director Infrastructure, Environment &amp; Leisure</li> <li>▪ Group Manager Property, Environment &amp; Sustainability</li> <li>▪ Sustainability Coordinator</li> </ul>
12. Meeting Frequency	At least four (4) times annually
13. Reporting Requirements	Advisory Committee minutes and recommendations will be submitted to the next appropriate Ordinary Council Meeting for consideration.
14. Other Relevant Information	Council may cease a committee or update Terms of Reference at any stage by Council Resolution.
15. Committee Contact Details	Group Manager Property, Environment & Sustainability
16. Date of Council Approval of Terms of Reference	17 October 2017
17. Date of Next Review of Terms of Reference	October 2019

**ITEM 9.10 COMMUNITY ENGAGEMENT POLICY**

**Author:** Gaye Stewart

**File No:**

**Attachments:** *Community Engagement Policy*

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**PURPOSE AND SUMMARY**

To seek Council endorsement of a Community Engagement Policy to outline Council's commitment to and steps for achieving effective and inclusive community engagement.

**RECOMMENDATION**

That Council adopts the Community Engagement Policy attached to this report.

**BACKGROUND**

Council develops policies to express commitment and guide program implementation.

A policy statement on community engagement was previously contained in Council's Community Engagement Strategy. This Strategy is being reviewed and in this context, a more formal policy will act as the foundation document to guide commitment.

Since the last Community Engagement Strategy was developed in 2013, Glen Eira City Council has strengthened its engagement approach and practices. In particular, Council is focusing on the importance of building relationships with our community to improve local decision making and communication.

In May 2017 the Auditor-General tabled the report *Public Participation and Community Engagement: Local Government Sector* in the Victorian Parliament. The report examined the effectiveness of community engagement and participation in local government by analysing public participation at six Victorian councils. The report included three recommendations for local government:

- **Recommendation one:** Local government should assess their public participation policies and associated resources against the IAP2 model, update them as necessary, and promote their use throughout the council.
- **Recommendation two:** Local government should build monitoring, reporting and evaluation activities into their public participation activities.
- **Recommendation three:** Local government should develop and document comprehensive public participation plans and their outcomes.

This policy is the first step to action improvements in response to the VAGO report. The new engagement approach will consist of three elements:

1. This policy as the foundation document guiding what we commit to,
2. The community engagement strategy which will detail our approach to reach our commitments, and
3. A tool box to support and guide the approaches taken by staff to effectively engage with the community.

The community engagement strategy and tool box are currently in development.

**ISSUES AND DISCUSSION**

The Community Consultation Policy will be reviewed annually.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

Not applicable

**POLICY AND LEGISLATIVE IMPLICATIONS**

The Community Consultation Policy should reflect Council obligations under the Local Government Act which is currently under review. An exposure draft is due by the end of 2017.

**COMMUNICATION AND ENGAGEMENT**

The Community Engagement Policy has been endorsed by the Community Consultation Committee. Feedback from Council business units has been sought in the development of this policy.

**LINK TO COUNCIL AND COMMUNITY PLAN**

Informed and Engaged – A transparent and accountable Council that engages its residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

That Council approves the proposed Community Engagement Policy attached.

Policy ID Number:\_\_\_\_\_

# COMMUNITY ENGAGEMENT POLICY

<b>Date first adopted:</b> [ Oct 17, 2017 ]  <b>Amended and Adopted:</b> [            ]	<b>Version:</b> [ 1    ]  <b>Next review date:</b> [ Oct 2021    ]	<b>Status:</b>
<b>Position Title of Responsible Business Unit Manager:</b>	<b>Director Community Wellbeing</b>	

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Glen Eira City Council

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## 1. TITLE

Community Engagement Policy

## 2. OBJECTIVE

To outline Council's commitment to and steps for achieving effective and inclusive community engagement.

## 3. DEFINITIONS AND ABBREVIATIONS

Term	Meaning
Community Engagement	Community Engagement is a planned process. It involves working with organisations, stakeholders and communities to shape the decisions or actions of the members of the community, stakeholders or organisation in relation to a problem, opportunity or outcome.

## 4. BACKGROUND

Council understands that engaging meaningfully with residents, local groups, businesses, organisations and other stakeholders, builds relationships, enhances community capacity and is critical for ensuring Council decisions are well-informed. Council recognises that consultation can provide opportunities for community members to meet and hear each other, and that positive outcomes can occur through solving problems together.

This Policy sets out a vision for community engagement in Glen Eira and outlines a set of key guiding principles. The principles stated draw on the Core Values developed by International Association of Public Participation which is widely regarded as the best practice approach to community engagement.

## 5. SCOPE AND RESPONSIBILITY

Opportunities for engagement are inclusive and open to all stakeholders and Council is proactive in presenting them, ensuring opportunities are appropriate, diverse and supported by the use of innovative technologies.

Community engagement is the responsibility of all Council business units, teams and individual employees, including contractors of Council and elected councillors. This Policy therefore applies to the whole Council organisation.

The Community Wellbeing will lead community engagement across Council to ensure the effective application of engagement principles and processes. This Policy, in setting out a vision for community engagement and key guiding principles, acknowledges that these processes will be different for individual engagements, depending on the topic, the stakeholders involved and the outcomes anticipated. Effective application of the Policy will therefore involve a range of approaches and methods.

## **6. POLICY**

- 6.1 Council will engage with all members of the Glen Eira community to strengthen relationships, build community capacity and facilitate informed and transparent decision making.
- 6.2 Council will ensure that the purpose of its engagement is clear and the community understands how their input will inform decision making processes.
- 6.3 Council will ensure that community engagement activities are well planned, coordinated, accessible and inclusive and will provide reasonable timeframes for contribution to all engagement activities.
- 6.4 Council will proactively engage with the community using a range of methods as well as seek out new, innovative ways of engaging with people (including online and creative, visual methods) that increase accessibility.
- 6.5 Council will encourage those affected by a decision to be involved in the decision-making process
- 6.6 Council will seek out the participation of those in the community whose voices are not often heard.
- 6.7 Council will be respectful and actively listen to different points of view, acknowledging the diverse range of knowledge, expertise and experiences in our community.
- 6.8 Council will report back to the community in a timely manner about how their input was considered and how it influenced the final outcome.
- 6.9 Council will advocate for its community and ensure that the community's views, needs and concerns are raised with other levels of government or relevant stakeholders.
- 6.10 Council will monitor its approach and undertake evaluation and review to ensure continuous improvement in its approach to community engagement.

## **7. HUMAN RIGHTS CHARTER COMPATIBILITY**

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006*.

## **8. ASSOCIATED DOCUMENTS**

Glen Eira Council and Community Plan 2017-2021

Glen Eira's Community Engagement Strategy

Glen Eira's Community Engagement Toolkit (in development)

## **9. REFERENCES/RESOURCES**

Local Government Act 1989

Health and Wellbeing Act 2008

Planning and Environment Act 2007

Road Management Act 2004

Victorian Charter of Human Rights and Responsibilities Act 2006

Victorian Auditor-General's Report Public Participation and Community Engagement: Local Government Sector, May 2017

International Association of Public Participation – Core Values for Public Participation and associated resources

**Item 9.11 COUNCIL POLICY – INVESTMENTS**

**Author:** John Vastianos (Chief Financial Officer)

**File No:** 17/166893

**Attachments:** 1: Investment Policy  
2: Investment Policy (marked-up)

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**PURPOSE AND SUMMARY**

To update Council's Investment Policy ('Policy').

**RECOMMENDATION**

That Council review and approve the amended Investment Policy shown in Attachment 1.

**BACKGROUND*****Investment Policy***

The Policy was last updated in 8 April 2014 and details Council's approach to investing funds.

Presently, over 95% of Council's funds are invested in fixed-rate, Australian financial institution term deposits and savings investment accounts. Council is restricted to placing funds in investments under Section 143 of the *Local Government Act 1989*.

**ISSUES AND DISCUSSION*****Changes to the Policy***

The opportunity was taken to review the Policy in its entirety and a summary of the amendments are set out below:

- Definition and abbreviations have been included in the Policy.
- Council's responsibility with its own direct investment (refer to section 4.4).
- Formatting of the document was adjusted for consistency with Council's policy template.
- Other minor amendments included updating associated documents and references, and clarifying some of the language.

A 'clean' copy of the updated policy (Attachment 1) and a copy of the policy with 'tracked' changes (Attachment 2) are included.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

Provides guidelines to ensure sound financial management in relation to the investment of Council funds.

## **POLICY AND LEGISLATIVE IMPLICATIONS**

In accordance with the *Local Government Act 1989*:

1. Section 136 – Principles of Sound Financial Management
2. Section 143 – Investments

## **COMMUNICATION AND ENGAGEMENT**

Not Applicable.

## **LINK TO COUNCIL AND COMMUNITY PLAN**

Theme 5: Informed and engaged – A well governed Council that is committed to transparency and engages residents in decision-making.

## **OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

## **CONCLUSION**

Councillors are asked to consider the proposed changes to the Policy and if changes are approved, they will take effect from the date of approval.

# Investment Policy

<b>Date first adopted:</b> 15 September 1997  <b>Amended and adopted:</b> 8 April 2014 17 October 2017	<b>Version: 3</b>  <b>Next review date:</b> June 2018	<b>Status: Reviewed</b>
<b>Position Title of Responsible Business Unit Manager:</b>	<b>Chief Financial Officer</b>	

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## 1. TITLE

Investment Policy

## 2. OBJECTIVE

The objective of Council's Investment Policy is to ensure that:

- All funds are invested in accordance with legislative and Council requirements.
- Effective internal controls are in place to minimise investment risk.
- The financial yield is managed through prudent investment of funds whilst ensuring sufficient liquidity for Council's day to day operational commitments.
- Investment decisions are based on the security of funds by limiting unnecessary exposure to risk.

## 3. DEFINITIONS AND ABBREVIATIONS

Term		Meaning	
Authorised Deposit-taking Institutions		Authorised Deposit-taking Institutions (ADIs) are corporations which are authorised under the <i>Banking Act 1959</i> . ADIs include banks, building societies, and credit unions.	
Credit Rating		An assessment of the credit-worthiness of an investment in general terms or with respect to a particular debt or financial obligation.	
Standard & Poor's		Standard & Poor's Financial Services (also referred to as S&P) is the world's leading index provider and the foremost source of independent credit ratings.	
Short-term		Long-term	
A1+	Extremely strong capacity to pay	AAA	Extremely strong capacity to pay
A1	Strong capacity to pay	AA+ AA AA-	Very strong capacity to pay
A2	Satisfactory capacity to pay	A+ A A-	Strong capacity to pay
A3	Adequate capacity to pay	BBB+ BBB BBB-	Adequate Capacity to Pay
B	Vulnerable to default/speculative	BB+ BB BB-	Uncertainties or Adverse Conditions could lead to inadequate capacity to Pay
		B+ B B-	Adverse conditions likely to impair capacity to pay
		CCC CC	Vulnerable to default High risk of default
		D	Default

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## **4. POLICY GUIDELINES**

### **4.1 Funds for Investment**

Any Council funds not required for financial commitments are to be invested.

### **4.2 Authority for Investment**

Authority is delegated to the Chief Financial Officer, the Director of Corporate Services or the Chief Executive Officer to place funds in investments permitted under Section 143 of the *Local Government Act 1989*.

### **4.3 Authorised Investments (Under Section 143)**

Under section 143 of the *Local Government Act 1989*, Council may invest:

- (a) in Government Securities of the Commonwealth;
- (b) in securities guaranteed by the Government of Victoria;
- (c) with an authorised deposit-taking institution;
- (d) with any financial institution guaranteed by the Government of Victoria;
- (e) on deposit with an eligible money market dealer within the meaning of the *Corporations Act 2001* (Commonwealth); or
- (f) in any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of section 143 of the *Local Government Act 1989*.

The following investments are examples of investments that have been approved under paragraph (f) above:

- (i) Investments in managed investment schemes which have:
  - a rating of at least AA from Standard & Poors Australian Ratings;
  - are registered under section 601EB of the *Corporations Act 2001* (Commonwealth); and
  - are liquid within the meaning of section 601KA(4) of the *Corporations Act 2001* (Commonwealth) and have a constitution that provides for members to withdraw from the scheme.
- (ii) Investments in the Treasury Corporation of Victoria.
- (iii) Certificates of Deposit and Bills of Exchange.

### **4.4 Guidelines**

In addition to the above statutory investment guidelines, the following guidelines will be followed:

#### 4.4.1 Council's own direct investments

##### **(a) Responsible Investment**

Council's investment process will ensure that all investment decisions are made having regard to the values expressed in the *Council and Community Plan*, the principles of responsible investing and to Council's requirement to exercise effective financial stewardship.

Council undertakes to uphold the following principles as a part of our obligations:

- (i) We will incorporate Environmental, Social and Governance (ESG) issues into investment analysis and decision-making processes.
- (ii) We will be active owners and incorporate ESG issues into our ownership policies and practices.
- (iii) We will seek appropriate disclosure on ESG issues by the entities in which we invest.
- (iv) We will, where appropriate, undertake a process of engagement with companies involved in unacceptable activities to attempt to drive improved practices. Council will participate as socially responsible investors by being members of relevant industry bodies and the utilisation of industry standards to support decision making.
- (v) Financial institutions to be selected for investments will have a commitment to ESG principles.

Council will not invest directly in:

- (i) any company for whom the extraction, production, refining or distribution of fossil fuel form a core part of their business strategy, or in any company whose principal business involves providing infrastructure or services to companies previously mentioned;
- (ii) investments likely to significantly and detrimentally impact on the human rights of individuals identified in the Charter of Human Rights and Responsibilities including investments that produce, encourage or support:
  - Gambling;
  - Armaments;
  - Tobacco;
  - Pornography;
  - Child labour; or
  - Unacceptable damage to the natural environment.

Council acknowledges that investment decisions may be complex involving a balance between positive and negative factors and may require expert assistance to make this determination.

***(b) Term to Maturity of Investments***

The term to maturity of any Council direct investment may range from “at call” to one year. Any investments for a period exceeding one year will require formal Council approval.

***(c) Quotations on Investments***

Not less than three (3) quotations shall be obtained from authorised institutions whenever an investment is proposed. The best quote on the day will be successful after allowing for administrative and banking costs, as well as having regard to the limits set above.

**4.4.2 Council’s Investments with Funds Managers**

***(a) Responsible Investment***

When choosing fund managers and investment schemes, Council will consider the practices and investment strategies of fund managers and schemes with the aim of avoiding where reasonably practicable, funds and investments which support or contribute to those industries or issues identified in section 4.4.1(a) above.

***(b) Asset Quality/Credit Restrictions***

The rating requirements for managed investment schemes ensure that only funds with very high credit quality are invested in (minimum AA long term).

***(c) Duration of Investments***

All managed investment schemes will be made in only cash, cash-plus or fixed interest funds that meet the regulatory requirements as defined under Section 4.3 of the Investment Policy.

The choice of fund type will depend on Council’s investment time horizon, and its attitude to risk and return as set out in its Investment Strategy, e.g. a cash fund suits investments with a time horizon of 0-180 days; a cash-plus fund (with a bank bill performance benchmark) suits a time horizon of 6-12 months; and long term fixed interest needs a 3-5 year time horizon because of the additional extra volatility of returns.

#### 4.4.3 General Policy Guidelines

##### ***Diversification/Credit Risk***

The amount invested with any one fund manager or financial institution cannot exceed 40% of the total funds invested. In addition, the following table indicates the percentages of funds to be allocated to the various long and short term ratings of financial institutions. When placing investments, consideration should be given to the relationship between credit rating and interest rate.

Long Term Rating (Standard & Poors)	Short Term Rating (Standard & Poors)	Percentage of Total Investments
AAA to AA-	A1+	40% - 100%
A+ to A	A1	0 – 45%
A- to BBB-	A2	0 – 15%
BB+ to D	-	Nil

If any of the funds/securities held are downgraded such that they no longer fall within Council's investment policy guidelines, they will be divested within 30 days or as soon as is practicable.

Percentage limits are based on Council's average investment portfolio balance, and exclude funds held in operational accounts.

#### **4.5 Liquidity**

The investment portfolio will remain sufficiently liquid to enable Council to meet all operating requirements which might be reasonably anticipated.

Investment maturities will be scheduled to coincide with projected cash flow needs.

#### **4.6 Reporting of Investment Holdings**

Investment holdings shall be reported to Council on a monthly basis as part of the Financial Management Report and will show the average yield across the total investment portfolio. Investments will also be benchmarked against an appropriate industry standard.

#### **4.7 Variations to Policy**

All significant changes to this policy are to be reported to Council.

Any variation to the Table in 4.4.3 must be referred to the Audit Committee and approved by Council.

## **5. HUMAN RIGHTS CHARTER COMPATIBILITY**

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006*.

## **6. ASSOCIATED DOCUMENTS**

Not Applicable

## **7. REFERENCES/RESOURCES**

*Banking Act 1959*

*Local Government Act 1989*

*Charter of Human Rights and Responsibilities Act 2006*

# Investment Policy

<b>Date first adopted:</b> 15 September 1997  <b>Amended and adopted:</b> 8 April 2014 <u>17 October 2017</u>	<b>Version:</b> <u>3</u>  <b>Next review date:</b> June 2018	<b>Status:</b> Reviewed
<b>Position Title of Responsible Business Unit Manager:</b>	<b>Chief Financial Officer</b>	

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## 1. TITLE

Investment Policies

## 2. OBJECTIVE

The objective of Council's Investment Policy is to ensure that:

- All funds are invested in accordance with legislative and Council requirements.
- Effective internal controls are in place to minimise investment risk.
- The financial yield is managed through prudent investment of funds whilst ensuring sufficient liquidity for Council's day to day operational commitments.
- Investment decisions are based on the security of funds by limiting unnecessary exposure to risk.

## 3. DEFINITIONS AND ABBREVIATIONS

Term	Meaning
<u>Authorised Deposit-taking Institutions</u>	<u>Authorised Deposit-taking Institutions (ADIs) are corporations which are authorised under the <i>Banking Act 1959</i>. ADIs include banks, building societies, and credit unions.</u>
<u>Credit Rating</u>	<u>An assessment of the credit-worthiness of an investment in general terms or with respect to a particular debt or financial obligation.</u>
<u>Standard &amp; Poor's</u>	<u>Standard &amp; Poor's Financial Services (also referred to as S&amp;P) is the world's leading index provider and the foremost source of independent credit ratings.</u>

Short-term		Long-term	
<u>A1+</u>	<u>Extremely strong capacity to pay</u>	<u>AAA</u>	<u>Extremely strong capacity to pay</u>
<u>A1</u>	<u>Strong capacity to pay</u>	<u>AA+</u> <u>AA</u> <u>AA-</u>	<u>Very strong capacity to pay</u>
<u>A2</u>	<u>Satisfactory capacity to pay</u>	<u>A+</u> <u>A</u> <u>A-</u>	<u>Strong capacity to pay</u>
<u>A3</u>	<u>Adequate capacity to pay</u>	<u>BBB+</u> <u>BBB</u> <u>BBB-</u>	<u>Adequate Capacity to Pay</u>
<u>B</u>	<u>Vulnerable to default/speculative</u>	<u>BB+</u> <u>BB</u> <u>BB-</u>	<u>Uncertainties or Adverse Conditions could lead to inadequate capacity to Pay</u>
		<u>B+</u> <u>B</u> <u>B-</u>	<u>Adverse conditions likely to impair capacity to pay</u>
		<u>CCC</u> <u>CC</u>	<u>Vulnerable to default</u> <u>High risk of default</u>
		<u>D</u>	<u>Default</u>

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## **2.4. POLICY GUIDELINES**

### **2.4.1 Funds for Investment**

Any Council funds not required for financial commitments are to be invested.

### **2.4.2 Authority for Investment**

Authority is delegated to the Chief Financial Officer, ~~the Director of Corporate Services the Manager, Finance~~ or the Chief Executive Officer ~~in placing to place~~ funds in investments permitted under Section 143 of the *Local Government Act 1989*.

### **2.4.3 Authorised Investments (Under Section 143)**

Under section 143 of the Local Government Act 1989, Council may invest:  
~~Authorised Investments would include but not necessarily be limited to investments:~~

- (a) in Government Securities of the Commonwealth;
- (b) in securities guaranteed by the Government of Victoria;
- (c) with an authorised deposit-taking institution;
- (d) with any financial institution guaranteed by the Government of Victoria;
- (e) on deposit with an eligible money market dealer within the meaning of the Corporations Act 2001 (Commonwealth); or
- (f) in any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of section 143 of the Local Government Act 1989.

~~Examples of Section 143(f) being used to authorise investments are as follows~~The following investments are examples of investments that have been approved under paragraph (f) above:

- (i) Investments in managed investment schemes which have:
  - a rating of at least ~~AAm or AAF~~ from Standard & Poors Australian Ratings;
  - are registered under section 601EB of the *Corporations Law Act 2001 (Commonwealth)*; and
  - are liquid within the meaning of section 601KA(4) of the *Corporations Law Act 2001 (Commonwealth)* and have a constitution that provides for members to withdraw from the scheme.
- (ii) Investments in the Treasury Corporation of Victoria.
- (iii) Certificates of Deposit and Bills of Exchange.

### **2.4.4 Guidelines**

In addition to the above statutory investment guidelines, the following guidelines ~~are also recommended~~will be followed:

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#### **4.4.1 Council's own direct investments**

##### **(a) Responsible Investment**

Council's investment process will ensure that all investment decisions are made having regard to the values expressed in the *Council and Community Plan*, the principles of responsible investing and to Council's requirement to exercise effective financial stewardship.

Council undertakes to uphold the following principles as a part of our obligations –

(i) We will incorporate Environmental, Social and Governance (ESG) issues into investment analysis and decision-making processes.

(ii) We will be active owners and incorporate ESG issues into our ownership policies and practices.

(iii) We will seek appropriate disclosure on ESG issues by the entities in which we invest.

~~(iv)~~ (iv) We will, where appropriate, undertake a process of engagement with companies involved in unacceptable activities to attempt to drive improved practices. Council will participate as socially responsible investors by being members of relevant industry bodies and the utilisation of industry standards to support decision making.

(v)

~~(ii)~~ Financial institutions to be selected for investments will have a commitment to ESG principles.

Council will not invest directly in:

(i) – any company for whom the extraction, production, refining or distribution of fossil fuel form a core part of their business strategy, or in any company whose principal business involves providing infrastructure or services to companies previously mentioned fossil fuel assets, carbon-heavy investments or high-carbon-intensive industries;

(ii) -investments likely to significantly and detrimentally impact on the human rights of individuals identified in the Charter of Human Rights and Responsibilities including investments that produce, encourage or support:

- Gambling;
- Armaments;
- Tobacco;
- Pornography;
- Child labour; or
- Unacceptable damage to the natural environment.

~~or~~  
~~other uses which are contrary to Council's policies.~~

Council acknowledges that investment decisions may be complex involving a balance between positive and negative factors and may require expert assistance to make this determination.

**(b) Term to Maturity of Investments**

The term to maturity of any Council direct investment may range from "at call" to one year. Any investments for a period exceeding one year will require formal Council approval.

**(c) Quotations on Investments**

Not less than three (3) quotations shall be obtained from authorised institutions whenever an investment is proposed. The best quote on the day will be successful after allowing for administrative and banking costs, as well as having regard to the limits set above.

**4.4.14.4.2 Council's Investments with Funds Managers**

**(a) Responsible Investment**

When choosing fund managers and investment schemes, Council will consider the practices and investment strategies of fund managers and schemes with the aim of avoiding where reasonably practicable, funds and investments which support or contribute to those industries or issues identified in section 4.4.1(a) above.

**(a)(b) Asset Quality/Credit Restrictions**

The rating requirements for managed investment schemes ensure that only funds with very high credit quality are invested in (minimum AA long term).

**(b)(c) Duration of Investments**

All managed investment schemes will be made in only cash, cash-plus or fixed interest funds that meet the regulatory requirements as defined under Section 4.2.3 of the Investment Policy. The choice of fund type will depend on Council's investment time horizon, and their its attitude to risk and return as set out in its Investment Strategy, eg g. a cash fund suits investments with a time horizon of 0-180 days; a cash-plus fund (with a bank bill performance benchmark) suits a time horizon of 6-12 months; and long term fixed interest needs a 3-5 year time horizon because of the additional extra volatility of returns.

**4.4.24.4.3 General Policy Guidelines**

***Diversification/Credit Risk***

The amount invested with any one fund manager or financial institution cannot exceed 40% of the total funds invested. In addition, the following table indicates the percentages of

Investments

funds to be allocated to the various long and short term ratings of financial institutions. When placing investments, consideration should be given to the relationship between credit rating and interest rate.

Long Term Rating (Standard & Poors)	Short Term Rating (Standard & Poors)	Percentage of Total Investments
AAA to AA-	A1+	40% - 100%
A+ to A	A1	0 – 45%
A- to BBB-	A2	0 – 15%
BB+ to D	-	Nil

- If any of the funds/securities held are downgraded such that they no longer fall within Council's investment policy guidelines, they will be divested within 30 days or as soon as is practicable.
- Percentage limits are based on Council's average investment portfolio balance, and exclude funds held in operational accounts.

#### Credit Ratings

~~If any of the funds/securities held are downgraded such that they no longer fall within Council's investment policy guidelines, they will be divested within 30 days or as soon as is practicable.~~

## 4.5 Liquidity

The investment portfolio will remain sufficiently liquid to enable Council to meet all operating requirements which might be reasonably anticipated.  
Investment maturities will be scheduled to coincide with projected cash flow needs.

## 2.54.6 Reporting of Investment Holdings

Investment holdings shall be reported to Council on a monthly basis as part of the Financial Management Report and will show the average yield across the total investment portfolio. Investments will also be benchmarked against an appropriate industry standard.

## 2.64.7 Variations to Policy

All significant changes to this policy are to be reported to Council.

Any variation to the Table in 42.4.3 must be referred to the Audit Committee and approved by Council.

## 5. HUMAN RIGHTS CHARTER COMPATIBILITY

This Policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006*.

### **3.6. ASSOCIATED DOCUMENTS**

Not Applicable

### **4.7. REFERENCES/RESOURCES**

~~Section 143 of the~~ *Banking Act 1959*  
*Local Government Act 1989*  
*Charter of Human Rights and Responsibilities Act 2006*

**ITEM 9.12 CHANGES TO COUNCIL INSTRUMENTS OF DELEGATIONS**

**Author:** Wendy Mason, Legal & Governance Co-ordinator

**File No:** N/A

**Attachments:**

1. *Instrument of Delegation to CEO (clean and tracked change versions)*
2. *Instrument of Delegation to Staff – Planning and Environment Act 1987 (clean and tracked change versions)*
3. *Instrument of Delegation to Staff – Road Management Act 2004 (clean and tracked change versions)*
4. *Instrument of Delegation to Staff – Food Act 1984 (clean and tracked change versions)*

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**PURPOSE AND SUMMARY**

To review Council delegations within 12 months of the Local Government Elections held on 22 October 2016 and revoke and replace delegations where appropriate.

**RECOMMENDATION**

That Council approves the following Delegations and the Instruments of Delegation in attachments 1, 2, 3 and 4:

**1 Instrument of Delegation to CEO**

In the exercise of the powers conferred by section 98(1) of the *Local Government Act 1989 (the Act)*, Council resolves that:

- (a) there be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that instrument;
- (b) the instrument comes into force immediately the common seal of Council is affixed to the instrument;
- (c) on the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked;
- (d) the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt; and
- (e) it is noted that the instrument includes a power of delegation to members of Council staff, in accordance with section 98(3) of the Act.

**2 Planning and Environment Act 1987**

In exercise of the powers conferred by section 98(1) of the Act and under section 188 of the *Planning and Environment Act 1987*, Council resolves that:

- (a) the existing delegation to Council staff be revoked effective immediately upon the Instrument of Delegation referred to in sub-paragraph 2(b) coming into effect;

- 
- (b) there be delegated to specified Council staff the powers, discretions and authorities set out in the attached Instrument of Delegation (as amended) (Attachment 2);
  - (c) the powers, discretions and authorities conferred on the specified Council staff by the Instrument of Delegation must be exercised in accordance with the delegations, procedures and limitations set out in the Instrument of Delegation and in accordance with any guidelines or policies Council may from time to time adopt;
  - (d) the Instrument of Delegation be sealed; and
  - (e) the Instrument of Delegation:
    - i. comes into force immediately the seal of Council is affixed to it; and
    - ii. remains in force until Council determines to vary or revoke it.

### **3 Road Management Act 2004**

In exercise of the powers conferred by section 98(1) of the *Local Government Act 1989* and section 118(1) of the *Road Management Act 2004* Council resolves that:

- (a) the existing delegation to Council staff be revoked effective immediately upon the Instrument of Delegation referred to in sub-paragraph 3(b) coming into effect;
- (b) there be delegated to specified Council staff the powers, discretions and authorities set out in the attached Instrument of Delegation (as amended) (Attachment 3);
- (c) the powers, discretions and authorities conferred on the specified Council staff by the Instrument of Delegation must be exercised in accordance with the delegations, procedures and limitations set out in the Instrument of Delegation and in accordance with any guidelines or policies Council may from time to time adopt;
- (d) the Instrument of Delegation be sealed; and
- (e) the Instrument of Delegation:
  - i. comes into force immediately the seal of Council is affixed to it; and
  - ii. remains in force until Council determines to vary or revoke it.

### **4 Food Act 1984**

In exercise of the powers conferred by section 98(1) of the *Local Government Act 1989* and under section 58A of the *Food Act 1984* Council resolves that:

- (a) the existing delegation to Council staff be revoked effective immediately upon the Instrument of Delegation referred to in sub-paragraph 4(b) coming into effect;
- (b) there be delegated to specified Council staff the powers, discretions and authorities set out in the attached Instrument of Delegation (as amended) (Attachment 4);
- (c) the powers, discretions and authorities conferred on the specified Council staff by the Instrument of Delegation must be exercised in accordance with the delegations, procedures and limitations set out in the Instrument of Delegation and in accordance with any guidelines or policies Council may from time to time adopt;
- (d) the Instrument of Delegation be sealed; and
- (e) the Instrument of Delegation:
  - i. comes into force immediately the seal of Council is affixed to it; and
  - ii. remains in force until Council determines to vary or revoke it.

**BACKGROUND**

Section 98(6) of the Local Government Act 1989 mandates that the Council must review all delegations made by Council which are in force, within 12 months after a general election.

**1. Instrument of Delegation – Council to CEO**

Council's current delegation to the CEO has been unchanged for at least 10 years (with the exception of the limitation amounts in clause 4.7). Proposed changes in Attachment 1 (tracked) are intended to reflect changes to the law and practice and are based on the template that Maddocks Lawyers provides, and which most Councils use.

Council subscribes to Maddocks' delegation service to ensure that our many instruments of delegation are current and correct and our periodic updates to delegation instruments are based on this service.

Bringing the Instrument of Delegation to the CEO in closer alignment with the Maddocks' recommended template provides greater assurance that the Instrument of Delegation is current and compliant and provides an opportunity to reflect on whether existing limitations are necessary or useful.

Note the provisions which limit the CEO's exercise of power that are already present in paragraphs 5, 6 and 7 and the additional proposed paragraph 8 taken from the Maddocks' template.

**2. Instrument of Delegation – Council to members of staff - *Planning and Environment Act 1987***

Changes to organisational structure within Council have resulted in the addition of one (1) new delegate to this Instrument. Other minor changes reflect changes to legislation.

Proposed amendments are shown tracked in Attachment 2.

**3. Instrument of Delegation – Council to members of staff – *Road Management Act 2004***

One existing delegate has been given additional powers and duties to allow them to perform the functions of their role.

Proposed amendments are shown tracked in Attachment 3.

**4. Instrument of Delegation – Council to members of staff – *Food Act 1984***

One new provision has been added to this Instrument as a result of legislative changes.

Proposed amendments are shown tracked in Attachment 4.

**5. Instrument of Delegation – Council to members of staff – other legislation**

This is the only other Instrument of Delegation from Council to staff. Council reviewed and updated this Instrument on 2 May 2017 and no further changes are required for operational purposes. As the review occurred within the timeframe mandated by s.98(6), no further review is necessary.

**ISSUES AND DISCUSSION**

The Instrument of Delegation – Council to CEO is proposed to be amended to reflect legislative changes and to align the Instrument more closely with the Maddocks Lawyers' template for the reasons explained in the Background above.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

N/a

**POLICY AND LEGISLATIVE IMPLICATIONS**

The proposed review of Council's Instruments of Delegation is a requirement of the *Local Government Act 1989* and the recommended changes are intended to ensure that the Instruments are compliant with legislation.

**COMMUNICATION AND ENGAGEMENT**

N/a

**LINK TO COUNCIL AND COMMUNITY PLAN**

Theme 5 Informed and Engaged - a well governed Council that is committed to transparency and engages residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

That Council approves the changes to the attached Instruments of Delegation from Council to members of staff in accordance with the Recommendation.

## **Attachment 1**

Glen Eira City Council

Instrument of Delegation

to

The Chief Executive Officer

## Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 ('the Act') and all other powers enabling it, the Glen Eira City Council ('Council') delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that:

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 17 October 2017;
2. the delegation:
  - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
  - 2.2 is subject to any conditions and limitations set out in the Schedule;
  - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 2.4 remains in force until Council resolves to vary or revoke it.
3. The member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

The seal of the Glen Eira City  
Council was hereto affixed in  
the presence of:

Date:

## **SCHEDULE**

The power to:

1. determine any issue;
2. take any action; or
3. do any act or thing,

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

### **Conditions and Limitations**

The delegate must not determine the issue, take the action or do the act or thing:

4. if the issue, action, act or thing is an issue, action, act or thing which involves
  - 4.1 making a local law under Part 5 of the Act;
  - 4.2 approval of the Council Plan under s.125 of the Act;
  - 4.3 adoption of the Strategic Resource Plan under s.126 of the Act;
  - 4.4 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
  - 4.5 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
  - 4.6 awarding or signing a contract or agreement for the purchase of goods or services, or for the carrying of works: in relation to roads or drains to the value of \$1,000,000 or more; in relation to all other contracts or agreements to the value of \$500,000 or more;
  - 4.7 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council be filled;
  - 4.8 determining the level of cash in lieu of car parking payment under a town planning permit where a contributions plan has been implemented by Council;

- 4.9 accepting an offer to purchase land from a discontinued road or a former reserve which vests in Council, where the proposed sale price determined in accordance with Council policy is greater than \$200,000;
  - 4.10 subject to 4.9, the acquisition or disposition of a legal interest in land or buildings other than discontinued roads or former reserves which vest in Council, except where a lease is a renewal or variation of an existing agreement and the lease is consistent with Council's Community Leases Policy (or similar approved policy) and the variation does not change the area of land occupied;
  - 4.11 deciding that all voting at an election or poll of voters is to be by means of postal voting under s.41A of the Act;
  - 4.12 appointment of councillor or community delegates or representatives to external organisations; or
  - 4.13 the return of the general valuation.
- 5. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 6. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - 6.1 policy; or
    - 6.2 strategy, adopted by Council; or
  - 7. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)- (f) (inclusive) of the Act or otherwise;
  - 8. if the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

## **Attachment 1**

Glen Eira City Council

Instrument of Delegation

to

The Chief Executive Officer

## Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 ('the Act') and all other powers enabling it, the Glen Eira City Council ('Council') delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that:

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 17 ~~May 2016~~October 2017;
2. the delegation:
  - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
  - 2.2 is subject to any conditions and limitations set out in the Schedule;
  - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 2.4 remains in force until Council resolves to vary or revoke it.
3. The member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

The seal of the Glen Eira City Council was hereto affixed in the presence of:

Date: ~~20 May 2016~~

## SCHEDULE

The power to:

1. determine any issue;
2. take any action; or
3. do any act or thing,

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

### Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

4. if the issue, action, act or thing is an issue, action, act or thing which involves
  - 4.1 making a local law under Part 5 of the Act;
  - 4.2 approval of the Council Plan under s.125 of the Act;
  - 4.3 adoption of the Strategic Resource Plan under s.126 of the Act;
  - 4.4 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
  - 4.5 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
  - ~~4.6 use of the Common Seal but subject always to section 5(3)(c) of the Local Government Act and Local Laws;~~
  - 4.7 awarding or signing a contract or agreement for the purchase of goods or services, or for the carrying of works: in relation to roads or drains to the value of \$1,000,000 or more; in relation to all other contracts or agreements to the value of \$500,000 or more;
  - ~~4.8 noting Declarations of Impartiality by Valuers pursuant to section 13DH(2) of the Valuation of Land Act 1960;~~
  - 4.9 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council be filled;
  - 4.10 determining the level of cash in lieu of car parking payment under a town planning permit where a contributions plan has been implemented by Council;
  - ~~4.11 determining on the permanent placement and maintaining of barriers on a road under s.207 and clause 9 of schedule 11 of the Act;~~
  - ~~4.12 determining on the temporary placement and maintaining of barriers on a road under s.207 and clause 10 of schedule 11 of the Act;~~

- 4.13 accepting an offer to purchase land from a discontinued road or a former reserve which vests in Council, where the proposed sale price determined in accordance with Council policy is greater than \$200,000;
- 4.14 subject to 4.13, the acquisition or disposition of a legal interest in land or buildings other than discontinued roads or former reserves which vest in Council, except where a lease is a renewal or variation of an existing agreement and the lease is consistent with Council's Community Leases Policy (or similar approved policy) and the variation does not change the area of land occupied;
- ~~4.15 with respect to planning scheme amendments, request for a panel or final adoption or abandonment;~~
- ~~4.16 review and determination of Councillor and Mayoral allowances under s.74 of the Act;~~
- 4.17 deciding that all voting at an election or poll of voters is to be by means of postal voting under s.41A of the Act;
- 4.18 appointment of councillor or community delegates or representatives to external organisations; or
- 4.19 the return of the general valuation; ~~or~~
- ~~4.20 making or determining any policy decision other than those necessary for the efficient and effective day to day management of the Council's operations in accordance with the Act and other statutory and regulatory requirements.~~
- 5. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 6. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - 6.1 policy; or
  - 6.2 strategy, adopted by Council; or
- 7. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise;
- 8. if the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

**Attachment 2**

**Glen Eira City Council**

**Instrument of Delegation**

**to**

**Members of Council Staff – *Planning and Environment Act 1987***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the powers conferred by section 188 of the *Planning and Environment Act* 1987 and section 98(1) of the *Local Government Act* 1989, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follows:
 

'CTP' means Coordinator Town Planning;  
 'CStratP' means Coordinator Strategic Planning;  
 'CPBC' means Coordinator Planning and Building Compliance;  
 'DIEL' means Director Infrastructure, Environment and Leisure;  
 'DPP' ' means Director Planning and Place;  
 'ESC' means Engineering Services Coordinator;  
 'MIA' means Manager Infrastructure Assets;  
 'MCSC' means Manager Community Safety and Compliance;  
 'MCF' means Manager City Futures;  
 'MTP' means Manager Town Planning  
 'PBCM' means Planning and Building Compliance Manager;  
 'PSO' means Planning Support Officer;  
 'PTO' means Planning Technical Officer;  
 'PTP' means Principal Town Planner;  
 'SP' means Subdivision Planner;  
 'Specific Planning Officers' means DPP, CTP, CStratP, PBCM, MCSC, MTP, MCF, PTO, PTP, SP, STP, SupP and TP;  
 'STP' means Senior Town Planner;  
 'StratP' means Strategic Planner;  
 'SupP' means Supervising Planner; and  
 'TP' means Town Planner.
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 17 October 2017; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy adopted by Council; or:
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful decision, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The seal of Glen Eira City )  
Council was affixed hereto in )  
the presence of: )

.....Councillor

.....Chief Executive Officer

1  
**SCHEDULE**

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.4B	Power to prepare an amendment to the Victoria Planning Provisions.	Specific Planning Officers	If authorised by the Minister.
s.4G	Function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister.	Specific Planning Officers	
s.4H	Duty to make amendment to Victoria Planning Provisions available.	Specific Planning Officers	
s.4I	Duty to keep Victoria Planning Provisions and other documents available.	Specific Planning Officers	
s.8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s.8A.	Specific Planning Officers	
s.8A(3)	Power to apply to the Minister to prepare an amendment to the planning scheme.	Not delegated	
s.8A(5)	Function of receiving notice of the Minister's decision.	Specific Planning Officers	
s.8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days.	DPPMTP MCF	
s.8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district.	Not delegated	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons.	Specific Planning Officers	
s.12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s.19 of the <i>Planning and Environment (Planning Schemes) Act</i> 1996).	Specific Planning Officers	
s.12B(1)	Duty to review planning scheme.	DPP MTP MCF	
s.12B(2)	Duty to review planning scheme at direction of Minister.	DPP MTP MCF	
s.12B(5)	Duty to report findings of review of planning scheme to Minister without delay.	DPP MTP MCF	
s.14	Carry out duties of the Responsible Authority as set out in subsections (a) to (d).	Specific Planning Officers	
s.17(1)	Duty of giving copy amendment to the planning scheme.	Specific Planning Officers	
s.17(2)	Duty of giving copy s.173 agreement.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days.	Specific Planning Officers	
s.18	Duty to make amendment etc available.	Specific Planning Officers	
s.19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to take any other steps necessary to tell anyone who may be affected by the amendment about its preparation.	DPP MTP MCF	
s.19	Function of receiving notice of preparation of an amendment to a planning scheme.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s.20(1)	Power to apply to Minister for exemption from the requirements of s.19.	Specific Planning Officers	
s.21(2)	Duty to make submissions available.	Specific Planning Officers	
s.21A(4)	Duty to publish notice in accordance with section.	Specific Planning Officers	
s.22	Duty to consider all submissions.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.23(1)	After considering submissions, change amendment, refer to a panel or abandon amendment.	Not delegated	
s.23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel.	Specific Planning Officers	
s.23(2)	Power to refer to a panel submissions which do not require a change to the amendments.	Not delegated	
s.24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s.96D).	Specific Planning Officers	
s.26(1)	Power to make report available for inspection.	Specific Planning Officers	
s.26(2)	Duty to keep report of panel available for inspection.	Specific Planning Officers	
s.27(1)	Duty to consider panel's report.	Not delegated	
s.27(2)	Power to apply for exemption if panel's report not received.	Not delegated	
s.28	Duty to advise the Minister if abandoning an amendment.	Specific Planning Officers	The power to make a decision to abandon an amendment cannot be delegated.
s.29	Power to adopt amendment	Not delegated	
s.30(4)(a)	Duty to say if amendment has lapsed.	Specific Planning Officers	
s.30(4)(b)	Duty to provide information in writing upon request.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.32(2)	Duty to give more notice if required.	Specific Planning Officers	
s.33(1)	Duty to give more notice of changes to an amendment.	Specific Planning Officers	
s.36(2)	Duty to give notice of approval of amendment.	Specific Planning Officers	
s.38(5)	Duty to give notice of revocation of an amendment.	Specific Planning Officers	
s.39	Function of being a party to a proceeding commenced under s.39 and duty to comply with determination by VCAT.	Specific Planning Officers	
s.40(1)	Function of lodging copy of approved amendment.	Specific Planning Officers	
s.41	Duty to make approved amendment available.	Specific Planning Officers	
s.42	Duty to make copy of planning scheme available.	Specific Planning Officers	
s.46AS(ac)	Power to request the Victorian Planning Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria.	Not delegated	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46GF	duty to comply with directions issued by the Minister	DPP MTP MCF	
s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	DPP MTP MCF	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	DIEL DPP MIA MTP MCF	where council is a collecting agency

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under Part 2 of the Planning and Environment Act 1987	DIEL DPP MIA MTP MCF	must be done in accordance with Local Government Act 1989
s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	DIEL DPP MIA MTP MCF	
s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	DIEL DPP MIA MTP MCF	
s46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the Planning and Environment Act 1987 if satisfied that the development is not to proceed	DIEL DPP MIA MTP MCF	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46GI(5)	duty to take action described in s.46GI(5)(c) – (e) where s.46GI(5)(a) and (b) applies.	DIEL DPP MIA MTP MCF	
s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GM	duty to prepare report and give a report to the Minister	DIEL DPP MIA MTP MCF	where council is a collecting agency or development agency
s.46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy.	Specific Planning Officers	
s.46N(2)(c)	Function of determining time and manner for receipt of development contributions levy.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy.	Specific Planning Officers	Power to reduce or waive infrastructure levy is limited to DIEL, DPP, MTP, MCF
s.46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid or agreement is in place, prior to issuing building permit.	Specific Planning Officers	
s.46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy.	Specific Planning Officers	
s.46P(1)	Power to require payment of amount of levy under s.46N or s.46O to be satisfactorily secured.	Specific Planning Officers	
s.46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable.	DIEL DPP MIA MTP MCF	
s.46Q(1)	Duty to keep proper accounts of levies paid.	Specific Planning Officers	
s.46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services or facilities on behalf of development agency or plan preparation costs incurred by a development agency.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc.	Specific Planning Officers	
s.46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed.	DIEL DPP MTP MCF	Only applies when levy is paid to Council as a development agency.
s.46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the council or for the provision by the council of works, services or facilities in an area under s.46Q(4)(a).	DPP MTP MCF	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s.46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan.	Specific Planning Officers	Must be done in accordance with Part 3.
s.46Q(4)(e)	Duty to expend that amount on other works etc.	DPP	With the consent of, and in the manner approved by, the Minister.
s.46QC	Power to recover any amount of levy payable under Part 3B.	Specific Planning Officers	
s.46QD	duty to prepare report and give a report to the Minister.	DIEL DPP MIA MTP MCF	Where council is a collecting agency or development agency.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.49(1)	Duty to keep a register of all applications for permits and determinations relating to permits.	PSO  Specific Planning Officers	
s.49(2)	Duty to make register available for inspection.	PSO  Specific Planning Officers	
s.50(4)	Duty to amend application.	Specific Planning Officers	
s.50(5)	Power to refuse to amend application.	Specific Planning Officers	
s.50(6)	Duty to make note of amendment to application in register.	PSO  Specific Planning Officers	
s.50A(1)	Power to make amendment to application.	PSO  Specific Planning Officers	
s.50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.50A(4)	Duty to note amendment to application in register.	PSO  Specific Planning Officers	
s.51	Duty to make copy of application available for inspection.	Specific Planning Officers	
s.52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person.	Specific Planning Officers	
s.52(1)(b)	Duty to give notice of the application to other municipal councils where appropriate.	Specific Planning Officers	
s.52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme.	Specific Planning Officers	
s.52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant.	Specific Planning Officers	
s.52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant.	Specific Planning Officers	
s.52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally affected.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant.	Specific Planning Officers	
s.52(3)	Power to give any further notice of an application where appropriate.	Specific Planning Officers	
s.53(1)	Power to require the applicant to give notice under section 52(1) to persons specified by it.	Specific Planning Officers	
s.53(1A)	Power to require the applicant to give the notice under section 52(1AA).	Specific Planning Officers	
s.54(1)	Power to require the applicant to provide more information.	Specific Planning Officers	
s.54(1A)	Duty to give notice in writing of information required under s.54(1).	Specific Planning Officers	
s.54(1B)	Duty to specify the lapse date for an application.	Specific Planning Officers	
s.54A(3)	Power to decide to extend time or refuse to extend time to give required information.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s.54A(3).	Specific Planning Officers	
s.55(1)	Duty to give copy application, together with the prescribed information to every referral authority specified in the planning scheme.	Specific Planning Officers	
s.57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector.	DPP MTP MCF	
s.57(3)	Function of receiving name and address of persons to who notice of decision is to go.	Specific Planning Officers	
s.57(5)	Duty to make available for inspection copy of all objections.	Specific Planning Officers	
s.57A(4)	Duty to amend application in accordance with applicant's request, subject to s.57A(5).	Specific Planning Officers	
s.57A(5)	Power to refuse to amend application.	Specific Planning Officers	
s.57A(6)	Duty to note amendments to application in register.	PSO Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.57B(1)	Duty to determine whether and to whom notice should be given.	Specific Planning Officers	
s.57B(2)	Duty to consider certain matters in determining whether notice should be given.	Specific Planning Officers	
s.57C(1)	Duty to give copy of amended application to referral authority.	PSO Specific Planning Officers	
s.58	Duty to consider every application for a permit.	Specific Planning Officers	
s.58A	Power to request advice from the Planning Application Committee.	DPP MTP MCF	
s.60	Duty to consider certain matters.	Specific Planning Officers	
s.60(1A)	Power to consider certain matters before deciding an application.	Specific Planning Officers	
s.60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application.	Specific Planning Officers	<p>The exercise of this power is limited to the following circumstances:</p> <ul style="list-style-type: none"> <li>i) there have been no objections lodged; and</li> <li>ii) the application/amending plan is generally in compliance with existing policy or guidelines; and</li> <li>iii) the application has not been referred to the Council or the Delegated Planning Forum for determination.</li> </ul> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines; or</li> <li>iii) an application is for extension of time for tennis court illumination beyond 10.00pm; or</li> <li>iv) a proposal involves dwellings exceeding one level, except where the delegate is DPP or MTP who may grant a permit allowing a double storey development.</li> </ul> <p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>The power to refuse a permit can only be exercised where the delegate considers that:</p> <ul style="list-style-type: none"> <li>i) the application is contrary to law; or</li> <li>ii) the application is inconsistent with policy; or</li> <li>iii) a referral or authority has directed refusal; or</li> <li>iv) the applicant has failed to carry out a direction pursuant to the Planning Scheme or Planning and Environment Act.</li> </ul>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application.	DPP MTP CTP	<p>Delegation to be exercised at a Delegated Planning Forum.</p> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines.</li> </ul> <p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>The power to refuse a permit can only be exercised where the delegate considers that:</p> <ul style="list-style-type: none"> <li>i) the application is contrary to law; or</li> <li>ii) the application is inconsistent with policy; or</li> <li>iii) a referral or authority has directed refusal; or</li> <li>iv) the applicant has failed to carry out a direction pursuant to the Planning Scheme or Planning and Environment Act.</li> </ul>

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit.	Specific Planning Officers	
s.61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to grant of permit.	Specific Planning Officers	
s.61(3)(b)	Duty to refuse to grant the permit without the Minister's consent.	Specific Planning Officers	
s.61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant.	Specific Planning Officers	
s.62(1)	Duty to include certain conditions in deciding to grant a permit.	Specific Planning Officers	
s.62(2)	Power to include other conditions.	Specific Planning Officers	
s.62(4)	Duty to ensure conditions are consistent with subsections (a), (b) and (c).	Specific Planning Officers	
s.62(5)(a)	Power to include a permit condition to implement an approved development contributions plan.	Specific Planning Officers	
s.62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant.	Specific Planning Officers	
s.62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with s.62(5) or s.46N.	Specific Planning Officers	
s.62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s.62(1)(a).	Specific Planning Officers	
s.63	Duty to issue the permit where made a decision in favour of the application (if no one has objected).	Specific Planning Officers	
s.64(1)	Duty to give notice of decision to grant a permit to applicant and objectors.	Specific Planning Officers	
s.64(3)	Duty not to issue a permit until after the specified period.	Specific Planning Officers	
s.64(5)	Duty to give copy of decision on an application that is exempt under planning scheme from the requirements of s.64(1), s.64(2) and s.64(3) to objectors.	Specific Planning Officers	
s.64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit.	Specific Planning Officers	This provision applies also to a decision to grant an amendment to a permit – see section 75A.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s.57.	Specific Planning Officers	
s.66(1)	Duty to give notice under s.64 or s.65 and copy permit to relevant determining referral authorities.	Specific Planning Officers	
s.66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit.	Specific Planning Officers	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority.
s.66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit.	Specific Planning Officers	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit.
s.66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s.64 or s.65.	Specific Planning Officers	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included in the permit.
s.69(1)	Function of receiving application for extension of time of permit.	Specific Planning Officers	
s.69(1A)	Function of receiving application for extension of time to complete development.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.69(2)	Power to extend time.	Specific Planning Officers	
s.70	Duty to make copy permit available for inspection.	PSO  Specific Planning Officers	
s.71(1)	Power to correct certain mistakes.	Specific Planning Officers	
s.71(2)	Duty to note corrections in register.	PSO  Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.73	Power to decide to grant amendment subject to conditions.	Specific Planning Officers	<p>The exercise of this power is limited to the following circumstances:</p> <ul style="list-style-type: none"> <li>i) there have been no objections lodged; and</li> <li>ii) the application/amending plan is generally in compliance with existing policy or guidelines; and</li> <li>iii) the application has not been referred to the Council or the Delegated Planning Forum (DPF) for determination.</li> </ul> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines; or</li> <li>iii) an application is for extension of time for tennis court illumination beyond 10.00pm; or</li> <li>iv) a proposal involves dwellings exceeding one level, except where the delegate is DPP or MTP or CTP who may grant a permit allowing a double storey development.</li> </ul>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.73	Power to decide to grant amendment subject to conditions.	DPP MTP CTP	Delegation to be exercised at a Delegated Planning Forum.  The power cannot be exercised where: i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or ii) an application is for use of land for gaming machines.
s.74	Duty to issue amended permit to applicant if no objectors.	Specific Planning Officers	
s.76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit.	Specific Planning Officers	
s.76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice.	PSO  Specific Planning Officers	
s.76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit.	Specific Planning Officers	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit.	Specific Planning Officers	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit.
s.76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s.64 or s.76.	Specific Planning Officers	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit.
s.76D	Duty to comply with direction of Minister to issue amended permit.	Specific Planning Officers	
s.83	Function of being respondent to an appeal.	Specific Planning Officers	
s.83B	Duty to give or publish notice of application for review.	Specific Planning Officers	
s.84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit.	CStratP DPP MTP MCF	The power may only be exercised by the delegate where: i) no objections have been lodged; and ii) the application is generally in compliance with existing policy or guidelines.
s.84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit.	Specific Planning Officers	
s.84(6)	Duty to issue permit on receipt of advice within 3 working days.	Specific Planning Officers	
s.86	Duty to issue a permit at order of VCAT within 3 working days.	Specific Planning Officers	
s.87(3)	Power to apply to VCAT for the cancellation or amendment of a permit.	CStratP DPP MCSC MTP MCF PBCM SupP	
s.90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit.	Specific Planning Officers	
s.91(2)	Duty to comply with the directions of the VCAT.	Specific Planning Officers	
s.91(2A)	Duty to issue amended permit to owner if VCAT so directs.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s.90.	Specific Planning Officers	
s.93(2)	Duty to give notice of VCAT order to stop development.	Specific Planning Officers	
s.95(3)	Function of referring certain applications to the Minister.	Specific Planning Officers	
s.95(4)	Duty to comply with an order or direction.	Specific Planning Officers	
s.96(1)	Duty to obtain a permit from the Minister to use and develop its land.	Specific Planning Officers	
s.96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land.	DPP	
s.96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment.	Specific Planning Officers	
s.96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s.96C.	Specific Planning Officers	
s.96F	Duty to consider panel's report under s.96E.	Not delegated	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s.23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> ).	Specific Planning Officers	
s.96H(3)	Power to give notice in compliance with Minister's direction.	Specific Planning Officers	
s.96J	Power to issue permit as directed by the Minister.	Specific Planning Officers	
s.96K	Duty to comply with direction of the Minister to give notice of refusal.	Specific Planning Officers	
s. 96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the certificate.	Specific Planning Officers	
s.97C	Power to request Minister to decide the application.	Not delegated	
s.97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application.	Specific Planning Officers	
s.97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister.	Specific Planning Officers	
s.97G(6)	Duty to make a copy of permits issued under s.97F available for inspection.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.97L	Duty to include Ministerial decisions in a register kept under s.49.	Specific Planning Officers	
s.97MH	Duty to provide information or assistance to the Planning Application Committee.	DPP MTP MCF	
s.97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee.	DPP MTP MCF	
s.97O	Duty to consider application and issue or refuse to issue certificate of compliance.	Specific Planning Officers	
s.97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate.	Specific Planning Officers	
s.97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate.	Specific Planning Officers	
s.97Q(4)	Duty to comply with directions of VCAT.	Specific Planning Officers	
s.97R	Duty to keep register of all applications for certificate of compliance and related decisions.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.98(1)&(2)	Function of receiving claim for compensation in certain circumstances.	Specific Planning Officers	
s.98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed.	Specific Planning Officers	
s.101	Function of receiving claim for expenses in conjunction with claim.	Specific Planning Officers	
s.103	Power to reject a claim for compensation in certain circumstances.	DPP	
s.107(1)	Function of receiving claim for compensation.	Specific Planning Officers	
s.107(3)	Power to agree to extend time for making a claim.	DPP	
s.114(1)	Power to apply to VCAT for an enforcement order.	CPBC DPP MCSC MTP MCF PBCM SupP	
s.117(1)(a)	Function of making a submission to VCAT where objections are received.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.120(1)	Power to apply for an interim enforcement order where s.114 application has been made.	CPBC DPP MCSC MTP MCF PBCM SupP	
s.123(1)	Power to carry out work required by enforcement order and recover costs.	DPP	
s.123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s.123(1).	DPP	Except Crown land
s.129	Function of recovering penalties.	CPBC DPP MCSC MTP MCF PBCM	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.130(5)	Power to allow person served with an infringement notice further time.	CPBC DPP MTP MCF MCSC PBCM	
s.133	Power to appoint authorised officer to enter land to carry out specific functions.	DPP	
s.149A(1)	Power to refer a matter to VCAT for determination.	CPBC CTP DPP MCSC MTP MCF PBCM SupP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement.	CStratP DPP MTP MCF PTP SupP	
s.156	Duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement incurred by the panel in carrying out its function unless the Minister directs otherwise under subsection (2B), power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4).	DPP MTP MCF	
s.171(2)(f)	Power to carry out studies and commission reports.	DPP	
s.171(2)(g)	Power to grant and reserve easements.	DPP	
s.173	Power to enter into agreement covering matters set out in s.174	DIEL DPP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the <i>Planning and Environment Act</i> 1987 requires something to be to the satisfaction of Council or Responsible Authority.	CPBC DIEL DPP ESC MCSC MIA MTP MCF PBCM	
---	Power to give consent on behalf of Council, where an agreement made under section 173 of the <i>Planning and Environment Act</i> 1987 requires that something may not be done without the consent of Council or the Responsible Authority.	CPBC DIEL DPP ESC MCSC MIA MTP MCF PBCM	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.177(2)	Power to end a s.173 with the agreement of all those bound by an covenant in the agreement or otherwise in accordance with Division 2 of Part 9.	DIEL MCSC MTP MCF PBCM	
s.178	Power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9.	DIEL DPP	
s.178A(1)	Function of receiving application to amend or end an agreement.	Specific Planning Officers	
s.178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1).	CTP DPP MTP MCF PTP SupP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal.	CTP DPP MTP MCF PTP SupP	
s.178A(5)	Power to propose to amend or end an agreement.	DPP	
s.178B(1)	Duty to consider certain matters when considering proposal to amend an agreement.	Specific Planning Officers	
s.178B(2)	Duty to consider certain matters when considering proposal to end an agreement.	Specific Planning Officers	
s.178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end.	Specific Planning Officers	
s.178C(4)	Function of determining how to give notice under s.178C(2).	Specific Planning Officers	
s.178E(1)	Duty not to make decision until after 14 days after notice has been given.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.
s.178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different to the proposal.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.
s.178E(2)(c)	Power to refuse to amend or end the agreement.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(3)(a)	Power to amend or end the agreement in accordance with the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178E(3)(d)	Power to refuse to amend or end the agreement.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178F(1)	Duty to give notice of its decision under s.178E(3)(a) or (b).	Specific Planning Officers	
s.178F(2)	Duty to give notice of its decision under s.178E(2)(c) or 3(d.)	Specific Planning Officers	
s.178F(4)	Duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to VCAT has been determined or withdrawn.	Specific Planning Officers	
s.178G	Duty to sign amended agreement and give copy to each party to the agreement.	DPP	
s.178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement.	DPP	
s.178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land.	DPP MTP MCF	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.179(2)	Duty to make available for inspection copy agreement.	DIEL MIA Specific Planning Officers	
s.181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General.	DIEL DPP MTP MCF	
s.181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement.	DPP MTP MCF	
s.181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement.	DPP MTP MCF	
s.182	Power to enforce an agreement.	CPBC DIEL DPP MCSC MTP MCF PBCM	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.183	Duty to tell Registrar of Titles of ending/amendment of agreement.	DIEL  Specific Planning Officers	
s.184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision.	DPP  MTP  MCF	
s.184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application has been made to VCAT for review of a failure to amend or end an agreement.	DPP  MTP  MCF	
s.184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement.	DPP  MTP  MCF	
s.184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision.	DPP  MTP  MCF	
s.184G(2)	Duty to comply with a direction of VCAT.	Specific Planning Officers	
s.184G(3)	Duty to give notice as directed by VCAT.	Specific planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.198(1)	Function to receive application for planning certificate.	Specific Planning Officers	
s.199(1)	Duty to give planning certificate to applicant.	Specific Planning Officers	
s.201(1)	Function of receiving application for declaration of underlying zoning.	Specific Planning Officers	
s.201(3)	Duty to make declaration.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	Power to make a decision relating to the conduct of a mediation before VCAT, including a decision to settle the mediation.	Specific Planning Officers	<ol style="list-style-type: none"> <li>1. Where Council is a party to a mediation before VCAT.</li> <li>2. If the matter has previously been subject to a determination by Council or Delegated Planning Committee or delegate at a Delegated Planning Forum, can only be exercised if, in the opinion of DPP, MTP, MCF or SupP the matter being mediated is of a minor nature and the intent of the decision of the Council or Delegated Planning Committee or delegate at the Delegated Planning Forum is not compromised; or</li> <li>3. If the matter has previously been subject to a determination by a planning officer under delegation from Council, can only be exercised under direction of DPP, MTP, MCF or SupP if the decision to settle the mediation involves a power, duty or function under the <i>Planning and Environment Act 1987</i> that has not been delegated to the delegate.</li> </ol>

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
-	Determine that a matter be considered at a mediation before VCAT.	CStratP DPP MTP MCF SupP	
-	Power to decide, in relation to any planning scheme or permit that a specified thing has or has not been done to the satisfaction of Council.	Specific Planning Officers	
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of consent.	Specific Planning Officers	
-	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit.	Specific Planning Officers	
-	Power to give written authorisation in accordance with a provision of a planning scheme.	Specific Planning Officers	
s.201UAB(1)	Function of providing the Victorian Planning Authority with information relating to any land within municipal district.	DPP MTP MCF SupP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.201UAB(2)	Function to provide the Victorian Planning Authority with information requested under subsection (1) as soon as possible.	DPP MTP MCF SupP	
s.224(8)	duty to provide information requested by Victorian Planning Authority under s.201UAB(1) not yet provided to Planning Authority	DPP MTP MCF SupP	

<b>PLANNING AND ENVIRONMENT REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r. 6	Function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s.54 of the Act.	Specific Planning Officers	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	Specific Planning Officers	Where Council is the responsible authority.
r.25(b))	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	Specific Planning Officers	Where Council is not the responsible authority but the relevant land is within Council's municipal district.
r.42	Function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.19	Power to waive or rebate a fee relating to an amendment of a planning scheme.	CTP DPP MTP MCF	
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme.	CTP DPP MTP MCF	
r.21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or r.20.	CTP DPP MTP MCF	

GLEN EIRA PLANNING SCHEME			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
13 – 19.03, 21-22.04-4, 31 - 37, 41, 42.02, 42.03, 43.01, 45.01, 45.03, 45.06, 51, 52.04, 52.05, 52.06-2 – 52.06-5, 52.07-52.27, 52.29-52.30, 54-55, 61-64, 67	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions.	Specific Planning Officers	Delegate must comply with any conditions or limitations imposed by Council where the action involves exercising a power, duty or function delegated under the <i>Planning and Environment Act</i> 1987 or regulations under that Act.
43.04-3	<ul style="list-style-type: none"> <li>Power to allow a Development Plan to be prepared and implemented in stages.</li> <li>Power to amend a Development Plan.</li> </ul>	DPP MTP CTP	Power can only be exercised by delegate at Delegated Planning Forum or by Council.
52.01 – 52.02, 56, 65, 66	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions.	Specific Planning Officers	Delegate must comply with any conditions or limitations imposed by Council where the action involves exercising a power, duty or function delegated under the <i>Planning and Environment Act</i> 1987 or regulations under that Act.
52.06-1	<ul style="list-style-type: none"> <li>Power to reduce or waive car parking.</li> <li>Power to decide on an adequate number of car spaces to be provided for uses which are not specified in the table at Clause 52.06-5.</li> </ul>	Specific Planning Officers	<p>The power to reduce or waive car parking specified in the table in Clause 52.06-5 is limited to a reduction of up to ten car spaces.</p> <p>An application involving a reduction of more than ten car spaces may only be determined by DPP or MTP</p>
52.28	Power to grant permit for gaming machines.	Not delegated	

<b>GLEN EIRA PLANNING SCHEME</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
19.04, 43.04-1, 52.03	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions in relation to brothel and Sexually Explicit Adult Entertainment Venue applications, development plan approvals, specific sites and exclusions.	Not delegated	

## **Attachment 2**

**Glen Eira City Council**

**Instrument of Delegation**

**to**

**Members of Council Staff – *Planning and Environment Act 1987***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the powers conferred by section 188 of the *Planning and Environment Act* 1987 and section 98(1) of the *Local Government Act* 1989, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follows:

'CTP' means Coordinator Town Planning;  
 'CStratP' means Coordinator Strategic Planning;  
'CPBC' means Coordinator Planning and Building Compliance;  
 'DIEL' means Director Infrastructure, Environment and Leisure;  
 'DPP' ' means Director Planning and Place;  
 'ESC' means Engineering Services Coordinator;  
 'MIA' means Manager Infrastructure Assets;  
 'MCSC' means Manager Community Safety and Compliance;  
 'MCF' means Manager City Futures;  
 'MTP' means Manager Town Planning  
 'PBCM' means Planning and Building Compliance Manager;  
 'PSO' means Planning Support Officer;  
 'PTO' means Planning Technical Officer;  
 'PTP' means Principal Town Planner;  
 'SP' means Subdivision Planner;  
 'Specific Planning Officers' means DPP, CTP, CStratP, PBCM, MCSC, MTP, MCF, PTO, PTP, SP, STP, SupP and TP;  
 'STP' means Senior Town Planner;  
 'StratP' means Strategic Planner;  
 'SupP' means Supervising Planner; and  
 'TP' means Town Planner.

3. declares that:

- 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 2-May17 October 2017; and

- 3.2 the delegation:

- 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
- 3.2.2 remains in force until varied or revoked;
- 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
- 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy adopted by Council; or:
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful decision, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The seal of Glen Eira City )  
Council was affixed hereto in )  
the presence of: )

.....Councillor

.....Chief Executive Officer

1  
**SCHEDULE**

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.4B	Power to prepare an amendment to the Victoria Planning Provisions.	Specific Planning Officers	If authorised by the Minister.
s.4G	Function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister.	Specific Planning Officers	
s.4H	Duty to make amendment to Victoria Planning Provisions available.	Specific Planning Officers	
s.4I	Duty to keep Victoria Planning Provisions and other documents available.	Specific Planning Officers	
s.8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s.8A.	Specific Planning Officers	
s.8A(3)	Power to apply to the Minister to prepare an amendment to the planning scheme.	Not delegated	
s.8A(5)	Function of receiving notice of the Minister's decision.	Specific Planning Officers	
s.8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days.	DPPMTP MCF	
s.8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district.	Not delegated	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons.	Specific Planning Officers	
s.12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s.19 of the <i>Planning and Environment (Planning Schemes) Act</i> 1996).	Specific Planning Officers	
s.12B(1)	Duty to review planning scheme.	DPP MTP MCF	
s.12B(2)	Duty to review planning scheme at direction of Minister.	DPP MTP MCF	
s.12B(5)	Duty to report findings of review of planning scheme to Minister without delay.	DPP MTP MCF	
s.14	Carry out duties of the Responsible Authority as set out in subsections (a) to (d).	Specific Planning Officers	
s.17(1)	Duty of giving copy amendment to the planning scheme.	Specific Planning Officers	
s.17(2)	Duty of giving copy s.173 agreement.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days.	Specific Planning Officers	
s.18	Duty to make amendment etc available.	Specific Planning Officers	
s.19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to take any other steps necessary to tell anyone who may be affected by the amendment about its preparation.	DPP MTP MCF	
s.19	Function of receiving notice of preparation of an amendment to a planning scheme.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s.20(1)	Power to apply to Minister for exemption from the requirements of s.19.	Specific Planning Officers	
s.21(2)	Duty to make submissions available.	Specific Planning Officers	
s.21A(4)	Duty to publish notice in accordance with section.	Specific Planning Officers	
s.22	Duty to consider all submissions.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.23(1)	After considering submissions, change amendment, refer to a panel or abandon amendment.	Not delegated	
s.23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel.	Specific Planning Officers	
s.23(2)	Power to refer to a panel submissions which do not require a change to the amendments.	Not delegated	
s.24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s.96D).	Specific Planning Officers	
s.26(1)	Power to make report available for inspection.	Specific Planning Officers	
s.26(2)	Duty to keep report of panel available for inspection.	Specific Planning Officers	
s.27(1)	Duty to consider panel's report.	Not delegated	
s.27(2)	Power to apply for exemption if panel's report not received.	Not delegated	
s.28	Duty to advise the Minister if abandoning an amendment.	Specific Planning Officers	The power to make a decision to abandon an amendment cannot be delegated.
s.29	Power to adopt amendment	Not delegated	
s.30(4)(a)	Duty to say if amendment has lapsed.	Specific Planning Officers	
s.30(4)(b)	Duty to provide information in writing upon request.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.32(2)	Duty to give more notice if required.	Specific Planning Officers	
s.33(1)	Duty to give more notice of changes to an amendment.	Specific Planning Officers	
s.36(2)	Duty to give notice of approval of amendment.	Specific Planning Officers	
s.38(5)	Duty to give notice of revocation of an amendment.	Specific Planning Officers	
s.39	Function of being a party to a proceeding commenced under s.39 and duty to comply with determination by VCAT.	Specific Planning Officers	
s.40(1)	Function of lodging copy of approved amendment.	Specific Planning Officers	
s.41	Duty to make approved amendment available.	Specific Planning Officers	
s.42	Duty to make copy of planning scheme available.	Specific Planning Officers	
s.46AS(ac)	Power to request the <a href="#">Victorian Planning Authority</a> <del>Growth Areas Authority</del> to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria.	Not delegated	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46GF	duty to comply with directions issued by the Minister	DPP MTP MCF	
s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	DPP MTP MCF	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	DIEL DPP MIA MTP MCF	where council is a collecting agency

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under Part 2 of the Planning and Environment Act 1987	DIEL DPP MIA MTP MCF	must be done in accordance with Local Government Act 1989
s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	DIEL DPP MIA MTP MCF	
s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	DIEL DPP MIA MTP MCF	
s46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the Planning and Environment Act 1987 if satisfied that the development is not to proceed	DIEL DPP MIA MTP MCF	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46GI(5)	duty to take action described in s.46GI(5)(c) – (e) where s.46GI(5)(a) and (b) applies.	DIEL DPP MIA MTP MCF	
s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	DIEL DPP MIA MTP MCF	where council is a collecting agency
s.46GM	duty to prepare report and give a report to the Minister	DIEL DPP MIA MTP MCF	where council is a collecting agency or development agency
s.46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy.	Specific Planning Officers	
s.46N(2)(c)	Function of determining time and manner for receipt of development contributions levy.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy.	Specific Planning Officers	Power to reduce or waive infrastructure levy is limited to DIEL, DPP, MTP, MCF
s.46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid or agreement is in place, prior to issuing building permit.	Specific Planning Officers	
s.46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy.	Specific Planning Officers	
s.46P(1)	Power to require payment of amount of levy under s.46N or s.46O to be satisfactorily secured.	Specific Planning Officers	
s.46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable.	DIEL DPP MIA MTP MCF	
s.46Q(1)	Duty to keep proper accounts of levies paid.	Specific Planning Officers	
s.46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services or facilities on behalf of development agency or plan preparation costs incurred by a development agency.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc.	Specific Planning Officers	
s.46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed.	DIEL DPP MTP MCF	Only applies when levy is paid to Council as a development agency.
s.46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the council or for the provision by the council of works, services or facilities in an area under s.46Q(4)(a).	DPP MTP MCF	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister.
s.46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan.	Specific Planning Officers	Must be done in accordance with Part 3.
s.46Q(4)(e)	Duty to expend that amount on other works etc.	DPP	With the consent of, and in the manner approved by, the Minister.
s.46QC	Power to recover any amount of levy payable under Part 3B.	Specific Planning Officers	
s.46QD	duty to prepare report and give a report to the Minister.	DIEL DPP MIA MTP MCF	Where council is a collecting agency or development agency.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.49(1)	Duty to keep a register of all applications for permits and determinations relating to permits.	PSO  Specific Planning Officers	
s.49(2)	Duty to make register available for inspection.	PSO  Specific Planning Officers	
s.50(4)	Duty to amend application.	Specific Planning Officers	
s.50(5)	Power to refuse to amend application.	Specific Planning Officers	
s.50(6)	Duty to make note of amendment to application in register.	PSO  Specific Planning Officers	
s.50A(1)	Power to make amendment to application.	PSO  Specific Planning Officers	
s.50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.50A(4)	Duty to note amendment to application in register.	PSO  Specific Planning Officers	
s.51	Duty to make copy of application available for inspection.	Specific Planning Officers	
s.52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person.	Specific Planning Officers	
s.52(1)(b)	Duty to give notice of the application to other municipal councils where appropriate.	Specific Planning Officers	
s.52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme.	Specific Planning Officers	
s.52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant.	Specific Planning Officers	
s.52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant.	Specific Planning Officers	
s.52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally affected.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant.	Specific Planning Officers	
s.52(3)	Power to give any further notice of an application where appropriate.	Specific Planning Officers	
s.53(1)	Power to require the applicant to give notice under section 52(1) to persons specified by it.	Specific Planning Officers	
s.53(1A)	Power to require the applicant to give the notice under section 52(1AA).	Specific Planning Officers	
s.54(1)	Power to require the applicant to provide more information.	Specific Planning Officers	
s.54(1A)	Duty to give notice in writing of information required under s.54(1).	Specific Planning Officers	
s.54(1B)	Duty to specify the lapse date for an application.	Specific Planning Officers	
s.54A(3)	Power to decide to extend time or refuse to extend time to give required information.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s.54A(3).	Specific Planning Officers	
s.55(1)	Duty to give copy application, together with the prescribed information to every referral authority specified in the planning scheme.	Specific Planning Officers	
s.57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector.	DPP MTP MCF	
s.57(3)	Function of receiving name and address of persons to who notice of decision is to go.	Specific Planning Officers	
s.57(5)	Duty to make available for inspection copy of all objections.	Specific Planning Officers	
s.57A(4)	Duty to amend application in accordance with applicant's request, subject to s.57A(5).	Specific Planning Officers	
s.57A(5)	Power to refuse to amend application.	Specific Planning Officers	
s.57A(6)	Duty to note amendments to application in register.	PSO  Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.57B(1)	Duty to determine whether and to whom notice should be given.	Specific Planning Officers	
s.57B(2)	Duty to consider certain matters in determining whether notice should be given.	Specific Planning Officers	
s.57C(1)	Duty to give copy of amended application to referral authority.	PSO Specific Planning Officers	
s.58	Duty to consider every application for a permit.	Specific Planning Officers	
s.58A	Power to request advice from the Planning Application Committee.	DPP MTP MCF	
s.60	Duty to consider certain matters.	Specific Planning Officers	
s.60(1A)	Power to consider certain matters before deciding an application.	Specific Planning Officers	
s.60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application.	Specific Planning Officers	<p>The exercise of this power is limited to the following circumstances:</p> <ul style="list-style-type: none"> <li>i) there have been no objections lodged; and</li> <li>ii) the application/amending plan is generally in compliance with existing policy or guidelines; and</li> <li>iii) the application has not been referred to the Council or the Delegated Planning Forum for determination.</li> </ul> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines; or</li> <li>iii) an application is for extension of time for tennis court illumination beyond 10.00pm; or</li> <li>iv) a proposal involves dwellings exceeding one level, except where the delegate is DPP or MTP who may grant a permit allowing a double storey development.</li> </ul> <p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>The power to refuse a permit can only be exercised where the delegate considers that:</p> <ul style="list-style-type: none"> <li>i) the application is contrary to law; or</li> <li>ii) the application is inconsistent with policy; or</li> <li>iii) a referral or authority has directed refusal; or</li> <li>iv) the applicant has failed to carry out a direction pursuant to the Planning Scheme or Planning and Environment Act.</li> </ul>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application.	DPP MTP CTP	<p>Delegation to be exercised at a Delegated Planning Forum.</p> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines.</li> </ul> <p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>The power to refuse a permit can only be exercised where the delegate considers that:</p> <ul style="list-style-type: none"> <li>i) the application is contrary to law; or</li> <li>ii) the application is inconsistent with policy; or</li> <li>iii) a referral or authority has directed refusal; or</li> <li>iv) the applicant has failed to carry out a direction pursuant to the Planning Scheme or Planning and Environment Act.</li> </ul>

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit.	Specific Planning Officers	
s.61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to grant of permit.	Specific Planning Officers	
s.61(3)(b)	Duty to refuse to grant the permit without the Minister's consent.	Specific Planning Officers	
s.61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant.	Specific Planning Officers	
s.62(1)	Duty to include certain conditions in deciding to grant a permit.	Specific Planning Officers	
s.62(2)	Power to include other conditions.	Specific Planning Officers	
s.62(4)	Duty to ensure conditions are consistent with subsections (a), (b) and (c).	Specific Planning Officers	
s.62(5)(a)	Power to include a permit condition to implement an approved development contributions plan.	Specific Planning Officers	
s.62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant.	Specific Planning Officers	
s.62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with s.62(5) or s.46N.	Specific Planning Officers	
s.62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s.62(1)(a).	Specific Planning Officers	
s.63	Duty to issue the permit where made a decision in favour of the application (if no one has objected).	Specific Planning Officers	
s.64(1)	Duty to give notice of decision to grant a permit to applicant and objectors.	Specific Planning Officers	
s.64(3)	Duty not to issue a permit until after the specified period.	Specific Planning Officers	
s.64(5)	Duty to give copy of decision on an application that is exempt under planning scheme from the requirements of s.64(1), s.64(2) and s.64(3) to objectors.	Specific Planning Officers	
s.64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit.	Specific Planning Officers	This provision applies also to a decision to grant an amendment to a permit – see section 75A.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s.57.	Specific Planning Officers	
s.66(1)	Duty to give notice under s.64 or s.65 and copy permit to relevant determining referral authorities.	Specific Planning Officers	
s.66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit.	Specific Planning Officers	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority.
s.66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit.	Specific Planning Officers	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit.
s.66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s.64 or s.65.	Specific Planning Officers	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included in the permit.
s.69(1)	Function of receiving application for extension of time of permit.	Specific Planning Officers	
s.69(1A)	Function of receiving application for extension of time to complete development.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.69(2)	Power to extend time.	Specific Planning Officers	
s.70	Duty to make copy permit available for inspection.	PSO  Specific Planning Officers	
s.71(1)	Power to correct certain mistakes.	Specific Planning Officers	
s.71(2)	Duty to note corrections in register.	PSO  Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.73	Power to decide to grant amendment subject to conditions.	Specific Planning Officers	<p>The exercise of this power is limited to the following circumstances:</p> <ul style="list-style-type: none"> <li>i) there have been no objections lodged; and</li> <li>ii) the application/amending plan is generally in compliance with existing policy or guidelines; and</li> <li>iii) the application has not been referred to the Council or the Delegated Planning Forum (DPF) for determination.</li> </ul> <p>The power cannot be exercised where:</p> <ul style="list-style-type: none"> <li>i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or</li> <li>ii) an application is for use of land for gaming machines; or</li> <li>iii) an application is for extension of time for tennis court illumination beyond 10.00pm; or</li> <li>iv) a proposal involves dwellings exceeding one level, except where the delegate is DPP or MTP or CTP who may grant a permit allowing a double storey development.</li> </ul>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.73	Power to decide to grant amendment subject to conditions.	DPP MTP CTP	Delegation to be exercised at a Delegated Planning Forum.  The power cannot be exercised where: i) an application is for use of land for a brothel or a Sexually Explicit Adult Entertainment Venue; or ii) an application is for use of land for gaming machines.
s.74	Duty to issue amended permit to applicant if no objectors.	Specific Planning Officers	
s.76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit.	Specific Planning Officers	
s.76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice.	PSO  Specific Planning Officers	
s.76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit.	Specific Planning Officers	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit.	Specific Planning Officers	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit.
s.76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s.64 or s.76.	Specific Planning Officers	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit.
s.76D	Duty to comply with direction of Minister to issue amended permit.	Specific Planning Officers	
s.83	Function of being respondent to an appeal.	Specific Planning Officers	
s.83B	Duty to give or publish notice of application for review.	Specific Planning Officers	
s.84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit.	CStratP DPP MTP MCF	The power may only be exercised by the delegate where: i) no objections have been lodged; and ii) the application is generally in compliance with existing policy or guidelines.
s.84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit.	Specific Planning Officers	
s.84(6)	Duty to issue permit on receipt of advice within 3 working days.	Specific Planning Officers	
s.86	Duty to issue a permit at order of VCAT within 3 working days.	Specific Planning Officers	
s.87(3)	Power to apply to VCAT for the cancellation or amendment of a permit.	CStratP DPP MCSC MTP MCF PBCM SupP	
s.90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit.	Specific Planning Officers	
s.91(2)	Duty to comply with the directions of the VCAT.	Specific Planning Officers	
s.91(2A)	Duty to issue amended permit to owner if VCAT so directs.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s.90.	Specific Planning Officers	
s.93(2)	Duty to give notice of VCAT order to stop development.	Specific Planning Officers	
s.95(3)	Function of referring certain applications to the Minister.	Specific Planning Officers	
s.95(4)	Duty to comply with an order or direction.	Specific Planning Officers	
s.96(1)	Duty to obtain a permit from the Minister to use and develop its land.	Specific Planning Officers	
s.96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land.	DPP	
s.96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment.	Specific Planning Officers	
s.96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s.96C.	Specific Planning Officers	
s.96F	Duty to consider panel's report under s.96E.	Not delegated	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s.23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> ).	Specific Planning Officers	
s.96H(3)	Power to give notice in compliance with Minister's direction.	Specific Planning Officers	
s.96J	Power to issue permit as directed by the Minister.	Specific Planning Officers	
s.96K	Duty to comply with direction of the Minister to give notice of refusal.	Specific Planning Officers	
s. 96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the certificate.	Specific Planning Officers	
s.97C	Power to request Minister to decide the application.	Not delegated	
s.97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application.	Specific Planning Officers	
s.97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister.	Specific Planning Officers	
s.97G(6)	Duty to make a copy of permits issued under s.97F available for inspection.	Specific Planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.97L	Duty to include Ministerial decisions in a register kept under s.49.	Specific Planning Officers	
s.97MH	Duty to provide information or assistance to the Planning Application Committee.	DPP MTP MCF	
s.97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee.	DPP MTP MCF	
s.97O	Duty to consider application and issue or refuse to issue certificate of compliance.	Specific Planning Officers	
s.97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate.	Specific Planning Officers	
s.97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate.	Specific Planning Officers	
s.97Q(4)	Duty to comply with directions of VCAT.	Specific Planning Officers	
s.97R	Duty to keep register of all applications for certificate of compliance and related decisions.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.98(1)&(2)	Function of receiving claim for compensation in certain circumstances.	Specific Planning Officers	
s.98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed.	Specific Planning Officers	
s.101	Function of receiving claim for expenses in conjunction with claim.	Specific Planning Officers	
s.103	Power to reject a claim for compensation in certain circumstances.	DPP	
s.107(1)	Function of receiving claim for compensation.	Specific Planning Officers	
s.107(3)	Power to agree to extend time for making a claim.	DPP	
s.114(1)	Power to apply to VCAT for an enforcement order.	<a href="#">CPBC</a> DPP MCSC MTP MCF PBCM SupP	
s.117(1)(a)	Function of making a submission to VCAT where objections are received.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.120(1)	Power to apply for an interim enforcement order where s.114 application has been made.	<u>CPBC</u> DPP MCSC MTP MCF PBCM SupP	
s.123(1)	Power to carry out work required by enforcement order and recover costs.	DPP	
s.123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s.123(1).	DPP	Except Crown land
s.129	Function of recovering penalties.	<u>CPBC</u> DPP MCSC MTP MCF PBCM	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.130(5)	Power to allow person served with an infringement notice further time.	<u>CPBC</u> DPP MTP MCF MCSC PBCM	
s.133	Power to appoint authorised officer to enter land to carry out specific functions.	DPP	
s.149A(1)	Power to refer a matter to VCAT for determination.	<u>CPBC</u> CTP DPP MCSC MTP MCF PBCM SupP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement.	CStratP DPP MTP MCF PTP SupP	
s.156	Duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement incurred by the panel in carrying out its function unless the Minister directs otherwise under subsection (2B), power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4).	DPP MTP MCF	
s.171(2)(f)	Power to carry out studies and commission reports.	DPP	
s.171(2)(g)	Power to grant and reserve easements.	DPP	
s.173	Power to enter into agreement covering matters set out in s.174	DIEL DPP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the <i>Planning and Environment Act</i> 1987 requires something to be to the satisfaction of Council or Responsible Authority.	<u>CPBC</u> DIEL DPP ESC MCSC MIA MTP MCF PBCM	
---	Power to give consent on behalf of Council, where an agreement made under section 173 of the <i>Planning and Environment Act</i> 1987 requires that something may not be done without the consent of Council or the Responsible Authority.	<u>CPBC</u> DIEL DPP ESC MCSC MIA MTP MCF PBCM	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.177(2)	Power to end a s.173 with the agreement of all those bound by an covenant in the agreement or otherwise in accordance with Division 2 of Part 9.	DIEL MCSC MTP MCF PBCM	
s.178	Power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9.	DIEL DPP	
s.178A(1)	Function of receiving application to amend or end an agreement.	Specific Planning Officers	
s.178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1).	CTP DPP MTP MCF PTP SupP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal.	CTP DPP MTP MCF PTP SupP	
s.178A(5)	Power to propose to amend or end an agreement.	DPP	
s.178B(1)	Duty to consider certain matters when considering proposal to amend an agreement.	Specific Planning Officers	
s.178B(2)	Duty to consider certain matters when considering proposal to end an agreement.	Specific Planning Officers	
s.178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end.	Specific Planning Officers	
s.178C(4)	Function of determining how to give notice under s.178C(2).	Specific Planning Officers	
s.178E(1)	Duty not to make decision until after 14 days after notice has been given.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.
s.178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different to the proposal.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.
s.178E(2)(c)	Power to refuse to amend or end the agreement.	CTP DPP MTP MCF PTP SupP	If no objections are made under s.178D. Must consider matters in s.178B.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(3)(a)	Power to amend or end the agreement in accordance with the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.178E(3)(d)	Power to refuse to amend or end the agreement.	CTP DPP MTP MCF PTP SupP	After considering objections, submissions and matters in s.178B.
s.178F(1)	Duty to give notice of its decision under s.178E(3)(a) or (b).	Specific Planning Officers	
s.178F(2)	Duty to give notice of its decision under s.178E(2)(c) or 3(d.)	Specific Planning Officers	
s.178F(4)	Duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to VCAT has been determined or withdrawn.	Specific Planning Officers	
s.178G	Duty to sign amended agreement and give copy to each party to the agreement.	DPP	
s.178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement.	DPP	
s.178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land.	DPP MTP MCF	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.179(2)	Duty to make available for inspection copy agreement.	DIEL MIA Specific Planning Officers	
s.181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General.	DIEL DPP MTP MCF	
s.181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement.	DPP MTP MCF	
s.181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement.	DPP MTP MCF	
s.182	Power to enforce an agreement.	<u>CPBC</u> DIEL DPP MCSC MTP MCF PBCM	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.183	Duty to tell Registrar of Titles of ending/amendment of agreement.	DIEL  Specific Planning Officers	
s.184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision.	DPP  MTP  MCF	
s.184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application has been made to VCAT for review of a failure to amend or end an agreement.	DPP  MTP  MCF	
s.184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement.	DPP  MTP  MCF	
s.184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision.	DPP  MTP  MCF	
s.184G(2)	Duty to comply with a direction of VCAT.	Specific Planning Officers	
s.184G(3)	Duty to give notice as directed by VCAT.	Specific planning Officers	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>	<b>Column 1</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.198(1)	Function to receive application for planning certificate.	Specific Planning Officers	
s.199(1)	Duty to give planning certificate to applicant.	Specific Planning Officers	
s.201(1)	Function of receiving application for declaration of underlying zoning.	Specific Planning Officers	
s.201(3)	Duty to make declaration.	Specific Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	Power to make a decision relating to the conduct of a mediation before VCAT, including a decision to settle the mediation.	Specific Planning Officers	<ol style="list-style-type: none"> <li>1. Where Council is a party to a mediation before VCAT.</li> <li>2. If the matter has previously been subject to a determination by Council or Delegated Planning Committee or delegate at a Delegated Planning Forum, can only be exercised if, in the opinion of DPP, MTP, MCF or SupP the matter being mediated is of a minor nature and the intent of the decision of the Council or Delegated Planning Committee or delegate at the Delegated Planning Forum is not compromised; or</li> <li>3. If the matter has previously been subject to a determination by a planning officer under delegation from Council, can only be exercised under direction of DPP, MTP, MCF or SupP if the decision to settle the mediation involves a power, duty or function under the <i>Planning and Environment Act 1987</i> that has not been delegated to the delegate.</li> </ol>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	Determine that a matter be considered at a mediation before VCAT.	CStratP DPP MTP MCF SupP	
-	Power to decide, in relation to any planning scheme or permit that a specified thing has or has not been done to the satisfaction of Council.	Specific Planning Officers	
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of consent.	Specific Planning Officers	
-	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit.	Specific Planning Officers	
-	Power to give written authorisation in accordance with a provision of a planning scheme.	Specific Planning Officers	
s.201UAB(1)	Function of providing the <a href="#">Victorian Planning Authority Growth Areas Authority</a> with information relating to any land within municipal district.	DPP MTP MCF SupP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 1	Column 1	Column 1
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.201UAB(2)	Function to provide the <u>Victorian Planning Authority</u> <del>Growth Areas Authority</del> with information requested under subsection (1) as soon as possible.	DPP MTP MCF SupP	
<u>s.224(8)</u>	<u>duty to provide information requested by Victorian Planning Authority under s.201UAB(1) not yet provided to Planning Authority</u>	<u>DPP</u> <u>MTP</u> <u>MCF</u> <u>SupP</u>	

<b>PLANNING AND ENVIRONMENT REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r. 6	Function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s.54 of the Act.	Specific Planning Officers	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	Specific Planning Officers	Where Council is the responsible authority.
r.25(b))	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	Specific Planning Officers	Where Council is not the responsible authority but the relevant land is within Council's municipal district.
r.42	Function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application.	Specific Planning Officers	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.19	Power to waive or rebate a fee relating to an amendment of a planning scheme.	CTP DPP MTP MCF	
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme.	CTP DPP MTP MCF	
r.21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or r.20.	CTP DPP MTP MCF	

<b>GLEN EIRA PLANNING SCHEME</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
13 – 19.03, 21-22.04-4, 31 - 37, 41, 42.02, 42.03, 43.01, 45.01, 45.03, 45.06, 51, 52.04, 52.05, 52.06-2 – 52.06-5, 52.07-52.27, 52.29-52.30, 54-55, 61-64, 67	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions.	Specific Planning Officers	Delegate must comply with any conditions or limitations imposed by Council where the action involves exercising a power, duty or function delegated under the <i>Planning and Environment Act</i> 1987 or regulations under that Act.
43.04-3	<ul style="list-style-type: none"> <li>Power to allow a Development Plan to be prepared and implemented in stages.</li> <li>Power to amend a Development Plan.</li> </ul>	DPP MTP CTP	Power can only be exercised by delegate at Delegated Planning Forum or by Council.
52.01 – 52.02, 56, 65, 66	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions.	Specific Planning Officers	Delegate must comply with any conditions or limitations imposed by Council where the action involves exercising a power, duty or function delegated under the <i>Planning and Environment Act</i> 1987 or regulations under that Act.
52.06-1	<ul style="list-style-type: none"> <li>Power to reduce or waive car parking.</li> <li>Power to decide on an adequate number of car spaces to be provided for uses which are not specified in the table at Clause 52.06-5.</li> </ul>	Specific Planning Officers	<p>The power to reduce or waive car parking specified in the table in Clause 52.06-5 is limited to a reduction of up to ten car spaces.</p> <p>An application involving a reduction of more than ten car spaces may only be determined by DPP or MTP</p>
52.28	Power to grant permit for gaming machines.	Not delegated	

<b>GLEN EIRA PLANNING SCHEME</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
19.04, 43.04-1, 52.03	Exercise Council's powers, discretions and authorities, carry out Council's duties and perform Council's functions in relation to brothel and Sexually Explicit Adult Entertainment Venue applications, development plan approvals, specific sites and exclusions.	Not delegated	

**Attachment 3**

**Glen Eira City Council**

**S6 Instrument of Delegation**

**to**

**Members of Council Staff – *Road Management Act 2004***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the powers conferred by section 118(1) of the *Road Management Act* 2004 and section 98(1) of the *Local Government Act* 1989, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follows:
  - ‘CCC’ means Coordinator Civic Compliance;
  - ‘CPBC’ means Coordinator Planning and Building Compliance;
  - ‘DIEL’ means Director Infrastructure, Environment and Leisure;
  - ‘DPP’ means Director Planning and Place;
  - ‘GMPES’ Group Manager Property, Environment and Sustainability;
  - ‘GMPI’ means Group Manager Projects and Infrastructure;
  - ‘GMRL’ means Group Manager Recreation and Leisure;
  - ‘PBCM’ means Planning and Building Compliance Manager;
  - ‘MCSC’ means Manager Community Safety and Compliance;
  - ‘MIA’ means Manager Infrastructure Assets;
  - ‘MW’ means Manager Works; and
  - ‘MP’ means Manager Parks.
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 17 October 2017; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing;
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or

- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - (a) policy; or
  - (b) strategy adopted by Council; or:
- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise, or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The seal of Glen Eira City )  
 Council was affixed hereto in )  
 the presence of: )

..... Councillor

..... Chief Executive Officer

**SCHEDULE**

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s11(1)	Power to declare a road by publishing a notice in the Government Gazette.	Not delegated	Obtain consent in circumstances specified in section 11(2).
s11(8)	Power to name a road or change the name of a road by publishing a notice in Government Gazette.	Not delegated	
s11(9)(b)	Duty to advise Registrar.	DIEL	
s11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DIEL	Clause subject to section 11(10A).
s11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person.	DIEL	Duty of coordinating road authority.
s12(2)	Power to discontinue road or part of a road.	DIEL	Duty of coordinating road authority.
s12(4)	Power to publish, and provide copy, notice of proposed discontinuance.	DIEL	Power of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s12(5)	Duty to consider written submissions received within 28 days of notice.	DIEL	Duty of coordinating road authority Where it is the discontinuing body.  Unless subsection (11) applies.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.12(6)	Function of hearing a person in support of their written submission.	DIEL	Function of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s.12(7)	Duty to fix day, time and place of meeting under subsection (6) and to give notice.	DIEL	Duty of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s.12(10)	Duty to notify of decision made.	DIEL	Duty of coordinating road authority where it is the discontinuing body.  Does not apply where an exemption is specified by the regulations or given by the Minister.
s.13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette.	DIEL	Power of coordinating road authority and obtain consent under s.13(3) and s.13(4) as appropriate.
s.14(4)	Function of receiving notice from VicRoads.	DIEL	
s.14(7)	Power to appeal against decision of VicRoads.	DIEL	
s.15(1)	Power to enter into arrangement with another road authority or utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport.	DIEL	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority.	DIEL	
s.15(2)	Duty to include details of arrangement in public roads register.	DIEL MIA	
s.16(7)	Power to enter into an arrangement under s.15.	DIEL	
s.16(8)	Duty to enter details of determination in public roads register.	DIEL	
s.17(2)	Duty to register public road in public roads register.	DIEL MIA	Duty of coordinating road authority.
s.17(3)	Power to decide that a road is reasonably required for general public use.	DIEL MIA DPP	Power of coordinating road authority.
s.17(3)	Duty to register a road reasonably required for general public use in public roads register.	DIEL MIA	Duty of coordinating road authority.
s.17(4)	Power to decide that a road is no longer reasonably required for general public use.	DIEL DPP	Power of coordinating road authority.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.17(4)	Duty to remove road no longer reasonably required for general public use from public roads register.	DIEL	Duty of coordinating road authority.
s.18(1)	Power to designate ancillary area.	DIEL MIA	Power of coordinating road authority, and obtain consent in circumstances specified in s.18(2).
s.18(3)	Duty to record designation in public roads register.	DIEL MIA	Duty of coordinating road authority.
s.19(1)	Duty to keep register of public roads in respect of which Council is the coordinating road authority.	DIEL MIA	
s.19(4)	Duty to specify details of discontinuance in public roads register.	DIEL	
s.19(5)	Duty to ensure public roads register is available for public inspection.	DIEL MIA	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.21	Function of replying to request for information or advice.	DIEL	Obtain consent in circumstances specified in s.11(2).
s.22(2)	Function of commenting on proposed direction.	DIEL	
s.22(4)	Duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	DIEL MIA	
s.22(5)	Duty to give effect to a direction under this section.	DIEL MIA	
s.40(1)	Duty to inspect, maintain and repair a public road.	DIEL MW	
s.40(5)	Power to inspect, maintain and repair a road which is not a public road.	DIEL GMPES GMRL MIA MW	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DIEL GMPI MIA MW	
s.42(1)	Power to declare a public road as a controlled access road.	Not delegated	Power of coordinating road authority and Schedule 2 also applies
s.42(2)	Power to amend or revoke declaration by notice published in Government Gazette.	DIEL	Power of coordinating road authority and Schedule 2 also applies.
s.42A(3)	Duty to consult with VicRoads before road is specified.	DIEL	Where Council is coordinating road authority.  If road is a municipal road or part thereof.
s.42A(4)	Power to approve Minister's decision to specify a road as a specified freight road.	DIEL	Where Council is coordinating road authority if road is a municipal road or part thereof and where road is to be specified a freight road.
s.48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport).	DIEL	Where Council is the responsible road authority, infrastructure manager or works manager.
s.48M(3)	Function of consulting with the relevant authority for	DIEL	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	purposes of developing guidelines under s.48M.		
s.49	Power to develop and publish a road management plan.	DIEL	
s.51	Power to determine standards by incorporating the standards in a road management plan.	DIEL	
s.53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan.	DIEL	
s.54(2)	Duty to give notice of proposal to make a road management plan.	DIEL	
s.54(5)	Duty to conduct a review of road management plan at prescribed intervals in accordance with the regulations.	DIEL MIA	
s.54(6)	Power to amend road management plan in accordance with the regulations.	DIEL MIA	
s.54(7)	Duty to incorporate the amendments into the road management plan.	DIEL MIA	
s.55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper.	DIEL	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		MIA	
s.63(1)	Power to consent to conduct of works on road.	CCC CPBC DIEL DPP MCSC MIA MP PBCM	Where Council is the coordinating road authority.
s.63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency.	DIEL DPP MIA MP MW	Where Council is the infrastructure manager.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.64(1)	Duty to comply with clause 13 of Schedule 7.	DIEL DPP MIA MW	Where Council is the infrastructure manager or works manager.
s.66(1)	Power to consent to structure etc.	CCC CPBC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.67(2)	Function of receiving the name and address of the person responsible for distributing the sign or bill.	CCC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.
s.67(3)	Power to request information.	CCC CPBC DIEL DPP MCSC MIA MW	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		PBCM	
s.68(2)	Power to request information.	CCC CPBC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.
s.71(3)	Power to appoint an authorised officer.	DIEL DPP	
s.72	Duty to issue an identity card to each authorised. officer	DIEL DPP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.85	Function of receiving report from authorised officer.	DIEL DPP GMPES MIA MW	
s.86	Duty to keep register re s.85 matters.	DIEL DPP GMPES MW	
s.87(1)	Function of receiving complaints.	DIEL DPP GMPES MW	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		MIA	
s.87(2)	Duty to investigate complaint and provide report.	DIEL DPP GMPES MIA MW	
s.96(1)	Power to authorise institution of legal proceedings.	CCC DIEL DPP MCSC PBCM	
s.112(2)	Power to recover damages in court.	DIEL DPP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.116	Power to cause or carry out inspection.	DIEL DPP GMPES MW	
s.119(2)	Function of consulting with VicRoads.	DIEL DPP MIA MW	
s.120(1)	Power to exercise road management functions on arterial road (with the consent of VicRoads).	DIEL GMPI MIA MW	
s.120(2)	Duty to seek consent of VicRoads to exercise road management functions before exercising power in s.120(1).	DIEL DPP	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		MW	
s.121(1)	Power to enter into an agreement in respect of works.	DIEL DPP MW MIA	
s.122(1)	Power to charge and recover fees.	DIEL DPP MCSC MIA MW PBCM	
s.123(1)	Power to charge for any service.	DIEL DPP MW	
Schedule 2 Clause 2(1)	Power to make a decision in respect of controlled access roads.	DIEL	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		DPP	
Schedule 2 Clause 3(1)	Duty to make policy about controlled access roads.	Not delegated	
Schedule 2 Clause 3(2)	Power to amend, revoke or substitute policy about controlled access roads.	Not delegated	
Schedule 2 Clause 4	Function of receiving details of proposal from VicRoads.	DIEL DPP	
Schedule 2 Clause 5	Duty to publish notice of declaration.	DIEL DPP	
Schedule 7 Clause 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7	Duty to comply with request for information from a	DIEL	Where Council is the infrastructure manager or

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Clause 9(1)	coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works.	DPP MW	works manager responsible for non-road infrastructure.
Schedule 7 Clause 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 10(2)	Where Schedule 7 clause 10(1) applies, duty to, Where possible, conduct appropriate consultation with persons likely to be significantly affected.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 12(3)	Power to take measures to ensure reinstatement works are completed.	DIEL	Where Council is the coordinating road authority.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		DPP MIA MW	
Schedule 7 Clause 12(4)	Duty to ensure that works are conducted by an appropriately qualified person.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 12(5)	Power to recover costs.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2).	DIEL DPP	Where Council is the works manager.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		MIA MW	
Schedule 7 Clause 13(2)	Power to vary notice period.	DIEL DPP MW	Where Council is the coordinating road authority.
Schedule 7 Clause 13(3)	Duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1).	DIEL DPP MW	Where Council is the infrastructure manager.
Schedule 7 Clause 16(1)	Power to consent to proposed works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Schedule 7 Clause 16(4)	Duty to consult.	DIEL DPP MIA	Where Council is the coordinating road authority, responsible authority or infrastructure manager.
Schedule 7 Clause 16(5)	Power to consent to proposed works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 16(6)	Power to set reasonable conditions on consent.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 16(8)	Power to include consents and conditions.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 17(2)	Power to refuse to give consent and duty to give reasons for refusal.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 18(1)	Power to enter into an agreement.	DIEL	Where Council is the coordinating road authority.
Schedule 7	Power to give notice requiring rectification of works.	DIEL	Where Council is the coordinating road

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Clause 19(1)		DPP	authority.
Schedule 7 Clause 19(2) and (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure.	DIEL DPP MIA	Where Council is the coordinating road authority.
Schedule 7A Clause 2	Power to cause street lights to be installed on roads.	DIEL DPP MIA	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.
Schedule 7A Clause 3(1)(d)	Power to pay installation and operation costs of street lighting – where road is not an arterial road.	DIEL MIA	Where Council is the responsible road authority.
Schedule 7A Clause 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas.	DIEL MIA	Where Council is the responsible road authority.
Schedule 7A Clause 3(1)(f)	Duty to pay installation and percentage of operation Costs of street lighting – for arterial roads in accordance with clauses 3(2) and 4.	DIEL MIA	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs).



<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.8(1)	Duty to conduct reviews of road management plan.	DIEL MIA	
r.302(1)	Duty to ensure that standards and priorities in road management plan are appropriate.	DIEL	
r.9(2)	Duty to produce a written report on a review and make the report available.	DIEL	
r.9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DIEL	where council is the coordinating road authority
r.10	Duty to give notice of an amendment which relates to standard of construction, inspection, maintenance or repair under s.41 of the Act.	DIEL	
r.13(1)	Duty to publish notice of amendments to road management plan	DIEL	where council is the coordinating road authority
r.13(3)	Duty to record on its road management plan details of an amendment.	DIEL MIA	

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.16(3)	Power to issue permit.	CCC CPBC DIEL MCSC MIA DPP PBCM	Where Council is the coordinating road authority.
r.18(1)	Power to give written consent re damage to road.	DIEL	Where Council is the coordinating road authority.
r.23(2)	Power to make submissions to Tribunal.	DPP PBCM	Where Council is the coordinating road authority.
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	CCC CPBC DIEL DPP MCSC MIA PBCM	Where council is the coordinating road authority.

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.25(1)	Power to remove object, refuse, rubbish or other material left on road	CCC CPBC DIEL DPP GMPES MCSC MIA MW PBCM	Where Council is the coordinating road authority.
r.25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with r.25(3)).	DIEL DPP	Where Council is the coordinating road authority.
r.25(5)	Power to recover in Magistrates' Court expenses incurred from person responsible.	DIEL	

<b>ROADS MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.15	Power to exempt a person from requirement under clause 13(1) of Schedule 7 to the Act to give notice as to the completion of those works.	DIEL	Where Council is the coordinating road authority and consent given under s.63(1) of the Act.
r.22(2)	Power to waive whole or part of fee in certain circumstances.	DIEL	Where Council is the coordinating road authority.

## **Attachment 3**

**Glen Eira City Council**

**S6 Instrument of Delegation**

**to**

**Members of Council Staff – *Road Management Act 2004***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the powers conferred by section 118(1) of the *Road Management Act* 2004 and section 98(1) of the *Local Government Act* 1989, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that references in the Schedule are as follows:
  - ‘CCC’ means Coordinator Civic Compliance;
  - ‘CPBC’ means Coordinator Planning and Building Compliance;
  - ‘DIEL’ means Director Infrastructure, Environment and Leisure;
  - ‘DPP’ means Director Planning and Place;
  - ‘GMPES’ Group Manager Property, Environment and Sustainability;
  - ‘GMPI’ means Group Manager Projects and Infrastructure;
  - ‘GMRL’ means Group Manager Recreation and Leisure;
  - ‘PBCM’ means Planning and Building Compliance Manager;
  - ‘MCSC’ means Manager Community Safety and Compliance;
  - ‘MIA’ means Manager Infrastructure Assets;
  - ‘MW’ means Manager Works; and
  - ‘MP’ means Manager Parks.
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on ~~2-May~~17 October 2017; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing;
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or

- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - (a) policy; or
  - (b) strategy adopted by Council; or:
- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise, or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The seal of Glen Eira City                    )  
 Council was affixed hereto in                )  
 the presence of:                                    )

..... Councillor

..... Chief Executive Officer

**SCHEDULE**

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s11(1)	Power to declare a road by publishing a notice in the Government Gazette.	Not delegated	Obtain consent in circumstances specified in section 11(2).
s11(8)	Power to name a road or change the name of a road by publishing a notice in Government Gazette.	Not delegated	
s11(9)(b)	Duty to advise Registrar.	DIEL	
s11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DIEL	Clause subject to section 11(10A).
s11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person.	DIEL	Duty of coordinating road authority.
s12(2)	Power to discontinue road or part of a road.	DIEL	Duty of coordinating road authority.
s12(4)	Power to publish, and provide copy, notice of proposed discontinuance.	DIEL	Power of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s12(5)	Duty to consider written submissions received within 28 days of notice.	DIEL	Duty of coordinating road authority Where it is the discontinuing body.  Unless subsection (11) applies.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.12(6)	Function of hearing a person in support of their written submission.	DIEL	Function of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s.12(7)	Duty to fix day, time and place of meeting under subsection (6) and to give notice.	DIEL	Duty of coordinating road authority where it is the discontinuing body.  Unless subsection (11) applies.
s.12(10)	Duty to notify of decision made.	DIEL	Duty of coordinating road authority where it is the discontinuing body.  Does not apply where an exemption is specified by the regulations or given by the Minister.
s.13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette.	DIEL	Power of coordinating road authority and obtain consent under s.13(3) and s.13(4) as appropriate.
s.14(4)	Function of receiving notice from VicRoads.	DIEL	
s.14(7)	Power to appeal against decision of VicRoads.	DIEL	
s.15(1)	Power to enter into arrangement with another road authority or utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport.	DIEL	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority.	DIEL	
s.15(2)	Duty to include details of arrangement in public roads register.	DIEL MIA	
s.16(7)	Power to enter into an arrangement under s.15.	DIEL	
s.16(8)	Duty to enter details of determination in public roads register.	DIEL	
s.17(2)	Duty to register public road in public roads register.	DIEL MIA	Duty of coordinating road authority.
s.17(3)	Power to decide that a road is reasonably required for general public use.	DIEL <u>MIA</u> DPP	Power of coordinating road authority.
s.17(3)	Duty to register a road reasonably required for general public use in public roads register.	DIEL MIA	Duty of coordinating road authority.
s.17(4)	Power to decide that a road is no longer reasonably required for general public use.	DIEL DPP	Power of coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(4)	Duty to remove road no longer reasonably required for general public use from public roads register.	DIEL	Duty of coordinating road authority.
s.18(1)	Power to designate ancillary area.	DIEL MIA	Power of coordinating road authority, and obtain consent in circumstances specified in s.18(2).
s.18(3)	Duty to record designation in public roads register.	DIEL <u>MIA</u>	Duty of coordinating road authority.
s.19(1)	Duty to keep register of public roads in respect of which Council is the coordinating road authority.	DIEL MIA	
s.19(4)	Duty to specify details of discontinuance in public roads register.	DIEL	
s.19(5)	Duty to ensure public roads register is available for public inspection.	DIEL MIA	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.21	Function of replying to request for information or advice.	DIEL	Obtain consent in circumstances specified in s.11(2).
s.22(2)	Function of commenting on proposed direction.	DIEL	
s.22(4)	Duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	DIEL MIA	
s.22(5)	Duty to give effect to a direction under this section.	DIEL MIA	
s.40(1)	Duty to inspect, maintain and repair a public road.	DIEL MW	
s.40(5)	Power to inspect, maintain and repair a road which is not a public road.	DIEL GMPES GMRL MIA MW	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DIEL GMPI MIA MW	
s.42(1)	Power to declare a public road as a controlled access road.	Not delegated	Power of coordinating road authority and Schedule 2 also applies
s.42(2)	Power to amend or revoke declaration by notice published in Government Gazette.	DIEL	Power of coordinating road authority and Schedule 2 also applies.
s.42A(3)	Duty to consult with VicRoads before road is specified.	DIEL	Where Council is coordinating road authority.  If road is a municipal road or part thereof.
s.42A(4)	Power to approve Minister's decision to specify a road as a specified freight road.	DIEL	Where Council is coordinating road authority if road is a municipal road or part thereof and where road is to be specified a freight road.
s.48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport).	DIEL	Where Council is the responsible road authority, infrastructure manager or works manager.
s.48M(3)	Function of consulting with the relevant authority for	DIEL	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	purposes of developing guidelines under s.48M.		
s.49	Power to develop and publish a road management plan.	DIEL	
s.51	Power to determine standards by incorporating the standards in a road management plan.	DIEL	
s.53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan.	DIEL	
s.54(2)	Duty to give notice of proposal to make a road management plan.	DIEL	
s.54(5)	Duty to conduct a review of road management plan at prescribed intervals in accordance with the regulations.	DIEL <u>MIA</u>	
s.54(6)	Power to amend road management plan in accordance with the regulations.	DIEL <u>MIA</u>	
s.54(7)	Duty to incorporate the amendments into the road management plan.	DIEL MIA	
s.55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper.	DIEL	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		<u>MIA</u>	
s.63(1)	Power to consent to conduct of works on road.	CCC CPBC DIEL DPP MCSC MIA MP PBCM	Where Council is the coordinating road authority.
s.63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency.	DIEL DPP MIA MP MW	Where Council is the infrastructure manager.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.64(1)	Duty to comply with clause 13 of Schedule 7.	DIEL DPP MIA MW	Where Council is the infrastructure manager or works manager.
s.66(1)	Power to consent to structure etc.	CCC CPBC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.67(2)	Function of receiving the name and address of the person responsible for distributing the sign or bill.	CCC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.
s.67(3)	Power to request information.	CCC CPBC DIEL DPP MCSC MIA MW	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		PBCM	
s.68(2)	Power to request information.	CCC CPBC DIEL DPP MCSC MIA MW PBCM	Where Council is the coordinating road authority.
s.71(3)	Power to appoint an authorised officer.	DIEL DPP	
s.72	Duty to issue an identity card to each authorised. officer	DIEL DPP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.85	Function of receiving report from authorised officer.	DIEL DPP GMPES MIA MW	
s.86	Duty to keep register re s.85 matters.	DIEL DPP GMPES MW	
s.87(1)	Function of receiving complaints.	DIEL DPP GMPES MW	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		MIA	
s.87(2)	Duty to investigate complaint and provide report.	DIEL DPP GMPES MIA MW	
s.96(1)	Power to authorise institution of legal proceedings.	CCC DIEL DPP MCSC PBCM	
s.112(2)	Power to recover damages in court.	DIEL DPP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.116	Power to cause or carry out inspection.	DIEL DPP GMPES MW	
s.119(2)	Function of consulting with VicRoads.	DIEL DPP MIA MW	
s.120(1)	Power to exercise road management functions on arterial road (with the consent of VicRoads).	DIEL GMPI MIA MW	
s.120(2)	Duty to seek consent of VicRoads to exercise road management functions before exercising power in s.120(1).	DIEL DPP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		MW	
s.121(1)	Power to enter into an agreement in respect of works.	DIEL DPP MW <u>MIA</u>	
s.122(1)	Power to charge and recover fees.	DIEL DPP MCSC MIA MW PBCM	
s.123(1)	Power to charge for any service.	DIEL DPP MW	
Schedule 2 Clause 2(1)	Power to make a decision in respect of controlled access roads.	DIEL	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		DPP	
Schedule 2 Clause 3(1)	Duty to make policy about controlled access roads.	Not delegated	
Schedule 2 Clause 3(2)	Power to amend, revoke or substitute policy about controlled access roads.	Not delegated	
Schedule 2 Clause 4	Function of receiving details of proposal from VicRoads.	DIEL DPP	
Schedule 2 Clause 5	Duty to publish notice of declaration.	DIEL DPP	
Schedule 7 Clause 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7	Duty to comply with request for information from a	DIEL	Where Council is the infrastructure manager or

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Clause 9(1)	coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works.	DPP MW	works manager responsible for non-road infrastructure.
Schedule 7 Clause 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 10(2)	Where Schedule 7 clause 10(1) applies, duty to, Where possible, conduct appropriate consultation with persons likely to be significantly affected.	DIEL DPP MW	Where Council is the infrastructure manager or works manager.
Schedule 7 Clause 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 12(3)	Power to take measures to ensure reinstatement works are completed.	DIEL	Where Council is the coordinating road authority.

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
		DPP MIA MW	
Schedule 7 Clause 12(4)	Duty to ensure that works are conducted by an appropriately qualified person.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 12(5)	Power to recover costs.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2).	DIEL DPP	Where Council is the works manager.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		MIA MW	
Schedule 7 Clause 13(2)	Power to vary notice period.	DIEL DPP MW	Where Council is the coordinating road authority.
Schedule 7 Clause 13(3)	Duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1).	DIEL DPP MW	Where Council is the infrastructure manager.
Schedule 7 Clause 16(1)	Power to consent to proposed works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Schedule 7 Clause 16(4)	Duty to consult.	DIEL DPP MIA	Where Council is the coordinating road authority, responsible authority or infrastructure manager.
Schedule 7 Clause 16(5)	Power to consent to proposed works.	DIEL DPP MIA MW	Where Council is the coordinating road authority.
Schedule 7 Clause 16(6)	Power to set reasonable conditions on consent.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 16(8)	Power to include consents and conditions.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 17(2)	Power to refuse to give consent and duty to give reasons for refusal.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 18(1)	Power to enter into an agreement.	DIEL	Where Council is the coordinating road authority.
Schedule 7	Power to give notice requiring rectification of works.	DIEL	Where Council is the coordinating road

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Clause 19(1)		DPP	authority.
Schedule 7 Clause 19(2) and (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred.	DIEL DPP	Where Council is the coordinating road authority.
Schedule 7 Clause 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure.	DIEL DPP MIA	Where Council is the coordinating road authority.
Schedule 7A Clause 2	Power to cause street lights to be installed on roads.	DIEL DPP MIA	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road.
Schedule 7A Clause 3(1)(d)	Power to pay installation and operation costs of street lighting – where road is not an arterial road.	DIEL MIA	Where Council is the responsible road authority.
Schedule 7A Clause 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas.	DIEL MIA	Where Council is the responsible road authority.
Schedule 7A Clause 3(1)(f)	Duty to pay installation and percentage of operation Costs of street lighting – for arterial roads in accordance with clauses 3(2) and 4.	DIEL MIA	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs).



<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.8(1)	Duty to conduct reviews of road management plan.	DIEL MIA	
r.302(1)	Duty to ensure that standards and priorities in road management plan are appropriate.	DIEL	
r.9(2)	Duty to produce a written report on a review and make the report available.	DIEL	
r.9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DIEL	where council is the coordinating road authority
r.10	Duty to give notice of an amendment which relates to standard of construction, inspection, maintenance or repair under s.41 of the Act.	DIEL	
r.13(1)	Duty to publish notice of amendments to road management plan	DIEL	where council is the coordinating road authority
r.13(3)	Duty to record on its road management plan details of an amendment.	DIEL MIA	

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.16(3)	Power to issue permit.	CCC CPBC DIEL MCSC MIA DPP PBCM	Where Council is the coordinating road authority.
r.18(1)	Power to give written consent re damage to road.	DIEL	Where Council is the coordinating road authority.
r.23(2)	Power to make submissions to Tribunal.	DPP PBCM	Where Council is the coordinating road authority.
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	CCC CPBC DIEL DPP MCSC MIA PBCM	Where council is the coordinating road authority.

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.25(1)	Power to remove object, refuse, rubbish or other material left on road	CCC CPBC DIEL DPP GMPES MCSC MIA MW PBCM	Where Council is the coordinating road authority.
r.25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with r.25(3)).	DIEL DPP	Where Council is the coordinating road authority.
r.25(5)	Power to recover in Magistrates' Court expenses incurred from person responsible.	DIEL	

<b>ROADS MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.15	Power to exempt a person from requirement under clause 13(1) of Schedule 7 to the Act to give notice as to the completion of those works.	DIEL	Where Council is the coordinating road authority and consent given under s.63(1) of the Act.
r.22(2)	Power to waive whole or part of fee in certain circumstances.	DIEL	Where Council is the coordinating road authority.

**Attachment 4**

**Glen Eira City Council**

**S6 Instrument of Delegation**

**to**

**Members of Council Staff – *Food Act 1984***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:
  - ‘CEO’ means Chief Executive Officer;
  - ‘EHO’ means Environmental Health Officer;
  - ‘MPH’ means Manager Public Health;
  - ‘SEHO’ means Senior Environmental Health Officer;
  - ‘TLEH’ means Team Leader Environmental Health,
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 17 October 2017; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing;
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
    - 3.3.2 if the determination of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      - (a) policy; or
      - (b) strategy adopted by Council; or

- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful decision, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of exclusive delegation to another member of Council staff.

The seal of Glen Eira City )  
 Council was hereto affixed in )  
 the presence of: )

..... Councillor

..... Chief Executive Officer

**SCHEDULE**

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition.	MPH SEHO TLEH	If s.19(1) applies.
s.19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable.	MPH SEHO TLEH	If s.19(1) applies.
s.19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	MPH SEHO TLEH	If section 19(1) applies  Only in relation to temporary food premises or mobile food premises.
s.19(4)(a)	Power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise.	CEO MPH TLEH	If s.19(1) applies.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19(6)(a)	Duty to revoke any order under s.19 if satisfied that an order has been complied with.	CEO MPH	If s.19(1) applies.
s.19(6)(b)	Duty to give written notice of revocation order under section 19(6)(a) if satisfied that an order has been complied with.	CEO MPH	If s.19(1) applies
s.19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEO MPH	Where Council is the registration authority.
s.19AA(4)(c)	Power to direct, in an order, made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises.	CEO MPH	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution.
s.19AA(7)	Duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with.	CEO MPH	Where Council is the registration authority.
s.19CB(4)(b)	Power to request copy of records.	CEO MPH SEHO	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		TLEH	
s.19E(1)(d)	Power to request a copy of the food safety program.	MPH SEHO TLEH	Where Council is the registration authority.
s.19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.19M(4)(a) and 19M(5)	Power to conduct a food safety audit and take actions where deficiencies are identified.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.19NA(1)	Power to request food safety audit reports.	EHO	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		MPH SEHO TLEH	
s.19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances.	MPH SEHO TLEH	
s.19UA	Power to charge fees for conducting a food safety assessment or inspection.	MPH SEHO TLEH	Except for an assessment required by a declaration under s.19C or an inspection under sections 38B(1)(c) or 39.
s.19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction.	MPH SEHO TLEH	Where Council is the registration authority.
s.19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises.	MPH SEHO TLEH	Where Council is the registration authority.
---	Power to register, renew or transfer registration.	MPH SEHO TLEH	Where Council is the registration authority.  Refusal to grant/renew/transfer registration must be ratified by Council or CEO (see s.58A(2)).
s.38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.38AB(4)	Power to fix a fee for the receipt of a notification under s.38AA in accordance with a declaration under subsection (1).	MPH	Where Council is the registration authority.
s.38A(4)	Power to request a copy of a completed food safety program template.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.38B(1)(a)	Duty to assess the application and determine which class of food premises under s.19C the food premises belongs.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.38B(1)(b)	Duty to ensure the proprietor has complied	MPH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	with requirements of s.38.	SEHO TLEH	
s.38B(2)	Duty to be satisfied of the matters in s. 38B(2)(a)-(b)	MPH SEHO TLEH	Where Council is the registration authority.
s.38D(1)	Duty to ensure compliance with the applicable provisions of s.38C and inspect the premises if required by s.39.	MPH SEHO TLEH	Where Council is the registration authority.
s.38D(2)	Duty to be satisfied of the matters in s.	MPH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	38D(2)(a)-(d).	SEHO TLEH	
s.38D(3)	Power to request copies of any audit reports.	MPH SEHO TLEH	Where Council is the registration authority.
s.38E(4)	Duty to register the food premises when conditions are satisfied.	MPH SEHO TLEH	Where Council is the registration authority.
s.38F(3)(b)	Power to require a proprietor to comply	MPH	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	with certain requirements of this Act.	SEHO TLEH	
s.39A	Power to register, renew or transfer food premises despite minor defects.	MPH SEHO TLEH	Where Council is the registration authority. Only if satisfied of matters in subsections (2)(a)-(c).
s.40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i> .	MPH SEHO TLEH	Where Council is the registration authority.
s.40C(2)	Power to grant or renew the registration of a food premises for a period of less than one year.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.40D(1)	Power to suspend or revoke the registration of food premises.	CEO	Where Council is the registration authority.
s.43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business.	MPH SEHO TLEH	Where Council is the registration authority.
s.43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements.	MPH SEHO TLEH	Where Council is the registration authority.
s.46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without	EHO MPH SEHO	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	proceedings first being instituted against the person first charged.	TLEH	

## **Attachment 4**

**Glen Eira City Council**

**S6 Instrument of Delegation**

**to**

**Members of Council Staff – *Food Act 1984***

## Glen Eira City Council

### INSTRUMENT OF DELEGATION

#### Members of Council Staff

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, Glen Eira City Council (Council):

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:
  - ‘CEO’ means Chief Executive Officer;
  - ‘EHO’ means Environmental Health Officer;
  - ‘MPH’ means Manager Public Health;
  - ‘SEHO’ means Senior Environmental Health Officer;
  - ‘TLEH’ means Team Leader Environmental Health,
3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on ~~2-May~~17 October 2017; and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3 and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
    - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
    - 3.3.2 if the determination of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      - (a) policy; or
      - (b) strategy adopted by Council; or

- 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful decision, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
- 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of exclusive delegation to another member of Council staff.

The seal of Glen Eira City )  
 Council was hereto affixed in )  
 the presence of: )

..... Councillor

..... Chief Executive Officer

## SCHEDULE

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition.	MPH SEHO TLEH	If s.19(1) applies.
s.19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable.	MPH SEHO TLEH	If s.19(1) applies.
<u>s.19(3)</u>	<u>Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process</u>	<u>MPH</u> <u>SEHO</u> <u>TLEH</u>	<u>If section 19(1) applies</u> <u>Only in relation to temporary food premises or mobile food premises.</u>
s.19(4)(a)	Power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise.	CEO MPH TLEH	If s.19(1) applies.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19(6)(a)	Duty to revoke any order under s.19 if satisfied that an order has been complied with.	CEO MPH	If s.19(1) applies.
s.19(6)(b)	Duty to give written notice of revocation order under section 19(6)(a) if satisfied that an order has been complied with.	CEO MPH	If s.19(1) applies
s.19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CEO MPH	Where Council is the registration authority.
s.19AA(4)(c)	Power to direct, in an order, made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises.	CEO MPH	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution.
s.19AA(7)	Duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with.	CEO MPH	Where Council is the registration authority.
s.19CB(4)(b)	Power to request copy of records.	CEO MPH SEHO	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		TLEH	
s.19E(1)(d)	Power to request a copy of the food safety program.	MPH SEHO TLEH	Where Council is the registration authority.
s.19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.19M(4)(a) and 19M(5)	Power to conduct a food safety audit and take actions where deficiencies are identified.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.19NA(1)	Power to request food safety audit reports.	EHO	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
		MPH SEHO TLEH	
s.19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances.	MPH SEHO TLEH	
s.19UA	Power to charge fees for conducting a food safety assessment or inspection.	MPH SEHO TLEH	Except for an assessment required by a declaration under s.19C or an inspection under sections 38B(1)(c) or 39.
s.19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction.	MPH SEHO TLEH	Where Council is the registration authority.
s.19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises.	MPH SEHO TLEH	Where Council is the registration authority.
---	Power to register, renew or transfer registration.	MPH SEHO TLEH	Where Council is the registration authority.  Refusal to grant/renew/transfer registration must be ratified by Council or CEO (see s.58A(2)).
s.38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.38AB(4)	Power to fix a fee for the receipt of a notification under s.38AA in accordance with a declaration under subsection (1).	MPH	Where Council is the registration authority.
s.38A(4)	Power to request a copy of a completed food safety program template.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.38B(1)(a)	Duty to assess the application and determine which class of food premises under s.19C the food premises belongs.	EHO MPH SEHO TLEH	Where Council is the registration authority.
s.38B(1)(b)	Duty to ensure the proprietor has complied	MPH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	with requirements of s.38.	SEHO TLEH	
s.38B(2)	Duty to be satisfied of the matters in s. 38B(2)(a)-(b)	MPH SEHO TLEH	Where Council is the registration authority.
s.38D(1)	Duty to ensure compliance with the applicable provisions of s.38C and inspect the premises if required by s.39.	MPH SEHO TLEH	Where Council is the registration authority.
s.38D(2)	Duty to be satisfied of the matters in s.	MPH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	38D(2)(a)-(d).	SEHO TLEH	
s.38D(3)	Power to request copies of any audit reports.	MPH SEHO TLEH	Where Council is the registration authority.
s.38E(4)	Duty to register the food premises when conditions are satisfied.	MPH SEHO TLEH	Where Council is the registration authority.
s.38F(3)(b)	Power to require a proprietor to comply	MPH	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	with certain requirements of this Act.	SEHO TLEH	
s.39A	Power to register, renew or transfer food premises despite minor defects.	MPH SEHO TLEH	Where Council is the registration authority. Only if satisfied of matters in subsections (2)(a)-(c).
s.40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i> .	MPH SEHO TLEH	Where Council is the registration authority.
s.40C(2)	Power to grant or renew the registration of a food premises for a period of less than one year.	MPH SEHO TLEH	Where Council is the registration authority.

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.40D(1)	Power to suspend or revoke the registration of food premises.	CEO	Where Council is the registration authority.
s.43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business.	MPH SEHO TLEH	Where Council is the registration authority.
s.43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements.	MPH SEHO TLEH	Where Council is the registration authority.
s.46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without	EHO MPH SEHO	Where Council is the registration authority.

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	proceedings first being instituted against the person first charged.	TLEH	

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**ITEM 9.13      RECEIPT OF AND RESPONSE TO COMMUNITY OPEN SPACE  
EXPERT PANEL REPORT**

**Author:** Rachel Ollivier, Group Manager Property Environment and Sustainability

**File No:** N/A

**Attachments:** 1. Community Open Space Expert Panel Report

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**PURPOSE AND SUMMARY**

The Victorian Government established the Community Open Space Expert Panel (COSEP) in 2016 *"to provide advice on the design of the 22.5 hectares of new open space between Caulfield and Dandenong that will be created when the level crossing removals are completed in this area."*

COSEP was chaired by Professor Tim Entwisle, Director and Chief Executive of the Royal Botanic Gardens Victoria, who developed a report for the Minister which made recommendations on nine key topics.

These recommendations reinforce many of the issues and priorities that Council has been advocating on. However, it is not clear yet the extent to which the recommendations will be implemented in practice in the design.

To achieve the outcomes recommended, a number of key elements should be included in the final design including:

- Protecting Woorayl Street Reserve and the trees on it as open space for the Carnegie community.
- Setting high standards for maintenance of both the open spaces and station precincts in this rail corridor.
- Ensuring that community spaces and carparks are multi-purpose, and can be used for events in off-peak times.
- Returning canopy trees to the corridor wherever possible.
- Investing in connections into the path and facilities nearby to improve accessibility and safety.
- Including a green town square at Murrumbeena Village.

**RECOMMENDATION**

That Council:

1. Writes to the Minister for Public Transport, Hon. Jacinta Allen, and Kevin Devlin, CEO of the Level Crossing Removal Authority (LXRA) expressing its support for the recommendations from Community Open Space Expert Panel (COSEP) and calling on the State Government to implement these recommendations including:
  - a. Protecting Woorayl Street Reserve and the trees on it as open space for the Carnegie community,
  - b. Setting high standards for maintenance of both the open spaces and station precincts in this rail corridor,
  - c. Ensuring that community spaces and carparks are multi-purpose, and can be used for events in off-peak times,
  - d. Returning canopy trees to the corridor wherever possible,

- e. Investing in connections into the path and facilities nearby to improve accessibility and safety,
  - f. Including a green town square at Murrumbeena Village, and
2. Ask the community to support its requests by also emailing and writing to the Minister for Public Transport, Hon. Jacinta Allen.

## BACKGROUND

The Level Crossing Removals are significantly changing several neighbourhoods in Glen Eira. Areas that have been 'back of house' are becoming 'front of house' and traffic and pedestrian movements are changing.

The Victorian Government established the Community Open Space Expert Panel (COSEP) in 2016 *"to provide advice on the design of the 22.5 hectares of new open space between Caulfield and Dandenong that will be created when the level crossing removals are completed in this area."*

*COSEP was chaired by Professor Tim Entwisle, Director and Chief Executive of the Royal Botanic Gardens Victoria. It brought together local community representations (selected through an expression of interest), expert representatives from Victoria Police, Bicycle Networks and the Office of the Victorian Government. Local governments were also included."*

The Chair developed a report (Appendix 1) that was: *"based on participation in and notes from discussions at the COSEP meetings. Recommendations often arose where there was good consensus on a subject, however are not necessarily reflective of a unanimous decision of members. The recommendations do not represent a formal position of any organization that participated in COSEP."*

Council officers contributed to the panel discussion based on Council's strategic plans and advocacy priorities as outlined through a range of strategies, submissions to the State Government and direction through councillor briefing meetings.

## ISSUES AND DISCUSSION

The report of the Chair of COSEP made recommendations on nine key topics. These recommendations reinforce many of the issues and priorities that Council has been advocating on. The nine key topics are:

- Trees and vegetation
- Shared use path and connectivity
- Place-making
- Community spaces
- Station precincts
- Creative strategy
- Car parking
- Crime prevention and safety
- Maintenance

However, it is not clear yet the extent to which the recommendations will be implemented in practice in the design.

To achieve the outcomes recommended, officers recommend calling on the Minister to ensure a number of key elements are included in the final design.

What we are asking for	Why is it important?
Protect Woorayl Street Reserve and the trees on it as open space for the Carnegie community for the long term.	Carnegie has a rapidly growing population and housing density is increasing. The need for open space in this Centre is high and growing. The Woorayl Street reserve is strategically located as open space and has a lovely stand of established Gums that should be protected. By contrast it is not well located for development as it is surrounded by roads and rail and would overshadow the station precinct.
Set and fund high standards for maintenance of both the open spaces and station precincts in this rail corridor.	This corridor will be an important regional cycling and pedestrian link that will bring people into the Monash University precinct and connect people to public transport and other cycling links. To meet its potential and be safe, it must be maintained to high standards, with quick graffiti removal, and care and irrigation for gardens and trees.
Design and manage community spaces and carparks to be multi-purpose, so they can be used for events at off-peak times.	Events can boost the economic development of shopping strips. Creating multi use spaces with public land is also best practice. It is particularly important for these communities which have suffered significant disruption for over 12 months as a result of the level crossing construction works.
Return canopy trees to the corridor wherever possible.	The tall canopy trees in this area have been important contributors to local character and habitat for local fauna. These should be returned wherever possible.
Invest in Murrumbeena pavilion redevelopment and in improved connections into corridor to improve safety and accessibility for pedestrians and cyclists.	<p>The connections into the corridor and through the corridor are important for realizing its potential as part of an open space and recreation network. Although the rail corridor in Glen Eira is narrow, it can connect community with a wide range of nearby recreation and sporting facilities including at Murrumbeena Park, at Caulfield East to the university and station precinct, and North towards the Gardiners Creek trail.</p> <p>Creating new connections into the corridor is important for safety and accessibility.</p>
Creation of a 'Gateway' to the regional bike link at East Caulfield reserve by making available strip of railway land and investment in new paths, landscaping and car parking alterations.	The new 17 kilometres of shared paths created by the project will connect the south eastern suburbs to the Caulfield Health, Innovation and Education precinct. This is expected to be a high use pedestrian and cycling corridor for students and residents and there is an opportunity and a need to create a safe and inviting gateway between the path and the precinct.
Create a green town square at Murrumbeena Village.	There is an opportunity for this Village to thrive with a green town square in its heart. This will create opportunities for events, evening trade and play space that would support the local shopping strip

	and community. This community has been significantly disrupted by the construction works.
Full modelling of drainage changes in the corridor is needed, and any impacts must be addressed.	A full understanding of the drainage changes and modelling hasn't yet been made available to Council. This is essential to understand how the proposed design will change water flows, and if there are any impacts that need to be managed.
Best practice lighting for pedestrian safety.	Lighting should be used to create a safe and best practice connection through this corridor. Efficient and continuous lighting for the entire extent of the shared path that is designed to illuminate the path rather than nearby houses should be built into the design.
Change some of the commuter parking at Carnegie and Murrumbeena stations to short term parking to support the shopping centres.	Although the car parks are large at each of the stations, they fill quickly during the week with commuters. Some of these car parks should be reserved for short term parking to help support the local shopping centres that have faced so much disruption from the construction works.

#### Some key design changes have been addressed

Some changes to the design Council has been seeking have already been made:

- Second entrances have now been included at Carnegie and Murrumbeena. These entrances will improve accessibility to the local shops at both centres and improve pedestrian flow through the whole area.
- A strong pedestrian connection under the viaduct adjacent to Riley reserve has now been including in the design. The embankment will be lowered and the area landscaped to allow pedestrians access across the line. It is a much better outcome that gives people on both the south and north of the line access to parklands on the other side of the line. Melbourne Water and LXRA have both worked to make this possible. It has required dedication to overcome a number of engineering and project challenges.

### **FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

N/A

### **POLICY AND LEGISLATIVE IMPLICATIONS**

N/A

### **COMMUNICATION AND ENGAGEMENT**

The next steps would be to:

- Write to the Minister for Public Transport with a copy to the CEO of LXRA
- Ask the community to support Council's requests through communications in Glen Eira News, social media and with a media release

**LINK TO COUNCIL AND COMMUNITY PLAN**

The recommendation in this report supports Council's community plan which is striving for a City that is:

- Liveable and well designed
- Accessible and well connected
- Safe, healthy and inclusive
- Clean and sustainable.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

The extent to which the recommendations of COSEP are achieved in practice will depend on the elements included in the final design.



CAULFIELD TO DANDENONG

# COMMUNITY OPEN SPACE EXPERT PANEL REPORT

August 2017



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18 August 2017

Hon Jacinta Allan MP  
Minister for Public Transport  
Spring Street  
EAST MELBOURNE VIC 3002

Dear Minister Allan,

Over the past 12 months, I have had the great pleasure, and responsibility, of chairing the Community Open Space Expert Panel (COSEP). Established in June 2016 to provide advice to the Level Crossing Removal Authority and State Government, this panel provided a productive forum for discussing creative ideas and challenges associated with the design and delivery of the new 22.5 hectares of open space below the rail line between Caulfield and Dandenong. I am pleased to present to you a summary report of COSEP's comments, deliberations and advice.

After just the first meeting of COSEP it was clear this forum would provide significant benefits to Victorian communities. Throughout I've been impressed by the level of engagement, enthusiasm and inspiration provided by COSEP members. Their commitment has been matched closely by the representatives of the Caulfield to Dandenong project team and the Level Crossing Removal Authority. There was a definite buzz at the meetings, and an acknowledgement that this is a unique opportunity to improve the local environment and the experiences of those living and working nearby the railway corridor.

To give a flavour of the discussions, in an early meeting we discussed the linear park and the alignment of the shared user path, plus some general issues around connectivity. COSEP raised important matters around safety, heritage and local history, much of which has been incorporated into the design. Meeting later, we considered car parking, accepting that there were complex trade-offs to be made to meet the needs of varied stakeholders. A key message from COSEP was to not view car parking areas as 'single use' – that is, look for ways to partition them in time and space so that the community can gain additional value from them.

As you would expect, trees and vegetation drew a passionate response. There was much support for using River Red Gums as a motif along the length of the linear park – not to the exclusion of other plants, as it was accepted there are some places where native vegetation would not be appropriate. We were advised by the project team that opportunities for the re-planting of River Red Gums were limited due to operational and safety constraints within the rail corridor. Subsequently COSEP explored alternatives such as other local trees species providing some of the same functions and aesthetics. Linking the plantings and landscape to neighbouring parks was strongly supported, as was the establishment of connections with existing street trees. Where possible the group wanted plantings to be diverse and of mixed age, to assist with plant health and the impacts of climate change. It was felt the landscape design could be bold in places and should not be subservient to the other elements of the project.

We spent some time considering the treatment of retaining walls and railway piers, with creative ideas emerging for various treatments from winter-deciduous climbers to artwork reflecting local heritage. Despite feedback from the project team about the difficulty in growing climbers over piers we have asked that all assumptions be tested and that where possible a 'green cover' be considered.

More generally, the community spaces generated lots of enthusiastic participation and as always thoughtful ideas, ranging from bold and vibrant through to sophisticated and multicultural.

In the final meetings COSEP was asked to identify any potential 'showstoppers' in the design teams proposals for community spaces and the linear park. Overall COSEP was impressed with the plans and the incorporation of ideas raised in previous meetings, and looked forward to their implementation.

While the COSEP process has been acknowledged as innovative and effective, members agreed that its true value would become apparent in the final design outcomes. Members have understood that this is an important and rare opportunity to shape new parkland in Melbourne and that it is important that to get these community spaces right. Success will be determined if the new open space meets the majority of community expectations, and contributes something of long-lasting value to Melbourne.

I am sure you will find the attached report valuable not only as it relates to the Caulfield to Dandenong Level Crossing Removal Project but to planning future community consultation and engagement of this kind. I would like to add my personal thanks to you for the invitation to be involved in such a fulfilling project, to the team at the Level Crossing Removal Authority for their excellent support and to the community members and all others involved in COSEP.

Yours sincerely



PROFESSOR TIM ENTWISTLE, Chair COSEP



## EXECUTIVE SUMMARY

An extensive consultation program took place in 2016 and 2017 for the Caulfield to Dandenong Level Crossing Removal Project's 22.5 hectares of new open space.

This report outlines the key feedback, ideas and recommendations from the Community Open Space Expert Panel (COSEP).

The COSEP Terms of Reference required that a consolidated report capturing members' comments, their feedback, deliberations and advice be compiled by and approved by the Chair for submission to the Minister for Public Transport. This report fulfils this requirement.

There are nine key themes: trees and vegetation, shared use path/connectivity, creative strategy, place-making (stories, character, identity and heritage), maintenance, car parking, station precincts, community spaces and crime prevention/safety.

A separate report has been developed which outlines the broader consultation program conducted by the Level Crossing Removal Authority. This report also outlines how the feedback from COSEP and the broader community has been integrated into the open space design.

## Project overview

The Caulfield to Dandenong Level Crossing Removal Project is part of the Victorian Government's project to remove 50 dangerous and congested level crossings across Melbourne by 2022. Removing the nine level crossings between Caulfield to Dandenong will improve safety and increase patronage on Melbourne's busiest rail line. It will reduce congestion making travel around the south-eastern suburbs quicker and easier and will connect communities.

Level crossings are being removed from Grange Road, Koornang Road, Murrumbeena Road, Poath Road, Clayton Road, Centre Road, Corrigan Road, Heatherton Road and Chandler Road in a single program of work. New stations will

be built at Carnegie, Murrumbeena, Hughesdale, Clayton and Noble Park.

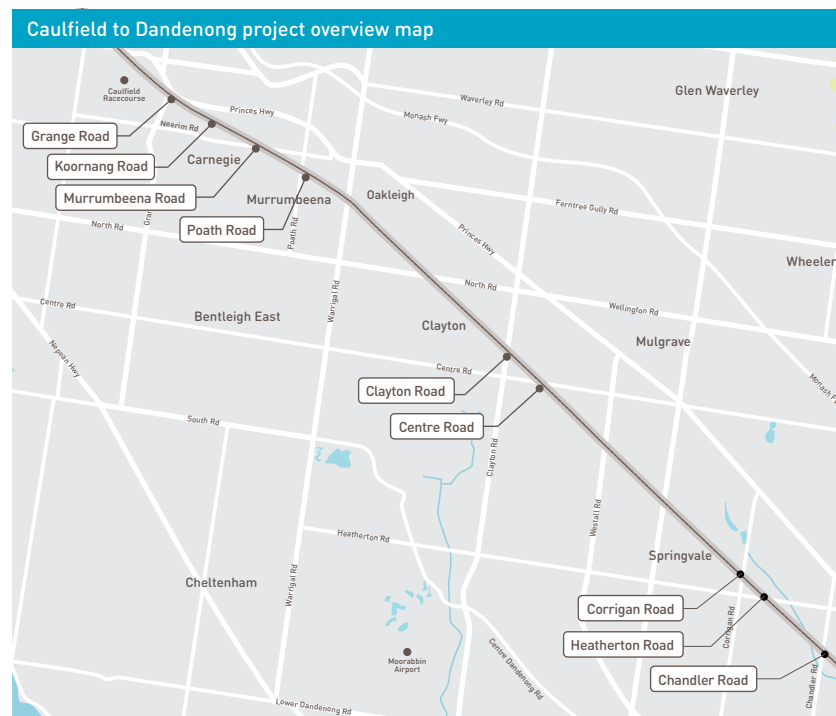
The Caulfield to Dandenong Level Crossing Removal Project's innovative design centres on three sections of modern elevated rail, creating 22.5 hectares of new community space for new parks, playgrounds, sporting facilities and a range of other uses. Works on the open space will begin once the existing rail line has been moved onto the elevated structure and the old tracks are removed.

The key components of the new open space includes parkland mainly dedicated to grass (linear park), tree and vegetation plantings and walking and cycling paths (shared use path). There will also be seven

community spaces dedicated to passive and active recreation.

A \$15 million dollar maintenance trust fund will be established for the long-term care of this new community space. The Level Crossing Removal Authority is consulting with key stakeholders to determine the appropriate arrangements for the governance and administration of the fund.

Required maintenance activities and suitable performance standards will be informed by the final design of the spaces, however such activities are expected to include graffiti removal, general grounds and landscape maintenance such as weeding, litter collection and recycling services.



## Community Open Space Expert Panel

The Community Open Space Expert Panel (COSEP) was established to oversee plans for the new open space and to incorporate local knowledge into the final designs.

COSEP was chaired by Professor Tim Entwisle, Director and Chief Executive of the Royal Botanic Gardens Victoria, and brought together local knowledge from representatives of the local community (selected through an expression of interest), combined with expertise from Victoria Police, Bicycle Network, local councils and the Office of the Victorian Government Architect (OVGA). COSEP frequently had a number of observers including Victorian Members of Parliament.

COSEP convened eleven times over the period June 2016 — April 2017 at various locations throughout the Caulfield to Dandenong rail corridor.

### Principles

Recommendations from COSEP were framed around seven key principles for the open space design:

- value open space
- integrate all aspects of the design
- design spaces that are adaptive and flexible
- be bold and seek opportunities to innovate
- focus on user experience
- build on local identities and stories
- create robust and resilient places.



## Key recommendations

During deliberations, COSEP considered the project from both a broad and localised perspective. The topics discussed by COSEP were diverse, however deliberation generally focused on nine overarching key themes. COSEP's key insights and recommendations on each of these topics are summarised in the following key recommendations:

### 1. Trees and vegetation

Trees and vegetation are a key part of the experience for all users, and they should be used to create a strong identity throughout the park as well as provide a biodiverse corridor and connective thread to open space in surrounding neighbourhoods.

Key COSEP recommendations were that vegetation should; create an identity and that vegetation choice should be bold, robust and resilient.

### 2. Shared use path and connectivity

The shared use path should encourage active transport by supporting the movement of diverse user groups, and by creating strong and clear connections along the path and to surrounding areas.

To achieve this goal COSEP recommended that the design of the shared user path should create a seamless connection between new and existing sections, be multi-directional to support multiple movement patterns, and be safely connected to nearby roads and public transport. Design of the path should focus on enhancing user experience, for example, by including break out spaces where users can rest.

### 3. Place-making

Place-making should focus on creating different character zones that reflect the local context and identity, while at the same time creating an overarching narrative for the entire linear park.

COSEP's discussions on creating 'place' along and around the linear park emphasised bringing out the stories and heritage of each precinct, by creating different character zones relevant to place. Although each of these zones will have a different feel, it was recommended that they should be linked by a common thread—the shared user path—that has its own identity

and creates a continuous narrative so that the linear park feels like a connected whole.

### 4. Community spaces

Community spaces should be carefully integrated with surrounding open spaces, be flexible to cater for the needs of multiple users and generate activity at different times of the day.

COSEP's overarching recommendation was that community spaces should be adaptable, encourage use from people of all ages and provide high levels of amenity. COSEP recognised that there are many different communities who will use the linear park, and recommended that community spaces be place-based, catering to the varied needs of each specific location.

### 5. Station precincts

Station precincts should be vibrant, connected, active, bold, multicultural and should reflect the local identity and respond to the context of the surrounding area.

The station precincts are to be key activation points along the linear park, acting as entrances and gateways to the shared use path, open space areas and shopping precincts. COSEP suggested that design of the new station precincts should: host community festivals to bring together local traders and the community and recognise the history and identity of the local area.

### 6. Creative Strategy

The creative strategy should be aspirational and multi-faceted, combining both community driven and professionally curated art to enhance sense of place, identity and vibrancy.

COSEP advised that it was important to include creative works as part of the linear park to reflect the sense of place and identity of the area.

For example, permanent public art works being part of outdoor art galleries in key precincts.

### 7. Car parking

Car parking spaces should be adaptable and carefully integrated into the public and green spaces of the design.

COSEP encouraged forward car park design that would push the boundaries of the look, feel and use of car parks. Recommendations were that the appearance of car parking be 'softened' and carefully integrated into the public and green spaces of the design. COSEP advocated for adaptable car parking spaces so that car parks can be used for temporal uses such as markets in non-peak periods.

### 8. Crime prevention and safety

The project should adhere to the principles of crime prevention through environmental design.

COSEP recommended that crime prevention and safety details be integrated seamlessly into the overall design of the linear park and that important aspects to be considered included lighting, road safety and the mitigation of antisocial behaviour.

### 9. Maintenance

Partnerships and implementation plans for maintenance of the linear park will be key to ensuring that the new open space stays green and well cared for.

COSEP acknowledged that many community members were concerned about the future maintenance of the linear park. COSEP deliberations focused on the need to address these issues clearly and transparently through the development of a long-term maintenance strategy. COSEP also recommended that the project team selects resilient building materials and plants to reduce maintenance requirements.



# COMMUNITY OPEN SPACE EXPERT PANEL

On 9 April 2016 the Victorian Government announced the formation of the Community Open Space Expert Panel (COSEP). COSEP was established to oversee plans for the 22.5 hectares of new open space between Caulfield and Dandenong and to make sure local knowledge was incorporated into the final designs.

# Introduction

## COSEP overview

COSEP reviewed and provided advice on the:

- general landscape design and planting of the linear park
- proposed 'community spaces', their briefs and preliminary design
- interface between community spaces and the shared use pathway
- car parking
- public space in the station precincts
- maintenance.

COSEP assisted the project by:

- providing a representative group of open space experts, community members, local councils and relevant organisations
- ensuring community feedback was incorporated in final designs for the new parkland, helping to ensure a focus on delivering high amenity for the community
- providing a local perspective on open space design and maintenance
- providing advice on the appropriateness of the design and maintenance, to ensure that the new open spaces are vibrant, well-maintained, safe and accessible.

COSEP continuously reviewed community feedback (including that from the Open Space Ideas Hub) in order to stay attuned to community sentiment, ensuring that the recommendations and advice they provided to the design team reflected community needs, values and concerns.

COSEP convened eleven times over the period June 2016 — April 2017 at various locations throughout the Caulfield to Dandenong rail corridor. Meetings were held after business hours and lasted approximately two hours in duration.

Further details about COSEP including meeting dates, meeting synopses, as well as a list of meeting attendees can be found in the appendices to this report.

COSEP represented a new model for providing expert and community feedback to a project team working on a large complex project. On an international scale the COSEP process was unique given it is unusual to have a panel of people from varied backgrounds coming together to discuss a single project over a long period of time. This model provided a forum that encouraged expanded thinking and the exploration of new ideas for open space design. The involvement of the project team, and the opportunities for 'co-design' ensured that design ideas were continually tested and modified to incorporate as much feedback as possible.

The recommendations in this report have been developed by the Chair based on participation in and notes from discussions at the COSEP meetings. They often arose where there was good consensus on a subject, however are not necessarily reflective of a unanimous decision made by members. The recommendations do not represent a formal position of any organisation that participated in COSEP.

*"COSEP was an excellent, collaborative, innovative approach to developing an amazing outcome."*

Anthony,  
community representative

*"COSEP is a highly valuable process that ensured that a highly significant and strategic infrastructure project engaged all levels of decision making and community input within a forum environment."*

Jane Brodie,  
City of Greater Dandenong

*"This project showed how a co-design activity can improve results for the community."*

Garry Brennan,  
Bicycle Network

*"COSEP has been an excellent forum for expressing views and generating discussion that engendered a feeling of true value."*

Terry Tillotson, City of Monash

## COSEP membership

The panel was chaired by Professor Tim Entwisle, Director and Chief Executive of the Royal Botanic Gardens Victoria, and brought together local knowledge from representatives of the local community (selected through an expression of interest) and expertise from Victoria Police, Bicycle Network, local councils and the Office of the Victorian Government Architect.

A call for expressions of interest for four COSEP members was launched on 9 April 2016. Members of the community with a design background or interest in public space and urban design were encouraged to apply. 22 nominations were received. The nominees were considered against a set of selection criteria and members were appointed based on their suitability to provide community input to the development of open public spaces.

In selecting the four community members the Level Crossing Removal Authority considered a range of factors including a gender balance, a cultural mix that represents the diversity of the community, a broad representation of local residential and business interests and representation from public transport and open space users.

The panel frequently had a number of observers including Victorian Members of Parliament. Members did not receive financial remuneration. Further details about COSEP membership can be found in the appendices to this report.

## COSEP promotion

COSEP and its membership was promoted via a variety of means including the following: newsletters (which were also translated into alternate languages), mail outs to residents and businesses, brochures, posters, factsheets, e-news to email subscribers, social media, blog posts on the Open Space Ideas Hub, the Level Crossing Removal Authority's website, media releases, community presentations and a series of videos.

Additionally, several COSEP members participated in a Facebook live video which provided the panel the opportunity to publicly share some of their recommendations and opinions with the broader community.



*"COSEP is bringing together interest groups, local knowledge, and making sure that what actually gets built and developed, represents what the community wants."*

Tim Entwisle, COSEP Chair

*"Being appointed as a community member of COSEP, I felt an inherent responsibility to represent my community to my greatest ability. To me, this meant acknowledging and avoiding my own unconscious bias and ensuring that I had equal regard for all members of the community in my feedback to COSEP. I wanted to be the voice of not just a town planner living in Carnegie but also the elderly man on his daily walk, the young family and their two energetic dogs, the teenagers, the university students and everyone else in between. I also wanted to make sure those households and local business abutting the train line were properly considered. This was my objective for initially volunteering for COSEP and my ongoing aim at every meeting."*

Amy, community representative

# Principles for open space design

Throughout the process of deliberation COSEP discussions focused on several key overarching ideas including: value of open space, integration, adaptability, innovation, user experience and resilience.

These ideas have been refined into seven key principles for open space design. These principles framed a series of recommendations made by COSEP.

COSEP expects that these principles will continue to drive the design and delivery of the new open space along the Caulfield to Dandenong line and will be used by the design team when making future decisions related to the open space, both big and small.

## 1. Value open space

As our cities continue to grow, and the availability of open space lessens, it is important to make the most of opportunities to create new open spaces. When designing these new open spaces infrastructure projects must respect the high community and environmental value of the land.

## 2. Integrate all aspects of the design

Given the large area covered by the linear park, and the multi-disciplinary nature of combining open spaces with roads and rail, there is great need for the design to be highly integrated and cohesive. It is important that the finished project present a seamless transition between green spaces, activity centres, stations, car parking areas, as well as surrounding roads and neighbourhoods. Furthermore, the project should promote connectivity and should be read as a single experience, with a linking narrative.

## 3. Design spaces that are adaptive and flexible

New spaces must be flexible and provide opportunities for a range of temporal uses, accommodating the needs of community members of different ages and abilities at varied times of the day. The design must also be adaptive, so that spaces can adjust to changing community needs over time.

## 4. Be bold and seek opportunities to innovate

Push the boundaries of current design practice. In doing this, new innovative ideas can be used to drive more sustainable, resilient and exciting outcomes for both the community and environment. The scale of this project, and the precedence it will set for other level crossing removal projects, adds an extra obligation to use the most appropriate and forward thinking design practices.

## 5. Focus on user experience

Successful public spaces are characterised by the presence of people. For an open space to become populated and animated, it must offer an attractive, vibrant and safe environment. This can be achieved through a strong focus on the user experience, and consideration of factors including comfort and image, safety, accessibility, amenity and activity. An important objective of the linear park is to increase the number of people walking and cycling. By focusing on enhancing how people experience the space, the final design is more likely to encourage people to walk and cycle, contributing to happier and healthier neighbourhoods.

## 6. Build on local identities and stories

The linear park runs through several different neighbourhood areas, all with a different a character and identity. It is important that the design of the linear park reflects the history, culture and urban feel of these areas. This can be achieved on several levels, by including local design details in built form, through vegetation choice, and by planning for future activation of spaces.

## 7. Create robust and resilient places

The design of each aspect of the linear park should allow for inevitable changes to local cultures, climate and operational needs.

# Key topics of deliberation

## Overview

The topics discussed by COSEP were diverse, however deliberation generally focused on nine overarching topics: car parking, trees and vegetation, shared use path and connections, place-making, community spaces, station precincts, creative strategies, crime prevention and maintenance.

Under each overarching topic, an overview of COSEP's key insights and recommendations is provided, along with a description of how the recommendations have been reflected in the project outcomes to date.

During deliberations, COSEP considered the Caulfield to Dandenong project from both a broad and localised perspective, with particular emphasis on three key areas:

- Grange Road, Carnegie to Poath Road, Hughesdale.
- Clayton Road and Centre Road, Clayton.
- Corrigan Road, Heatherton Road and Chandler Road, Noble Park.



## 1. Trees and vegetation

Trees and vegetation are a key part of the experience for all users, and they should be used to create a strong identity throughout the park as well as provide a biodiverse corridor and connective thread to open space in surrounding neighbourhoods.

The new open space created by this project will allow for thousands of plants and trees to be introduced, eventually creating an urban woodland through the new parkland. Subsequently, tree and vegetation choice for the linear park was a very important and reoccurring point of discussion during COSEP deliberations. All members recognised the important role plants and trees will play in determining the social and environmental success of the linear park.

Many members had high expectations for the vegetation outcomes of the project. These expectations were built on the premise that an elevated rail allows for trees to be planted closer to rail infrastructure than rail under options allow.

### Recommendations

COSEP noted that carefully chosen trees and vegetation would enhance the experience for all users of the linear park. Key COSEP recommendations included the creation of an urban forest that represents the area's unique character and responds to climate change and urban expansion.

COSEP was asked to provide advice on trees and vegetation at several scales, considering the smaller planting details within the park, as well as how trees and vegetation within the park connects and relates to surrounding neighbourhoods and regions. In providing this advice, COSEP developed the following guiding instructions for the design team:

- **Frame user experience** – use trees and vegetation to frame the user experience and create a combination of landscapes enjoyed at different times by linear path users, locals, commuters and visitors.
- **Create difference and identity** – adopt different landscape themes to suit local conditions, yet apply consistency or repeated motifs throughout the linear path – also look at linking to existing streetscapes and avenues intersecting the linear park.
- **Be bold** – challenge the way landscapes are planned, how we can use the pillars and infrastructure in landscape design.
- **Be robust and resilient** – design the landscape to suit the inevitable changes to local cultures, to climate and to maintenance and operational needs.

*"It is important to view all trees and plants in a city as part of a broader 'urban forest', where the benefits to air quality, water management, cooling and general well-being are spread across the suburbs."*

Tim Entwistle, COSEP Chair

*"The linear park is an opportunity for reconnecting nature and we can begin to imagine a biodiverse corridor that conveys birds for its length. Kookaburras laughing or Whipbirds performing their duets can be imagined as part of the linear park system if there is a connective thread. Simple determination to see birds moving the length of the park highlights the need for trees, in particular a joined-up canopy of native trees so that birds are able to move and feed."*

Jon Shinkfield, landscape architect and member of the Victorian Design Review Panel

COSEP suggested that trees and vegetation be used to create connection, not only visual and physical connections to the surrounding areas, but also connections for wildlife:

### RIVER RED GUMS

Due to project construction, a number of River Red Gums have been removed from the project area. In its early meetings COSEP recommended that the design team endeavour to keep as many River Red Gums as possible during construction due to their high value to the identity and biodiversity of the local area.

COSEP was strongly supportive of River Red Gums being replanted in areas where the constraints of the rail corridor allow. COSEP also provided advice on alternative species providing some of the same functions and aesthetics.

### VERTICAL CREEPERS

COSEP requested that creepers or other suitable vegetation be considered as a covering for railway piers and retaining walls throughout the linear park. Growing creepers or other vegetation on the rail infrastructure was considered to minimise the visual bulk of the infrastructure, to help mitigate graffiti and, to add to the sense of place and character of the area. Suggestions included installing winter-deciduous climbers, which adhere to concrete with small holdfasts.

### TREE AND VEGETATION CHOICE

Key topics of deliberation included that vegetation choice should:

- apply consistency or repeated motifs throughout the linear path
- focus on enhancing the existing grand, large and bold landscapes (for example on Chandler Rd and Corrigan Rd)
- introduce diverse and resilient species to enhance the biodiversity of the area
- introduce 'pops of colour' into tree planting and vegetation
- provide adequate shade in civic spaces
- be arranged in clusters of large trees in key locations
- blend into the existing context e.g. Boyd Park urban forest should connect seamlessly to the linear park
- use original tree species where possible to maintain local heritage and identity (for example Jacarandas and Cherry Blossoms in Carnegie)
- include a range of diverse species to suit the different identities and environments of each area, and to appeal to the diverse community preferences regarding plant species
- species should be of varying heights and maturity
- maximise greenery.

*"Linking plantings and landscape to neighbouring parks was strongly supported by the panel, as was the establishment of connections with existing street trees. Where possible, the group has requested that plantings be diverse and of mixed age, to assist with plant health and the impacts of climate change."*

Tim Entwistle, COSEP chair



## 2. Shared use path/connectivity

The shared use path should encourage active transport by supporting the movement of diverse user groups, and by creating strong and clear connections along the path and to surrounding areas.

The Caulfield to Dandenong project will provide a 17-kilometre shared path for cyclists and pedestrians. Over 12 kilometres of new path will be built, joining existing paths to create a continuous route from the Monash University Caulfield Campus to the EastLink trail, beyond Yarraman Station. The new open space will also provide new connections by creating a series of paths that connect north and south streets, removing the divide between communities.

COSEP members noted that the shared use path will be a very important and popular feature of the project for the community. Subsequently, members noted their expectation that the path should be a top class facility all the way from Caulfield to the EastLink trail.

COSEP members felt that one of the key objectives of the linear park is to encourage travel by active transport, including walking, cycling and travel by public transport. COSEP was excited about the potential of the linear park to promote healthy and active communities through connections

to open space, sporting hubs and community spaces, and to boost local economies.

### Recommendations

To achieve the stated design outcome, COSEP recommended a focus on useability, and creating strong connections between the various entrances to the park and different modes of transport.

Discussions often focused on creating a balance between the needs of different users, and the potential conflict between drivers, cyclists and pedestrians. COSEP recognised that this was more than simply creating space for cyclists and pedestrians, as there is a diversity of needs within each user group as well. The range of interests and experiences within COSEP helped to ensure that discussion considered diverse perspectives.

Several suggestions were given to guide the design team in creating this balance. One recommendation embraced by all was that universal design principals be included in all aspects of the design.

*"There is an art to designing great bike riding facilities and Bicycle Network has asked for the shared use path to be constructed to contemporary standards so that it is safe and attractive for a whole range of users, from children to grandparents."*

Garry Brennan,  
Bicycle Network

*"It is important to recognise and adopt the principles of Universal Design when making decisions about the potentially conflicting needs of different groups, as not all activities may be complementary and careful consideration of the requirements for different groups using the same space is required to avoid conflicts. Enabling those who want to be active, whilst encouraging those who are inactive to become active."*

Michael Walker, universal design specialist.



For the open space to be well connected, user friendly, and accessible for everyone, COSEP suggested that design of the shared user path should:

- tie together the broader urban fabric
- include design details that make users aware of transition zones
- prioritise pedestrians and cyclists through design details that enhance the experience, for example adding more bicycle hoops
- encourage use by all members of the community, not just professional cyclists
- include break out spaces where users can rest, with drinking fountains, toilets etc
- consider current informal connections, as well as formal ones
- be multi-directional and support multiple movement patterns
- ensure cyclists and pedestrians have clear sight lines
- be safely connected to nearby roads through the inclusion of new pedestrian crossings
- be better aligned and connected to train stations as well as bus routes
- include clear signage that is carefully integrated within the infrastructure to provide users with visual locational cues, for example, numbers embedded into the footpath
- carefully consider the interface between the shared use path and surroundings including neighbourhoods and businesses
- provide adequate access for emergency vehicles.

COSEP noted that the following items, while outside the original scope of the project, should also be delivered. They were considered integral to achieving the intended user experience and a safe environment, and the Panel recommended the Victorian Government implement them through additional funding. They are:

- upgrade the existing sections of shared use path so that the quality of existing bicycle paths is improved to match the quality of the new shared use path
- make improvements to surrounding streets e.g. the roundabout at Heatherton Road should be redesigned to make the area safer
- correct the unsuitable 'awkwardness' of the shared use path at Oakleigh Station.



### 3. Place-making

Place-making should focus on creating different character zones that reflect the local context and identity, while at the same time creating an overarching narrative for the entire linear park.

COSEP's discussions on creating 'place' along and around the linear park emphasised bringing out the stories and heritage of each precinct, by creating different character zones relevant to place.

COSEP recognised that there are many aspects that contribute to the creation of place, including creating user friendly and adaptable spaces.

COSEP identified that the key to place-making is strong connection to local identity. It was also noted that the creation of place is a difficult task that requires a nuanced approach and the inclusion of many different voices and opinions.

#### Recommendations

To create a strong sense of 'place', COSEP made the following key recommendations to the design team:

- recognise and celebrate the fact that the path is a rail corridor
- use place histories and stories to drive the concept design or be a poetic overlay to the final design outcome
- reflect the varied population in each different zone (e.g. the international and multi-cultural student population in Clayton should be celebrated)
- create potential for future community activation of spaces
- use materials to create a narrative and take users on a journey, for example consider how users experience different materials e.g. depth, colour, shadow, texture
- ensure materials are used differently at each node to avoid repetition and to create variation and identity
- salvage materials that form part of the 'place memory' and re-use in design, for example the boom gates
- develop an overarching narrative so the path feels like a connected whole. A sense of place is created not only by design details, but is holistic, and includes both macro and micro considerations.

COSEP brainstormed potential vision statements for each of the project areas, to guide the design team in creating places that connect to the identity of the local area. These vision ideas are outlined in the table below:

	COSEP vision ideas
Carnegie, Murrumbeena and Hughesdale	<ul style="list-style-type: none"> <li>• Multicultural, urban, attractive</li> <li>• Peaceful, established and formal</li> <li>• Calming spaces near quieter residential areas</li> </ul>
Clayton	<ul style="list-style-type: none"> <li>• Vibrant, connected, active, bold and multi-cultural (at station precinct)</li> <li>• A calm gathering place (near Centre Road)</li> </ul>
Noble Park	<ul style="list-style-type: none"> <li>• Exploration and curiosity</li> <li>• Active, vibrant, inclusive</li> </ul>

*"This opportunity of new open space, is a new construct, particularly for Melbourne. The community has fashioned this place through time, but before that time there was a rich natural environment. This is a reinfusing of community, nature, broader urban systems with this fantastic piece of open space. It will become a place that people can grow with, and rediscover how to use and how to occupy the space."*

Jon Shinkfield, landscape architect and member of the Victorian Design Review Panel

*"From day one the linear park should be a great space. The key is to make sure that in 20 years' time it's still a great place."*

Amy, community representative

### 4. Community spaces

Community spaces should be carefully integrated with surrounding open spaces, be flexible to cater for the needs of multiple users and generate activity at different times of the day.

Although primarily a linear park, there are many opportunities to create community spaces including playgrounds, exercise hubs, cultural spaces and sporting grounds, at multiple points along the park. COSEP was excited about the potential for these spaces to generate activity and provide much needed community infrastructure for local residents and the broader community.

For COSEP, the provision of useable, integrated and adaptable community spaces is key to creating open space that is embraced and cherished by the local community. COSEP also recognised that there are many different communities who will use the linear park, and recommended that community spaces along the park should be place-based, catering to the varied needs of each specific location.

#### Recommendations

COSEP recommended that community spaces should be carefully integrated into the overall design of the park, enhance user experience, and help to generate activity at various times of the day. To achieve this, COSEP suggested that in designing community spaces throughout the linear park, the following key items should be considered:

- the potential to create a sporting hub
- the provision of pit-stop exercise clusters along the path, as well as other exercise opportunities, for example climbing walls, multi-use courts, table tennis
- addressing the lack of children's play space
- that not all places along the linear path need to be active but instead can be passive
- creating spaces for dog parks (e.g. in Noble Park)
- intergenerational activities such as chess tables
- the design of formal and informal gathering spaces.

COSEP's overarching recommendation was that community active spaces should not be overly prescriptive, should encourage use from people of all ages and should provide high levels of amenity.

*"In this particular project every location is different. The best open spaces cater for every element of a community. You have to make sure that every element has something they like, something that attracts them to that open space."*

Jill Garner, Victorian Government Architect

*"We have discussed measures to activate the spaces, through both passive and active recreational opportunities for all ages and abilities to enjoy. An undercurrent to all our discussions has been the necessity to make these places safe, durable and reflective of the character of these individual communities."*

Amy, community representative



## 5. Station precincts

Station precincts should be vibrant, connected, active, bold, multicultural and should reflect the local identity and respond to the context of the surrounding area.

The Caulfield to Dandenong Level Crossing Removal Project will build new stations at Carnegie, Murrumbeena, Hughesdale, Clayton and Noble Park.

The station precincts are to be key activation points along the linear park, acting as entrances and gateways to the shared use path, open space areas and shopping precincts. COSEP discussions emphasised that the precincts should be vibrant, connected, active, bold and multi-cultural.

### Recommendations

COSEP suggested that design of the new station precincts should:

- have multiple entrances to create greater connection to pedestrian areas, where appropriate
- host community festivals/events to bring together local traders and the community
- consider opportunities to integrate existing station buildings which have some value to local heritage character (discussed above in place-making section)
- recognise the history and identity of the local area (discussed above in place-making section).

## 6. Creative strategy

The creative strategy should be aspirational and multi-faceted, combining both community driven and professionally curated art to enhance sense of place, identity and vibrancy.

COSEP advised that it was important to include creative works as part of the linear park to reflect the sense of place and identity of the area. For example, permanent public art works being part of outdoor art galleries in key precincts.

### Recommendations

COSEP believed that it is important for the creative strategy to be holistic and well curated. Key COSEP discussion points:

- a curator should be appointed and given permission to create an aspirational strategy
- the design team/curator should seek out conceptual approaches
- engaging a curator: make your own brief, expressions of interest
- multicultural themes should feed into process

- the creative overlay of the linear park needs to be taken very seriously
- art should create a story along the path, and should be a curated process
- styles of art need to be categorised: community art is different to professional art
- temporary art with community buy-in was supported, for example, herald sun art show, sculpture by the sea
- there should be different 'layers' of creative work: graphics, community, interpretation, professional
- architectural moments should be lit by feature lighting.

COSEP also recommended that the existing art work underneath Noble Park Station and at the Noble Park plaza should be retained.

*"Ross Reserve's world class skate park is unique among all other skate parks within south eastern Melbourne. We are keen to ensure that the new activation space on Heatherton Road builds upon the existing vibrant park precinct. Introducing new types of play such as table tennis and fitness equipment that caters for a range of age groups are great opportunities. We anticipate that this new open space will continue to grow in popularity both during the day and evening, to complement the existing skate park. We want to ensure this space is visually interesting and inviting."*

Jane Brodie,  
City of Greater Dandenong

## 7. Car parking

Car parking spaces should be adaptable and carefully integrated into the public and green spaces of the design.

The provision of car parking within the open space design is a very complex issue, there is a balance required between delivering green open spaces and adding additional parking along the rail corridor.

Community sentiment is mixed on car parking – with some segments of the community advocating for additional car parking whilst others advocating for more open space. In recognising the diverse range of sentiments on this issue, COSEP deliberations focused on the location and design of parking spaces, rather than on the number of spaces that should be added by the project.

### Recommendations

COSEP encouraged forward thinking, car park design that would push the boundaries of the look, feel and use of car parks. Recommendations were that the appearance of car parking be 'softened' and carefully integrated into the public and green spaces of the design.

Whilst COSEP recognised the need and commitment to additional car parking spaces, replacing potential green space with car parking was viewed as contrary to the principle of highly valuing open space.

Advice on car park design was similar across all three areas, and included that the design of car parking spaces should:

- maximise the integration and cohesive transition between parkland and car parking spaces
- respect the high value of new open space and landscaped areas created by the project in decisions around the quantity and location of car parking spaces
- be adaptive, flexible community spaces, providing for a range of different temporal uses (such as markets, basketball courts, etc)
- create safe spaces to allow for effective and active management of user behaviour
- seek opportunities to influence local transport and travel behaviours with the use of innovative technology, allowing for different access and alternative uses as local needs change
- consider environmental sustainability, for example provide spaces for car share companies and the charging of electric cars.

*"Complex trade-offs must be made to meet the needs of the many stakeholders. A key message from the Panel was to not view car parking areas as 'single use' — that is, look for ways to partition them in time and space so that the community gets additional value from them — and to find ways to blur the distinction between the asphalt and the green spaces."*

Tim Entwistle,  
COSEP Chair.



## 8. Crime prevention and safety

The project should adhere to the principles of crime prevention through environmental design.

COSEP recommended that crime prevention and safety details be integrated seamlessly into the overall design of the linear park and that important aspects to be considered included lighting, road safety and the mitigation of antisocial behaviour.

### Recommendations

Key COSEP recommendations on crime prevention and safety included:

- Lighting will enhance passive surveillance and increase user safety in the linear park. Lighting design should be sensitive to local wildlife and consider light spillage to nearby residential areas e.g. the design should include low level lighting, sensor activated lighting or LED overhead lights.
- Increase road safety surrounding the linear park by working closely with VicRoads to ensure connections between new and existing pedestrian and cyclist

paths are safe. Considerations may include: new slip lanes and pedestrian crossings as well as the introduction of barriers between some sections of park and major roads for safety.

- All parts of the linear park should be carefully designed to mitigate antisocial behaviour e.g. avoid dead end style car parks, narrow lanes and 'hidey-holes', and carefully consider the interface between the backs of buildings and the shared user path.
- Active spaces should be designed to ensure passive surveillance at all times.

- Trees and vegetation should not impact sightlines of path users.
- Integrating location signage into the path design, so community members can easily identify their location to emergency service workers.
- The detail design of security features should be carefully considered as these items will be key features of the linear park e.g. treatment/design of security fences is an important consideration.

## 9. Maintenance

Partnerships and implementation plans for maintenance of the linear park will be key to ensuring that the new open space stays green and cared for

COSEP acknowledged that many community members were concerned about the future maintenance of the linear park. COSEP deliberations focused on the need to address these issues clearly and transparently through the development of a long-term maintenance strategy.

### Recommendations

Key COSEP recommendations on maintenance included:

- develop a long-term maintenance strategy that addresses all governance considerations, including responsibility and costs
- choose building materials that are weather resilient to minimise the risk of deterioration
- design details should include anti-vandalism measures to reduce the need for graffiti removal in the future
- the choice of trees and vegetation should consider maintenance over the life of the project e.g. mowing, trimming, plant lifecycles.

## Conclusion

COSEP brought together people from varied backgrounds and with different experiences and knowledge to discuss the design of the open space, and to ensure that community sentiment was incorporated into the design as much as possible.

The panel provided the project team with seven principles to guide the design process including: value of open space, integration, adaptability, innovation, user experience and resilience. These principles are reflected in the nine key COSEP recommendations.

In reflecting on the COSEP process, chair Tim Entwisle commented:

*"COSEP has been a successful process and led to valuable outcomes. Without exception, the panel has been constructive, creative and pragmatic. Nothing was off the table and all ideas were captured. Together the sense of 'co-design' resonated with us all and I would suggest this approach for future consultation and project development."*

Tim Entwisle





# Appendix 1: COSEP meeting dates

Since its inception on Tuesday 14 June 2016, there have been eleven formal meetings.

The following table provides a list of meeting dates and locations.

Meeting	Date	Location
1	6-8pm, 14 June 2016	Monash University, Clayton
2	6-8pm, 7 July 2016	Paddy O'Donoghue Centre, Noble Park
3	6-8 pm, 20 July 2016	Duncan Mackinnon Pavilion
4	6-8pm, 10 August 2016	Clayton Town Hall
5	6-8pm, 31 August 2016	121 Exhibition Street, Melbourne
6	6-8pm, 28 September 2016	Duncan Mackinnon Pavilion
7	6-8pm, 26 October 2016	Clayton Town Hall
8	6-8pm, 30 November 2017	121 Exhibition Street, Melbourne
9	6-8pm, 8 February 2017	121 Exhibition Street, Melbourne
10	6-8pm, 22 March 2017	Duncan Mackinnon Pavilion
11	6-8pm, 26 April 2017	Clayton Town Hall

Formal meetings ended in April 2017 – however the panel will still be assembled to meet as required through different stages of finalising the design and construction of the open space.

## APPENDICES

## Appendix 2: COSEP members

COSEP members represented a range of government, local government and community voices.

The following table provides a list of members and their respective organisation or interest.

Name/organisation	Meetings attended										
	1	2	3	4	5	6	7	8	9	10	11
Chair: Tim Entwisle Royal Botanic Gardens Victoria											
Deputy Chair: Chris Robinson Capire											
Jane Brodie – Coordinator Strategic, Design and Sustainability Planning											
Garry Brennan Senior Policy Advisor, Bicycle Network											
Jill Garner Victorian Government Architect											
Sophie Patitsas Principal Adviser, Urban Design and Architecture											
Jon Shinkfield Founding Director, Realm studios											
Paul – Community member											
Amy – Community member											
Anthony – Community member											
Matthew – Community member											
Rachel Olliver – Group Manager of Property, Environment and Sustainability, City of Glen Eira											
Matt Barbetter – Open Space Co-ordinator, City of Glen Eira											
James Kearney – Grade Separation Project Co-ordinator, City of Glen Eira											
Ossie Martinez – Director Infrastructure Services, City of Monash											
Terry Tillotson – Principal Transport Engineer, City of Monash											
Michael Walker – Universal Design expert											
Victoria Police											
Sarah Duncan – LXRA											
Brett Summers – LXRA											
Tim Griffin – LXRA											
Kirsten Bauer – Caulfield to Dandenong Alliance											
Kate Slade – Caulfield to Dandenong Alliance											
Jamie Green – Caulfield to Dandenong Alliance											

## Appendix 3: COSEP meeting summaries

Meeting	Synopsis
1	Introductory meeting: Panel members were provided with an overview of the project and the results of recent community consultation.
2	Station precincts at Carnegie, Murrumbeena, Hughesdale, Clayton and Noble Park Stations. The Level Crossing Removal Authority sought feedback from panel members on several station precinct elements including safety, lighting, graffiti management and the shared use path.
3	The shared use path along the length of the corridor, including the new sections to be created under the elevated rail and the existing sections of path. The Level Crossing Removal Authority sought feedback from the panel members on several elements associated with the shared path including: what the expected experience of the users will be, how community members are expected to use the path, the alignment of the path, associated infrastructure and location for bicycle users and the identity of the path within suburb areas and as an overall path.
4	The provisions and design of station car parking. The Level Crossing Removal Authority sought feedback on several elements associated with car parking including opportunities for additional car parking, integration of car parking with open space and car parking locations.
5	The alignment of the linear park, location of the shared use path, local connections, location of community spaces and the character and identity of the linear park. Additionally, vegetation at Murrumbeena and Noble Park Station precincts was explored.
6	Reflection in the COSEP process so far and a deliberation on vision statements for the community spaces. Small group discussions were undertaken on each of the areas, where a range of visioning ideas were brainstormed. Respondents then voted for their favourite ideas to form the four top ideas for each area. These ideas are intended to be 'instructions to the designer' when considering these community spaces.
7	Reflection on the vision statements for the community spaces developed in the previous meeting and deliberate on further ideas for the sites using urban design examples. There was also a presentation by Aaron Wallis from Playce who specialises in designing play spaces to encourage intergenerational participation. Small group discussions were undertaken on each of the areas, where a range of visioning ideas were brainstormed. Respondents used red (not so suitable) and green (suitable) dots to mark urban design reference images that stood out to them for proposed activity space.
8	The panel was provided with an update on developments in the design and test the designs were tested for points of concern or potential 'showstoppers'. Discussion also occurred on green walls and vertical gardens, which was followed by a group discussion on implications for the piers and embankments of the rail corridor.
9	The panel was provided with an update on how their comments and ideas have been implemented by the design team, and a discussion occurred on developments in planting design and creative strategies.
10	The most recent community space designs were tabled and feedback sought on any "showstoppers". Final comments were gathered and ideas were collected for the key points to cover in the COSEP report to Government. There was also a presentation from Left Under, and a group discussion on the maintenance of the open space.
11	This was the final formal COSEP meeting. The Panel was provided with updates on the linear park design, including proposals for the integration of items salvaged from Carnegie and Murrumbeena Stations into the open space. The meeting also provided an opportunity to discuss ideas for naming the 17km shared use path, and to reflect on the COSEP process.

## Appendix 4: COSEP matters raised

Table of all matters raised by COSEP.

Raised in Meeting No.	Area	Location	COSEP comment
<b>Car parking</b>			
4	All		Opportunity for markets and other activities in car parking space for when not in use.
4	All		Opportunity to close off the car park on weekends to become a community space.
4	All		The space should feel like a plaza when not used by cars.
4	All		Flexible space to allow for other uses (markets, sports etc)
4	3	Noble Park	Current design causes issues with continuity of the green spaces.
4	3	Noble Park	Consider local needs of station precinct when choosing locations for car parking spaces.
4	3	Noble Park	Consider the impacts parking will have on establishes trees at Douglas Street (near substation).
4	All		Balance green space with car parking space.
4	3	Noble Park	Retain open space through to Douglas Street improving sightlines.
4	3	Noble Park	Council would prefer mall station parking be located on the south end of the station.
4	3	Noble Park	Opportunity for car parking on IDO sites.
4	3	Noble Park	No new parking should be added at the front of the station (adjacent to existing parking).
4	All		Integrate open space with car parking space.
4	All		Opportunities to trigger behaviour change and lower car ownership.
4	2	Clayton	Provide trader parking close to Clayton Road.
4	All		Apply time limits on parking to encourage a mix of users beyond commuters.
4	All		Consider the experience of pedestrians and cyclists.
4	2	Clayton	Provide parking for dog parks.
4	All		Encourage design to provide 'transitional' spaces.
4	1		Consider flood risks at west end of the area (conversations with Melbourne Water).
4	1		Reduce embankment to allow for more open green space.
6	2	Clayton	Smaller sections of parking, rather than one large section.
10	All		Car parking –need to soften it, make it multi-use and greener
4	All		Distribute Water Sensitive Urban Design (WSUD) throughout rather than an 'end of line' solution.
4	All		Stagger car parking and green spaces intermittently (integration).
4	All		Blur the lines between car park and open space.
4	All		Minimal car spaces as trigger for behaviour change.
4	All		Provide share car stations.
4	All		Parking only for people with a valid Myki.
4	All		Provide charging stations for electric cars.
4	All		No need for additional car parking spaces – this direction is purely political.
4	1		Proposed layout of parking is too narrow and could be unsafe.

Raised in Meeting No.	Area	Location	COSEP comment
4	1		Explore opportunities for offset parking elsewhere in a wider space.
4	1		Consider the environmental impacts of the embankment and incorporate WSUD elements.
4	All		Provide transitional spaces that integrate open space and car parking.
4	All		Opportunities to identify larger spaces (including land acquired through the Voluntary Purchase Scheme) along the corridor to consolidate parking, rather than small awkward pockets.
4	1	Hughesdale	Opportunity to provide 'offset' parking at other stations (like Huntingdale).
4	All		Integrate car parks with WSUD elements.
4	All		Consider bicycle access and connection.
<b>Vegetation</b>			
2	1	Carnegie	Maximise greenery for the residents, particularly in Morton Avenue.
2	1	Carnegie	Consider placing large deciduous trees in the secondary village plaza.
2	All		The station plazas provide a key opportunity for deep rooted tree planting.
3	All		Investigate design of 'green fingers' spilling out of the park into the neighbourhood
3	3	Noble Park	More River Red Gums
4	3	Noble Park	There are large river red gums in the area that should be preserved.
5	All		Introducing diverse species selection
5	All		Introduce diverse and engaging tree species selection
5	1		Match some of the previous tall gums into the new precinct and canopy potential
5	1	Carnegie	Introduce 'Jacaranda' and Cherry Blossom in Carnegie Library area, connecting to existing plantings in nearby streets
5	1		Vegetation to be arranged in formal layout in the more maneuverable parts of the corridor
5	1		Canopy type trees are preferred
5	1		Consider introducing Manchurian Pears, again linking to existing streetscapes
5	1	Murrumbeena	Boyd Park Urban Forest should blend into the linear park
5	All		Path planting to effectively screen or 'choreograph' the experience by users
5	All		Relocation of underground powerlines to provide opportunity for high canopy trees
5	2	Clayton	Consider integrating the existing tree and vegetation strategies (City of Monash) into new design scheme
5	All		Planting trees of varying heights and maturity (diversity), using a diversity of plant stock
5	2	Clayton	Selection of plants & trees should be generic – not to suit only the current population due to changes of demographic over times (looking beyond current condition)
5	All		Options of planting semi-matured & mixed-aged trees
5	2	Clayton	Refer to City of Monash street tree strategy for palette of trees
5	2	Clayton	Planting more mature tree stock while waiting for seeds to grow (from Avenue of Honour)
5	2	Clayton	Opportunity to plant on the other side of the road of Haughton Road
5	2	Clayton	Integrate the existing trees into the new design scheme

Raised in Meeting No.	Area	Location	COSEP comment
5	2	Clayton	Include in the replanting of the Clayton Ave Honour avenue adjacent to Kanooka Rd a few individuals of the original 1918-planted oak species (Quercus faginia, Portuguese Oak) in addition to the cuttings made from the remaining English Oaks.
5	3	Noble Park	Appreciating the existing plants and trees also reintroducing local trees
5	3	Noble Park	Opportunity to reintroduce green foliage along the corridor
5	3	Noble Park	Focus on the grander, larger, bolder landscape and tree selection
5	3	Noble Park	Enhance and strengthen current landscape character, adding more green and shaded trees e.g. canopy trees
5	3	Noble Park	Introduce diversity & resilient tree species
5	3	Noble Park	Consider introducing pops of colours for plant & tree species
5	3	Noble Park	Consider to borrow and frame 'amenity' from neighbouring streets, canopy and landscape
5	3	Noble Park	Ensure vegetation surrounding civic spaces provide adequate shade.
5	3	Noble Park (close to Railway Pde)	Plants and trees to be arranged in clusters in discrete locations
5	3	Noble Park (close to Thompson St — Douglas St)	Opportunity to replant more river red gums to replace those lost
5	3	Noble Park	Introduce good local park setting with trees and seating
5	3	Noble Park	Explore opportunity to replant more river red gums (socially and culturally important to the community) to replace those lost @ Thomas St – Douglas St
6	1		Restaurants should grow herbs along the corridor.
8	1	Carnegie	Opportunity for large trees at fitness station east of Carnegie Station
8	All		Plant tree species that attract bird life — living/wildlife corridors
8	1		Climbing vegetation on patchwork fencing areas
8	2	Clayton (Clayton Road)	Further tree planting south of the multi-use courts
8	3	Noble Park (Chandler Road)	Landscaping to buffer at corner at Chandler Road and Railway Parade
8	All		Creeper or other suitable vegetation be considered as a covering for piers and retaining walls throughout, but in a landscape context and allowing for surfaces to stand alone if vegetation failed or was deemed in time to be unsuitable
8	All		Potential to leave piers untreated if the concrete is of sufficient quality
8	All		COSEP supported the concept of a River Red Gum motif at key points along the corridor, accepting that this would only be suitable in certain areas
8	All		Important that the corridor is living and attracts bird life
9	All		The premise of the linear park is to plant trees of scale and shade
9	All		Concerns were raised that the current vegetation outcomes of the project are not consistent with the original promise that rail over, resulted in taller trees being re-planted
9	All		COSEP sentiment to have River Red Gums re-planted and creepers installed is echoed by the community
9	All		Vegetation to attract fauna and birds

Raised in Meeting No.	Area	Location	COSEP comment
9	All		Shrubs and low lying vegetation are an important part of the design
10	All		Young (therefore smaller) trees will generally grow better
10	All		Education for the broader community on how trees grow will create greater understanding of the project team's decisions
10	All		Suggestion – produce images showing tree growth at different stages, engage with community expectations, show a timeline
10	1	Carnegie (Koorngang Road)	Include greenery access points at Koorngang Rd
5	All		Incorporate local natives for heritage and biodiversity
3	3	Noble Park	This area is very different to other areas; the Red Gum is very particular to place. The 'Red Gum Forest', urban forest created to replace loss of Red Gums?
8	3		Recommend planting trees with high canopies or small shrubs in the area to ensure good sight lines
6	1	Hughesdale	Native wildlife (at Hughesdale)
11	All		Consider what vegetation will be placed against the retaining walls
3	All		Bike stations needed that include toilets, storage and drinking stations
<b>Shared use path &amp; connectivity</b>			
3	3	Noble Park	Signage when passing Mile Creek
5	1	Hughesdale	Opportunity to improve connection from Galbally Reserve to Willesden Road
5	1	Carnegie	Introducing new links into adjacent area e.g. Officeworks
5	2	Clayton	Opportunity to improve connectivity and community space
5	3	Noble Park	Consider to incorporate bike lines, lanes and markings
9	All		Way finding strategy for whole corridor is needed.
10	All		Ways to connect areas 1,2,3 are critical – all needs to be integrated
10	All		Watch out for creation of informal pathways.
5	2	Clayton	Threshold treatments in Houghton Road at Clayton and east of bypass road – improving pedestrian access
6	3	Noble Park	Noble Park Tan (running track)
6	3	Noble Park	Running track linked to community space
7	2	Clayton (Clayton Road)	Active space: Idea: Pedestrian friendly interfaces
7	2	Clayton (Clayton Road)	Active space: Idea: Permeability through existing cross streets along corridor
7	3	Noble Park (Heatherton Rd)	Active space: Suitable for: Walking and running
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Walking and running
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Seating
7	3	Noble Park (Heatherton Rd)	Active space: Ideas: Space to run – a great running track that connects to Ross Reserve
6	1		Multi-directional, supports multiple movement patterns

Raised in Meeting No.	Area	Location	COSEP comment
3	All		The group expects the SUP will be utilised by commuting cyclists, university students and destination/shopping cyclists and that the path should 'tie into the broader urban fabric'
3	1	Carnegie	A section of the track near the corner of Cosy Gum Rd was designated as a useful off-lead dog park area to slow cycle traffic along the path. This area is also 'very supportive of a nice park, informal space for ball kicking' and seating
2	1	Carnegie	Consider moving the shared path alignment to run along Woorayl Street
2	All		Consider the use of textural rumble strips or lighting to make bike users aware of transition zones
2	All		Participants felt that more reflection was required on the cyclists' experience. Some suggestions included placing bike hoops near busy areas and seating, installing low lighting along pathways and raised platform crossings for pedestrians and bikes
3	1		Consider relocating the SUP to side the south
3	All		Concerns were raised that 'potentially we'll create a cyclist race track' and about how the design is 'encouraging users other than cyclists'. The path should be widened large enough to avoid bottle necks in congested/tight areas
3	1	Carnegie	Potential for pathway for cyclists to be adjacent to Princess Hwy would allow for more open space for park area to encourage other users on Girdwood Avenue
3	1	Carnegie	Morton Ave and the Carnegie Station Precinct have been marked as a 'uni destination' and should be a 'shared space, flat, slow speeds'
3	1	Carnegie	The existing fence running from Egan Street along the path should be upgraded to match the Linear Park fence
3	All		Path needs to be large enough to avoid the concrete join being near the 'tyre line'
3	2		Improve the path quality on the embankment
3	All		Consider providing facilities for long distance cyclists -drinking fountains, toilets in highly visible areas
3	All		Provide signage to nearby toilets
3	2	Clayton	It was suggested that the path alignment be changed between Flora Rd and Madeline Rd. Basis: the confined space that will be available between the back of kerb and the concrete retaining wall is insufficient and will place the shared user path too close to the roadway, making users vulnerable to travelling traffic. Relocating the shared user path to the southern side of the new rail tracks, accessing using the crossing at Flora Road, will enable a replication of the cycling environment.
3	All		Path needs to consider heavy use flowing both ways
3	All		Sharp corners will create short cuts by cyclists, ruining grassed areas ('goat tracks')
3	3	Noble Park	Capture both the informal and formal connections. There is a secondary network of shortcut paths
3	3	Sandown Park	Sandown Park underpass is not currently adequate for cyclists
3	3	Noble Park	Potential for path to be nearer to Ross Reserve

Raised in Meeting No.	Area	Location	COSEP comment
3	N/A	Oakleigh	At Oakleigh the intention is to remove the southern rail track to create space for the shared user path to connect from Richardson Street to the pedestrian underpass at Oakleigh Station which would then enable access through the car park to the shared user path along the northern side of the rail line. The head clearance is too low and the access ramps are too narrow for shared user path purposes. With the southern track and station platform at Oakleigh becoming redundant, it is recommended that the shared user path continue across the front of the southern edge of the station and under the Hanover Street bridge to then cross back to the northern side of the rail line at a suitable location where a new at grade crossing can be installed.
4	3	Noble Park	Improve sightlines for cyclists and pedestrians using the shared path
6	2	Clayton	A continuous flow of shared paths along the corridor, without barriers which cause stopping and starting
8	1	Carnegie	Link Gibson Street to East Caulfield Sports precinct
8	2	Clayton	Shared user path location
8	2	Clayton	Connection to Oval south west of Clayton Station
8	2	Clayton	Move SUP to south of corridor and connect at Flora Street
8	2	Oakleigh	Better connection to Oakleigh (connect the missing SUP sections)
8	3	Noble Park (Chandler Road)	Concern around the creation of 'goat tracks' that lead nowhere
8	3	Noble Park (Chandler Road)	Consider crossings at Railway Parade
5	2	Clayton	Consider moving SUP to south side (Haughton Road)
3	All		The group suggested 'cat's eyes' to illuminate the paths in conjunction with low height lamp posts in place of regular street lighting
11	1		How will the surrounding businesses (who have their back to linear park) be addressed by the linear park?
11	All		Emergency signage: what markers will people use to call for assistance? e.g. numbers on pylons, visual cues. These should be integrated into infrastructure e.g. embedded into the footpath.
11	All		Always consider the opportunities outside the corridor. Look at neighbouring areas, this is not a thin film set.
11	All		Development of these areas does not stop with this project. Important to consider future projects now- this is the time to make change (it is cheaper to do everything at once).
11	1	Oakleigh	Oakleigh Station SUP is awkward, current solution isn't good enough. This is a 'showstopper'. The awkwardness of the SUP will stick in people's mind and take away from the linear park as a whole. Should be added as an extra/future project, additional funding will be needed to make this change.
11	3		More connection to road network is needed e.g. at Forster Street, Shirley Street and Lesley Crescent.
11	3		Need to carefully consider the interface between SUP, the underpass and retaining walls.
11	3		Mile Creek Crossing needs experiential consideration; should be recognised as part of the journey e.g. need colour, surface change to mark creek location.
11	All		Connections are important, we should create fingers that reach out into residential areas.

Raised in Meeting No.	Area	Location	COSEP comment
11	All		The quality of existing bicycle paths needs to be improved to match the quality of the new SUP i.e. improve the 'in-between bits'.
11	All		This whole project has opened the door to allow Local Government to have a greater say, and provided options for Local Government to extend on projects and ask for funding e.g. to make the roundabout at Heatherton Road safer.
11	All		There are projects outside the scope of this project that will be important to the final outcomes of the linear park e.g. making Heatherton Road roundabout safer, upgrades to existing sections of SUP and creating connection with surrounding streets
11	1	Oakleigh	The bend in the SUP at Oakleigh Station is a showstopper and needs to be reconsidered
<b>Place-making</b>			
6	3	Noble Park	Node at underpass – school children, point on journey, not just an engineered solution
7	3	Noble Park (Heatherton Rd)	Active space: Ideas: There is something beautiful about providing a space to sit and watch
6	3	Noble Park	Nodes need to link to themes of the whole corridor
7	2	Clayton (Clayton Road)	Active space: Idea: The social heartbeat of Clayton
7	3	Noble Park (Chandler Road)	Active space: Ideas: This space needs a vibrant identity
10	All		Balance of passive and active space
3	All		Consider the whole track as one identity, with 'local precincts'
3	All		Mitigating suggestions were made to create 'comfort zones' including break-out areas and rest areas incrementally along the path
3	All		Local children should be involved with the park, 'hand prints and artwork', story-telling opportunities on pylons along the path
3	All		Create a purposeful meandering path to add to the journey. Don't meander for no reason
3	All		Users will need/ want connectivity between sections
3	All		The path should meander with purpose and provide an experience for cyclists, not just slow them down
3	All		Carefully design the 'architectural moments' and character zones to create a journey experience for the train passengers and the SUP users. Consider the quality of the roofs of the surrounding houses
5	All		Consider reflection of local community on the overall design theme
5	All		Embrace and complement the existing local landscape
5	2	Clayton	Consider how character might reflect multicultural Clayton – lots of international students (Monash Uni.) also could be mix palette – but not just a literal interpretation of local culture
5	2	Clayton	Laneway activation – consider integration with proposed 'Indian' theme (a street nearby currently has Indian mural)
5	2	Clayton	Introduce murals on pylons to tell stories about the place and community (local community and RSL theme)
5	2	Clayton	Design to acknowledge RSL interest, to consider it a place of reflection, of quiet and refuge
5	3	Noble Park	Passing on generational legacy – creating places suitable for "weddings in the future"

Raised in Meeting No.	Area	Location	COSEP comment
5	3	Noble Park	Consider high impact, memorable design
6	1		Peaceful, established and formal
6	1		Calming spaces near quiet residential areas
6	2	Clayton	Engaging 'heart' of Clayton
6	2	Clayton	Vibrant, connected, active, bold and multi-cultural
6	2	Clayton	A calm gathering place (at the local node near Centre Rd)
6	2	Clayton	Welcoming and flexible (at Station precinct)
6	2	Clayton	A sense of sophistication
6	2	Clayton	Reflective area at the community node
6	2	Clayton	Celebrate multicultural Clayton
6	3	Noble Park	A gateway – sense of arrival. I have arrived.
6	3	Noble Park	Exploration and curiosity
6	3	Noble Park	Active, vibrant, inclusive
9	All		The linear park should be connected to the surrounding neighbourhood
9	All		Use of recycled materials important
9	All		Community should be made aware of a sustainability narrative
10	All		Build in a narrative of community view and local identity
10	All		Local and regional considerations need to be included in open space design
10	All		Remember to create a narrative throughout the open space
10	All		Include indigenous story lines
10	All		Need to remember the whole project narrative and experiential nature of the open space
10	All		Local stories/narrative should be considered at a macro scale, not only at a micro scale in the details
3	3	Noble Park	Architectural moments, opportunity for a zone of influence
3	3	Noble Park	Underpass structure and bridge is appropriate for architectural moment (middle of Red Gum Forest)
3	3	Noble Park	Need to extend CALD into place making?
2	1	Murrumbeena	Weave in stories and heritage, particularly connections such as those with the Boyd family. Seek insight and stories from local residents
2	All		All station precincts need to be researched for their histories and then use that history/content as a concept driver or poetic overlay. This anchors each place in community history and fosters/engenders delight!
3	All		The park should re-tell the history of the area along the SUP
3	All		Build on the rail heritage to create identity
3	All		Use rail heritage and infrastructure to give the path identity through the Linear Park
3	All		Make rail travel 'sexy' and recognise and celebrate the fact that the path is a rail corridor
3	All		Use lighting to invigorate the journey
3	All		Lighting should be used to enhance experience, not just functional
3	3	Noble Park	Architectural moments to be lit
3	All		The SUP should have a single name, perhaps 'CDF to DNG track', 'Sky Rail Trail/ Sky Trail' – maybe have precincts along 'single path'

Raised in Meeting No.	Area	Location	COSEP comment
3	All		Signage should mimic train journey, for example 'Next stop Oakleigh' and provide distances
6	1		Multicultural, urban, foodie, attractive
11	2	Clayton	Cultural diversity of Clayton: remember the park needs to be used by a diverse community.
11	All		Make sure recycled timber is used differently at each node to create variation and identity. Need to avoid being 'too repetitive' with materials. The design language needs to translate into the design details, creative thinking is needed.
11	All		Detail of retaining wall material: need to make sure the material choice is not too bland. Some of the examples shown are more graphic and interesting than the chosen material.
11	All		Final choice a 'timid' response, is this the right solution?
11	All		What is the narrative behind the material choice?
11	All		Depth, colour, shadow, texture all should be considered. (retaining walls)
11	All		Suggestion: salvage the boom gates and re-use in design. They form part of the 'place memory' and could form part of an art installation e.g. crane ballet in Berlin.
11	All		The Victorian Language Group should be contacted to guide research on Indigenous place names for the SUP
11	All		Place-making and experiential considerations should remain front of mind when finalising design details for the project
11	All		The idea to name the SUP an aboriginal word for connecting/connection was favoured by COSEP members.
<b>Community spaces</b>			
6	2	Clayton	There is a lack of community playgrounds in Clayton
6	3	Noble Park	The best playground in Melbourne
6	3	Noble Park	Fitness opportunities for older people
6	3	Noble Park	Intergenerational inclusion around skate park
6	3	Noble Park	Free activities to include families of lower socioeconomic backgrounds
7	1	Carnegie (Koornang Road)	Active space: Suitable for — Climbing walls.
7	1	Carnegie (Koornang Road)	Active space: Suitable for — Multi-use courts (like a table tennis table)
7	1	Carnegie (Koornang Road)	Active space: Suitable for — Skateable plaza elements and public art
7	1	Carnegie (Koornang Road)	Active space: Not suitable for — Children's play areas and nature play
7	1	Carnegie (Koornang Road)	Active space: Not suitable for — Formal skate park
7	1	Carnegie (Koornang Road)	Active space: Not suitable for — Dog parks
7	1	Carnegie (Koornang Road)	Active space: Idea: Flexible, imaginative space that isn't prescriptive to encourage engagement from all ages

Raised in Meeting No.	Area	Location	COSEP comment
7	1	Murrumbeena (Riley Reserve)	Active space: Suitable for: Nature play and all ages activities
7	1	Murrumbeena (Riley Reserve)	Active space: Suitable for: Seating and sheltered gathering spaces
7	1	Murrumbeena (Riley Reserve)	Active space: Suitable for: Dog park
7	1	Murrumbeena (Riley Reserve)	Active space: Not suitable for: Formal skate park
7	1	Murrumbeena (Riley Reserve)	Active space: Idea: Images from Royal Park 'Nature Play' were favoured
7	1	Murrumbeena (Riley Reserve)	Active space: Idea: Area for fitness activities such as an obstacle course
7	2	Clayton (Clayton Road)	Active space: Suitable for: Spaces for all ages and abilities
7	2	Clayton (Clayton Road)	Active space: Suitable for: Spaces for older children
7	2	Clayton (Clayton Road)	Active space: Suitable for: Gathering spaces
7	2	Clayton (Clayton Road)	Active space: Not suitable for: Nature play
7	2	Clayton (Clayton Road)	Active space: Idea: Different elements for a range of uses – passive quiet to lively and vibrant
7	2	Clayton (Clayton Road)	Active space: Idea: Fitness train
7	2	Clayton (Clayton Road)	Active space: Idea: Flexible spaces for events
7	2	Clayton (Clayton Road)	Active space: Idea: Spaces to encourage social interaction
7	3	Noble Park (Chandler Road)	Active space: Suitable for: Spaces for all ages and abilities
7	3	Noble Park (Chandler Road)	Active space: Suitable for: Multi-use courts
7	3	Noble Park (Chandler Road)	Active space: Suitable for: Skate plaza
7	3	Noble Park (Chandler Road)	Active space: Suitable for: Community gathering spaces
7	3	Noble Park (Heatherton Rd)	Active space: Suitable for: Multi-use courts
7	3	Noble Park (Heatherton Rd)	Active space: Suitable for: Nature play
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Multi use courts
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Gathering spaces and space for group activities

Raised in Meeting No.	Area	Location	COSEP comment
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Dog parks
7	3	Noble Park (Chandler Road)	Active space: Not suitable for: Nature play
7	3	Noble Park (Heatherton Rd)	Active space: Not suitable for: Fitness stations
7	3	Noble Park (Heatherton Rd)	Active space: Not suitable for: Passive gathering spaces
7	3	Noble Park (Heatherton Rd)	Active space: Not suitable for: Community gardens
7	3	Noble Park (Chandler Road)	Active space: Ideas: Low key, skate-able spaces that aren't overly prescriptive and deliberate
7	3	Noble Park (Chandler Road)	Active space: Ideas: Hangout for active 'tweens' and high school aged kids to socialise
7	3	Noble Park (Heatherton Rd)	Active space: Ideas: Encourage skating – but focus on key areas so it does not dominate the space
8	1	Carnegie (Koornang Road)	Include a rock climbing wall on back wall of sports court
8	1		Council not supportive of dog park
8	3	Noble Park (Chandler Road)	Ensure basketball courts can be used for multi-purposes
8	3	Noble Park (Chandler Road)	Half size courts and option
8	3		Important for these spaces to be multi-generational
10	All		Make it clear people can use sports courts when they aren't booked.
10	All		Booking spaces requires lots of organisation and creates sense of exclusivity; pleased to hear that most sporting facilities likely to have general access at most times
2	3	Noble Park	Skating was considered significant for this Precinct and was tabled to discuss in further meetings
5	All		Consolidating exercise equipment (not dotted around) and marker post (km) for runners
5	1	Carnegie	Opportunity for Community Space (Carnegie Station) – providing activities and equipment to encourage people to stay and hang out e.g. chess board and table tennis
5	2	Clayton	Opportunity for more active, urban and high energy community space (Haughton Road)
5	2	Clayton	Opportunity for Night Hawkers Market
5	2	Clayton	Space needs to be flexible in use (multi-use)
5	3	Noble Park	Opportunity to create a more active 'play space'
2	1	Carnegie	Integrate a shared space at Morton Ave

Raised in Meeting No.	Area	Location	COSEP comment
3	1	Carnegie	The sports pavilion at the end of Lorne St should be made into a destination for users, adding more open space to the track (this comment refers to the pavilion at East Caulfield Reserve)
3	3	Noble Park	Potential for a sporting hub
3	3	Noble Park	Potential for a CALD community 'layer'
3	All		'Linear park encourages exercise pit to stop clusters' — This comment refers to the distance between exercise pit-stops along the linear park.
3	3	Noble Park	Fitness opportunities and place making at Ross Reserve
5	All		Slides down embankment side for children to play on
5	1	Murrumbeena	To keep Riley Reserve as passive reserve (no SUP through the reserve)
6	1	Carnegie	Community space near Carnegie Station as an arrival point – safe and inviting.
8	1	Carnegie (Koornang Road)	Urban plaza across intersection of Koornang Road and Egan Street
8	1	Carnegie	Include a bike fixing station near fitness stations at Cosy Gum Road
8	3	Noble Park (Chandler Road)	Council concerned that basketball courts location is too close to a main road.
10	All		Pocket parks with Wi-Fi access are a good idea.
3	3	Noble Park	Potential to upgrade existing playground rather than build new
6	1	Hughesdale	Additional local node at Galbally Reserve
7	1	Carnegie (Koornang Road)	Active space: Idea: Seating locations to consider sunlight
3	3	Noble Park	Seating area required
8	1	Carnegie	Space near Dudley Street Public toilets is uninviting
6	3	Noble Park	A fenced dog park at the local node near the station precinct
6	3	Noble Park	Chandler – BBQ, passive, gateway, integrated with shops
7	1	Carnegie (Koornang Road)	Active space: Idea: Places to people watch
7	1	Murrumbeena (Riley Reserve)	Active space: Suitable for: Tan' style running track
7	3	Noble Park (Ross Reserve)	Active space: Ideas: Installing signage at community spaces and along the linear path which indicates how long until the next train arrives
6	3	Noble Park	Integrate with the area adjacent to the skate park
<b>Station Precincts</b>			
6	1	Carnegie	Activation at Carnegie Station – lighting, interactive frontages, movement
2	1	Murrumbeena	Consider how the Precinct can host events to attract people to the area. Some suggestions included arts and craft markets (similar to St Kilda foreshore), busking (in the village plaza), and 'White Night' type projections onto the station (potentially of local artwork). Short-term activation of these ideas could be trialled by Council and other organisations.

Raised in Meeting No.	Area	Location	COSEP comment
2	1	Murrumbeena	Consider how the redevelopment can revitalise the area, including retail and community activity. One suggestion was to block part of Neerim Road to vehicle traffic to enhance the village feel.
2	1	Carnegie	A popular shortcut into the station was identified from the west side of Koornang Road
2	1	Murrumbeena	Support was found for the inclusion of a secondary entrance to the station. Participants felt that it enhances connections between the areas and shops
2	1	Murrumbeena	Support was found for the location of the village plaza
2	1	Hughesdale	An alternative entrance was raised for consideration from the Boyd Park side of the Station
2	1	Carnegie	Design a Precinct that allows for a potential future extension of the No. 67 tram route
2	2	Clayton	Clayton Station IDO: Plan for an active retail frontage, both in the short and long-term; ensure provision for future retail development
2	2	Clayton	Further thinking is required on how bus users will interact with other users
2	3	Noble Park	Pedestrian traffic is very high from West Reserve. A visual connection is important from Douglas Street across to the Aquatic Centre
2	3	Noble Park	The project team should consider if they would like the Precinct to be skate friendly, or discouraging skating as the skaters exit the train toward the skate park
2	3	Noble Park	Integrate skating features if possible to prevent damage, such as grind lines on the edge of the path
5	1	Hughesdale	Opportunity for a 2nd entrance at Hughesdale Station Precinct to celebrate the natural heritage at Boyd Park
5	1	Carnegie	Future Development Opportunity adjacent to Car Parking area and Carnegie Station – to keep this open space
6	1	Murrumbeena	Murrumbeena Station – bringing together both sides of the track to form a unified shopping precinct
8	3	Noble Park (Ross Reserve)	Opportunity for this precinct to be a gateway for the area – include grand lighting and art installations
2	1	Hughesdale	Move service box away from the area adjacent to Boyd Park to allow for future connections and a stronger connection to the Park
2	1	Murrumbeena	Consider opportunities to integrate existing station buildings which may have some value to local heritage character
2	1	Murrumbeena	Use the development to enhance the 'village feel' of Neerim Road
6	1	Hughesdale	Development near Hughesdale station to form a vibrant shopping area
<b>Creative strategy</b>			
7	1	Murrumbeena (Riley Reserve)	Active space: Not suitable for: Public art
7	2	Clayton (Clayton Road)	Active space: Suitable for: Public art and seating
7	3	Noble Park (Ross Reserve)	Active space: Suitable for: Public art
8	2	Clayton (Centre Road)	Arts and craft opportunities at Nature play space
3	All		Storytelling pylons
5	1	Murrumbeena	Opportunity for arty area near Murrumbeena
9	All		Don't constrain curator- an aspirational role

Raised in Meeting No.	Area	Location	COSEP comment
9	All		Seek out conceptual approaches
9	All		Engaging a curator; Make your own brief, expressions of interest
9	All		Multicultural themes should feed into process
9	All		Art overlay needs to be taken very seriously
9	All		Art should create a story along the path, and should be a curated process
9	All		Styles of art need to be categorised: community art is different to professional art
9	All		Temporary art with community buy-in e.g. Herald Sun Art Show, Sculpture by the Sea
9	All		There should be different 'layers' of art: graphics, community, interpretation, professional
3	All		Care should be given to existing art work (the faces) — this refers to the artwork underneath the station at Noble Park Secondary College
3	3	Noble Park	Artwork to stay and be lit
<b>Crime prevention, safety &amp; maintenance</b>			
10	All		Develop strategy for different grass types e.g. different mow lengths to make it interesting
8	All		Ensure maintenance of green spaces
6	1		Activated edges and sides, safety
7	3	Noble Park (Ross Reserve)	Active space: Ideas: Ensure good lighting
10	All		Security lights needed on sports courts
2	1	Hughesdale	Vehicles exiting the carpark onto Railway Parade may shine headlights into residential windows on the neighbouring side of the street. The group discussed potentially constructing a screen to mitigate the issue
2	1	Hughesdale	At least two narrow lanes and 'hidey-holes' exist around the station which require consideration to mitigate antisocial behaviour.
2	3	Noble Park	The design team should carefully consider the interface between the back of the buildings and the shared user path. This area may be very desirable for tagging and antisocial behaviour. Tree plantings along the wall may be a solution, however care should be taken not to interrupt sight lines.
2	All		Be aware that taggers stand on car roofs; the graffiti management solution must consider this
3	All		Low level lighting is preferred
8	3	Sandown Park	Concerns around anti-social behaviour at embankment which is near to public housing at Sandown park. Potential for this to become a loitering area as there is a lack of passive surveillance
10	All		Shared path needs to cater for maintenance access and emergency vehicles e.g. detail underneath path to hold vehicle weight
10	All		Emergency access very important
10	All		Include lighting detail on plans when showing to community as this was a major community concern
2	1	Carnegie	There is a potential need for more pedestrian crossings across Koornang Road
3	All		Lighting should be confined to SUP and be very sensitive to local wildlife, potentially sensor activated lighting (see European examples)
3	All		LED overhead lights would better control light spillage

Raised in Meeting No.	Area	Location	COSEP comment
8	3	Noble Park (Ross Reserve)	Lighting of these spaces a major concern from council
8	3		Street lighting will be important for passive surveillance
3	2	Clayton	Are slip lanes needed at the Centre Rd intersection? Need a direct link across Centre Rd to make accessible, easy and safe for cyclists (and pedestrians)
3	3	Noble Park	Safety flagged as a concern adjacent Lightwood Rd
4	All		Safety through provision of CCTV, lighting and landscaping
4	All		Concerns around the safety and convenience of 'dead-end' style car park
6	3	Noble Park	Safety concerns around Heatherton Rd – include VicRoads in the conversation
8	3	Noble Park (Heatherton Road)	Roundabout to the south a main safety concern, due to traffic speed likely to increase once the level crossing is removed. It will be important to ensure that there is a safe place to cross
8	3	Noble Park (Ross Reserve)	Include barriers for children between major roads
8	3	Noble Park (Ross Reserve)	Anti-social behaviour near the skate park a concern from council
8	3	Somers Street	Safety and clear sightlines at Somers Street important
6	1		Well-lit and vibrant at night
11	3		Douglas Street: hard edges (near school) need sensitive treatment to inspire visual intent and prevent vandalism.
11	All		Maintenance of the current material choice is an issue i.e. graffiti
11	All		Longevity and maintenance is an important consideration in material choice, especially for fitness equipment.
11	All		Material choice should take weather and vandalism resilience into consideration
11	3		Safety of the downhill section of the SUP near the underpass should be considered.
11	All		Treatment/ design of security fences are an important consideration. Details such as these are 'the jewellery' of the linear park.
Other			
2	1	Carnegie	The area indicated for development (IDO) at Carnegie should be retained as open space and the trees that are protected
2	1	Carnegie	More detail is required on exactly how the IDO, shared path and community nodes work
3	All		The project promotes provision of a continuous 17 km shared user path from Caulfield to EastLink and a new 3m wide with 0.5m side clearances will be constructed where the rail is elevated. There are "in between" lengths of shared user path, historically installed by Council(s) where constraints could not be avoided and/or the old 2m width (which was once the typical standard) no longer meet today's requirements and unless upgraded to match the new installations may be seen as a project oversight. The purpose of the shared user path is to promote alternative modes of transport and if we want the new sections to reap the benefits intended, the "in between" bits need to match and not be a disincentive.
8	1	Carnegie	Some residents like Girdwood as a one-way street as is currently
8	2	Clayton (Centre Road)	Lighting and community garden
8	2	Prince Charles Street	Possible threshold at Prince Charles Street

Raised in Meeting No.	Area	Location	COSEP comment
8	3	Noble Park (Chandler Road)	Concerns regarding the link road
10	All		Consideration of nearby areas that are outside the project scope is important e.g. connections and links between sections of open space that are part of the LXRA project and those that are not
10	3	Heatherton Rd (Noble Park)	Heatherton Road: consideration of future roundabout, what to do in the interim
10	All		Add location diagrams or aerial image to corner of plans to give residents context
3	3	Noble Park	Crossing at Thomas St needs to be sensitive to school
5	2	Clayton	Provide safe & single stage crossing point at Centre Road
10	All		Need strong rationale for why decisions have been made; explain why certain things have and haven't been included in the final design
10	All		Evocative images are needed. Some current images are too simple and stripped of evocative nature. Artist impressions sometimes lose essence and create the wrong expectations
6	All		Project legacy – form urban design guidelines that can be adopted by other areas
3	3	Noble Park	Ross Reserve – suggestion that the current design be reconsidered to incorporate the existing very good masterplan
10	All		Buildings surrounding open space may change use e.g. some warehouses may become retail spaces. Design should be flexible to incorporate these changes
11	All		This whole project has opened the door to allow Local Government to have a greater say, and provided options for Local Government to extend on projects and ask for funding e.g. to make the roundabout at Heatherton Road safer.
11	All		There are projects outside the scope of this project that will be important to the final outcomes of the linear park e.g. making Heatherton Road roundabout safer, upgrades to existing sections of SUP and creating connection with surrounding streets



LXRA0754

**ITEM 9.14      MAV STATE COUNCIL MOTIONS**

**Author:**              *Janice Pouw – Co-ordinator Councillor Business*

**File No:**              *N/A*

**Attachments:**      *MAV State Council Motions*

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**PURPOSE AND SUMMARY**

For Council to note the State Council motions.

**RECOMMENDATION**

That Council notes this report.

**BACKGROUND**

At the 13 December 2016 Special Council meeting, Council resolved to appoint Cr Margaret Esakoff as Council's Municipal Association of Victoria (MAV) representative with Cr Nina Taylor appointed as the substitute representative. Cr Esakoff or Cr Taylor will attend the MAV State Council meetings to advocate and vote on behalf of Council.

**ISSUES AND DISCUSSION**

Council's may submit resolutions of their Council as a Motion (Attachment 1) to be considered at the State Council meeting.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

There are no financial, resource or asset management implications associated with this report.

**POLICY AND LEGISLATIVE IMPLICATIONS**

There are no policy or legislative implications associated with this report.

**COMMUNICATION AND ENGAGEMENT**

There was no communication and engagement associated with this report.

**LINK TO COUNCIL PLAN**

Theme Five: Informed and Engaged

A well governed Council that is committed to transparency and engages residents in decision-making.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

It is intended that Council notes the MAV State Council Motions attached to this report.

### **MAV STATE COUNCIL MOTIONS – OCTOBER 2017**

No. of Motion	Name of Motion	Motion	Council	Does GECC currently intend to vote in favour of the motion		Comments
				Yes	No	
1	Insuring Community Assets	That the MAV advocate to the State Government for the onus of insuring community assets located on state government land to be shifted from local government to State Government.	Loddon Shire Council		✓	Officers assume this might be referring to situations where Councils are given Committee of Management rights over Crown Land. If this is the case, Local Councils should be insuring the community assets they install.
2	Southern and other Metropolitan Partnerships	That the MAV, call upon the Minister for Suburban Development the Hon Lily D'Ambrosio, to formally recognise the important role Councillors play in Local Government decision making and the need for more opportunity for Councillor involvement in Metropolitan Partnerships and the Southern and other Metropolitan Partnerships by expanding the current representation on the partnerships to include Councillors from each municipality in addition to their CEOs.	Frankston City Council	✓ with amendment		Amendment Motion to include: 'a Councillor representative from each Municipality in addition to the Chief Executive Officer.
3	Systematic Decimation of Local Government Decision Making and Autonomy	That the MAV express its dissatisfaction with the apparent ongoing diminishment of the autonomy of Local Government by successive Ministers over a broad range of portfolios and initiate discussions with the Victorian	Frankston City Council		✓	

		Premier and Minister for Local Government with a view to improving and enshrining the powers of Councils to make and implement decisions for the betterment of their local communities without State intervention and or control.				
4	Lack of Compensation Provided to Councils on State Government Fees and Levies	That the Municipal Association of Victoria (MAV) State Council, calls upon the State Government to provide appropriate compensation to Local Government on imposed fees and levies.	Frankston City Council		✓	
5	Induction program for Councillors	That the MAV call on the State Government to: 1. Fund a mandated induction program for Councillors; 2. Require all Councillors to participate in the induction program; and 3. Appoint an independent delegated representative to conduct the program.	Mount Alexander Shire Council / Mitchell Shire Council	✓		
6	Local Laws Penalty Provisions	That the Municipal Association of Victoria calls on the State Government to: 1. Review the penalty provisions set out in the Local Government Act, 1989 for local laws. 2. Increase the maximum penalties set out in the Act for contravention of local laws.	Boroondara City Council	✓		Agree - Penalties are too low and do not act as a deterrent
7	Affordable	That the MAV call on the State	Manningham City	✓		In the Council and Community Plan

	Housing	Government to secure project funding as part of the comprehensive suite of mechanisms to address the shortfall in affordable housing, specifically the low to moderate income/key worker housing deficit.	Council			2017-2021 one of the 2017-2018 commitments is to “... develop a statement of commitment on housing affordability and work with neighbouring councils to develop a regional perspective.
8	Municipal and Industrial Levy Funds and Kerbside Waste Recycling	That the Municipal Association of Victoria and member Councils: Support Bass Coast Shire Council's request to the State Government regarding how the Municipal and Industrial Landfill Levy funds collected will be invested back into the waste industry to find new technologies and undertake research, development and delivery to address the failures of the waste market to properly process, recycle and reuse materials collected through kerbside waste management programs.	Bass Coast Shire Council	✓		
9	Graffiti removal	That the MAV negotiate with all public asset owners to improve graffiti removal service levels (either directly or by contracting individual councils to do on their behalf) to a level consistent with community expectations, and report back to a future MAV State Council on the result.	Port Phillip City Council	✓		
10	Advocating for improved land use planning guidance to facilitate	That the MAV work with Councils and the Victorian Government to develop guidance that will support land use planning decisions that facilitate implementation of	East Gippsland Shire Council	✓		

	renewable energy investment	appropriate renewable energy technology strategy and investment to support a transition to more energy efficient, reliable and low carbon communities.				
11	Integrated Transport Strategy for Victoria	That the MAV State Council call on the Victorian Government to deliver an integrated transport strategy, including a freight plan, for Victoria as required under the Transport Integration Act 2010.	Melbourne City Council	✓		
12	Public housing in smaller communities	That the MAV lobby the Victorian State Government for a greater share of public housing for small rural communities so that support for our society's most vulnerable is more equitably shared across the State.	Swan Hill Rural City Council	✓		
13	Trial for a Medically Supervised Injecting Facility in Richmond	That the MAV: 1. Notes: That there were 172 lives lost from heroin overdoses in Victoria in 2016; • The two Victorian Coroner's reports recommending a trial of a Medically Supervised Injecting Facility (MSIF) in Richmond; • The strong community campaign, including a recent 600 strong rally, conducted by residents and traders advocating for a MSIF in Richmond; • That the Medically Supervised Injecting Facility in Kings Cross in Sydney has operated for 15 years, has managed over 6,000 overdoses without a single	Yarra City Council		✓	Not State Council business. Individual Council issue.

		<p>fatality, has reduced needles and syringes on the street, has reduced the number of ambulance callouts to overdoses and reduced incidents of members of the community being exposed to scenes of overdose and drug use;</p> <ul style="list-style-type: none"> <li>• The pressure placed on emergency services in managing otherwise avoidable overdoses, preventing them from attending to other emergencies;</li> <li>• The overwhelming support from public health professionals for a MSIF including research conducted by the Burnet Institute;</li> <li>• That drug addiction is a health problem and that the function of an MSIF is to minimise harm and refer users to health experts to manage the causes of their addiction;</li> </ul> <p>2. Writes to the Victorian State Government urging them to support the trial of a Medically Supervised Injecting Facility in Richmond.</p>				
14	Citizenship Ceremonies	The MAV writes to the Prime Minister to strongly remind the federal government that the Local Government Act mandates the	Darebin City Council	✓		<p>Suggest amended wording</p> <p><i>Remove This should occur without interference from other levels of</i></p>

		right and responsibility of democratically elected local councils to make decisions in the interests of their communities. This should occur without interference from other levels of government. (2) The MAV's letter points out that the federal government's action to ban Yarra and Darebin councils from conducting citizenship ceremonies, as a result of their decision not to conduct such ceremonies on the 26th January, undermines the role of local government as outlined in the Local Government Act 1989 and calls upon the Federal Government to reverse this decision.				<i>Government</i> as it is contrary to State's legislated powers. Amends point 2 to read : <ul style="list-style-type: none"> <li>That the MAV's letter points out that the Federal Government's reaction to the decisions of the Yarra and Darebin Councils has been disproportionate to the issue on the basis that nowhere in legislation is it enshrined that Local Governments must conduct a Citizenship Ceremony on January 26 and calls upon the Federal Government to reverse its decision.</li> </ul>
15	Program for Younger People	That the Municipal Association of Victoria State Council calls upon the State Government to commit to funding the current program for Younger People (PYP) after June 2019	Maroondah City Council	✓		Consolidate motions 15 and 16  HACC -PYP provides support for younger people with disabilities whose capacity for independent living is at risk. Support will continue to be required for under 65s who will not be eligible for the NDIS.
16	HACC PYP Funding	That the MAV request the State Governments provide further consideration of the financial implications to Local Government due to the transition of the Home and Community Care (HACC) program, including changes to the funding of HACC Program for Younger Persons	Ballarat City Council	✓		A large percentage of current funding for under 65s will be withdrawn as the NDIS rolls out in Glen Eira. When this occurs the remaining funding allocated for under 65s will be sufficient to support current clients and not allow support for new people entering the program
17	Sugar	That the Municipal Association of	Maroondah City	✓		Objective is not clear

	Sweetened Drinks	Victoria State Council reiterates to the state government the importance of work being undertaken by local and state government to reduce the consumption of sugar sweetened drinks as a population level intervention to reduce obesity and associated burdens of disease.	Council			
18	Building Act and Regulations	That the Municipal Association of Victoria State Council meeting calls upon the state government to ensure that the recent amendments to both the building act and building regulations do not create a financial impost upon the local government sector in terms of cost shifting resulting from <del>in</del> the role of monitoring and compliance of building works being transferred from the Victorian Building Authority to councils.	Maroondah City Council	✓		
19	Changes to property valuation process and timing	That the MAV continues to advocate to the State Government to reconsider the change to the property valuation cycle from a 2 year cycle to an annual process and the <b>mandatory</b> centralisation of valuations from Councils to the Victorian Valuer General (VG).	Moreland City Council	✓		Suggest adding the word 'mandatory' Refer to motion 44
20	EPA and Environmental Audit Systems	That the MAV advocates to the State Government that it: a) Progresses the actions arising from the review of the Environmental Protection Agency, and particularly those which address the recognised	Moreland City Council	✓		

		<p>deficiencies in the Environmental Audit system as a priority.</p> <p>b) Further undertakes a review of all Government land with known or potential legacy contamination, which would include land such as 88 McBryde Street, Fawkner and adequately plan for and resource the future remediation of such sites.</p>				
21	Differential Rates for Premises Operating Electronic Gaming Machines	That the MAV advocates to the State Government to consider changing the Ministerial Guidelines for Differential Rating 2013 to allow a differential rate for venues with electronic gaming machines under Section 161 of the Local Government Act 1989.	Moreland City Council	✓		<p>The intent of the guidelines was to reduce complexity and the inconsistent application of differential rates across local governments in Victoria. The Guidelines made it clear that the use of differential rates against venues with gaming machines is inappropriate. The guidance notes stated that rates are essentially a property tax based on the property value, so applying highly specific application criteria to target legitimate business activities that take place on the land is not appropriate</p>
22	Support for Marriage Quality	<p>That the MAV:</p> <p>a) State Council reaffirms its position to publicly support marriage equality irrespective of sex or gender identity;</p> <p>b) Advocates strongly to all Victorian MPs and the Federal Government to vote to support change the Marriage Act (Cth) to allow same-sex couples to marry, regardless of the outcome of the survey conducted by the Australian Bureau of Statistics;</p>	Moreland City Council	✓		<p>Incorrect name of motion – should read 'Support for Marriage Equality'</p> <p>On 26 September 2017 Council resolved to unanimously support marriage equality:</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. reaffirms its public support for marriage equality irrespective of sex or gender identity;</li> <li>2. notes that LGBTIQ people experience some of the poorest health in Australia, with high rates of alcohol</li> </ol>

		c) Writes to all members of the Parliament of Victoria, all Victorian members of the Parliament of Australia, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission advising them of the above position.				and other drug use, mental health issues and suicide; and 3. takes immediate action to publicly affirm Council's support of the Yes Campaign.  A reminder letter to be sent to Federal MP's urging them to consider that while the survey is being conducted, to those 18 years of age or older , it does not extend to those who cannot participate affecting more people.
23	Tobacco Legislation	That the MAV advocate to the State Government to conduct a comprehensive review of the outdoor smoking regulations that came into effect on 1 August 2017, to determine if they have met the original objectives as outlined in the legislation and the impact of their implementation. That any review of the legislation provides the opportunity for Councils to provide feedback in relation to the implementation and effectiveness of the regulations.	Glen Eira City Council	✓		This is Council's motion and is strongly supported.
		<b>Consolidated Motions</b>				
24	Public Housing Renewal (Consolidated by MAV)	That the Municipal Association of Victoria calls on the State Government to: • Replace its current funding model for the provision of public housing with a model that does not rely on the sale of public housing estates to private developers to fund minimal	Boroondara City Council, Moreland City Council, Bayside City Council	✓		

		<p>public housing increases.</p> <ul style="list-style-type: none"> <li>• Oppose the replacement of public housing with social housing.</li> <li>• Significantly increase funds for additional social housing as part of the public housing renewal program.</li> <li>• Make a commitment that all public housing constructed as part of a private/public model remains as public housing in perpetuity for as long as the building exists.</li> <li>• Retain local government planning controls and processes over the redevelopment of public housing estates</li> </ul>		<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		
24.1	Public Housing Renewal Funding Model	<p>That the Municipal Association of Victoria calls on the State Government to:</p> <ol style="list-style-type: none"> <li>1. Replace its current funding model for the provision of public housing with a model that does not rely on the sale of public housing estates to private developers to fund minimal public housing increases.</li> <li>2. Make a commitment that all public housing constructed as part of a private/public model remains as public housing in perpetuity for as long as the building exists.</li> </ol>	Boroondara City Council			
24.2	Public Housing Renewal	That the Municipal Association of Victoria calls on the State	Boroondara City Council			

	<p><i>Planning Process</i></p>	<p>Government to:</p> <ol style="list-style-type: none"> <li>1. Abandon along with the Department of Health and Human Services (DHHS) the current planning process being used to implement Stages 1 and 2 of the Public Housing Renewal Program, announced in December 2016, which comprises nine (9) sites in Brunswick, North Melbourne, Heidelberg West, Clifton Hill, Prahran, Hawthorn, Northcote and Ascot Vale.</li> <li>2. Adopt an alternative planning process for the implementation of Stage 1 and Stage 2 of the Public Housing Renewal Program, and any future public housing renewal project, as follows: a) That the respective local Council be retained as the planning authority and responsible authority under the Planning and Environment Act 1987 for the processing of any necessary planning scheme amendments and planning permit applications associated with the project;</li> <li>b) That any proposal lodged with Council be comprised of full architectural drawings and supporting documents, as would be required for any other multi-dwelling development, to enable Council and the community to fully understand what is proposed and to undertake a comprehensive assessment;</li> </ol>				
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		<p>c) That the development plans be prepared using a 'design-led', rather than 'yield-led' approach and that all applicable local planning policies be applied;</p> <p>d) That all usual third-party notice and review rights be preserved.</p> <p>3. If the current planning process being followed by the State Government and DHHS continues, that the Minister for Planning amend the "Terms of Reference" for the Social Housing Renewal Standing Advisory Committee, dated 30 May 2017, by deleting sections 39b, 39c and 39d, to enable the making and consideration of submissions in relation to:</p> <p>a) The suitability of joint venture partnerships as a delivery model;</p> <p>b) Leveraging under-utilised public land to deliver an increase in social housing;</p> <p>c) The dwelling yields needed to achieve an increase of at least 10 per cent in social housing; as these issues are directly relevant to the consideration of matters arising under Section 60(1)(f) of the Planning and Environment Act 1987 ('social and economic effects').</p>				
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24.3	<i>Housing Renewal Program – Planning Controls</i>	That the MAV State Council advocates to the State Government for the retention of local government planning control on developments associated with the public housing renewal program.	<i>Bayside City Council</i>			
24.4	<i>Community Housing Funding</i>	That the MAV State Council writes to the Premier of Victoria and Minister for Housing encouraging a significant increase to the \$185 m allocated to the public housing renewal program, addressing the limited additional social housing that will be delivered by the current program while allowing private developers to profit from the sale of social housing land.	<i>Bayside City Council</i>			
24.5	<i>Public Housing Renewal Projects</i>	That the MAV advocates to the State Government about the Public Housing Renewal Program to: a) Strongly oppose the replacement of public housing with social housing as part of the Public Housing Renewal Program. b) Strongly oppose the sale of public housing land to private developers for private development. c) Ask for any renewal of the public housing stock to remain as public housing and that any additional new dwellings on existing sites to be public not private housing. d) Strongly opposes the removal of Councils' planning controls in the proposed new planning process for this program.	<i>Moreland City Council</i>			

25	Poker machine policy reform (Consolidated by MAV)	<p>The MAV advocates to the State Government to legislate for a long-term evidenced based public health approach to poker machine policy reform by:</p> <ol style="list-style-type: none"> <li>1. Pursuing policies which actively manage annual losses to below \$2 billion a year from the current level of \$2.6 billion.</li> <li>2. Requiring gaming machine redesign to reduce the harmful, misleading, deceptive and addictive nature of the machines, including: <ol style="list-style-type: none"> <li>(a) \$1 maximum bets per spin with maximum \$120 losses per hour as recommended by the Productivity Commission.</li> <li>(b) Stopping losses being disguised as wins and fake 'near misses' and</li> <li>(c) reduced spin rates.</li> </ol> </li> <li>3. A reduction in operating hours from the current level of 20 hours a day which sees dozens of pokies venues as the only social opportunity in some parts of Victoria which are open in the middle of the night, consistent with the Productivity Commission recommendation.</li> <li>4. Developing specific provisions regarding gambling venues in greenfield areas and in the preparation of Precinct Structure Plans, to ensure the first and /or only recreational / entertainment venue in a newly developed estate</li> </ol>	Hume City Council, Whittlesea City Council	✓		<p>Council's Municipal Public Health and Wellbeing Plan 2017-2021 identifies that Council will:</p> <p><i>Advocate in partnership with PCP members for reduced maximum betting limits on gaming machines.</i></p> <p>And</p> <p><i>Maintain partnership with Gambler's Help Southern to monitor gaming and its impact in Glen Eira.</i></p>
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		<p>/ area is not a gaming venue.</p> <p>5. Reviewing gaming machine distribution criteria to minimise harm from gambling in growth areas in alignment with the intention of 'caps' namely, 'to protect communities that are most vulnerable to the harmful effects of gambling .</p> <p>6. Amending the Gambling Regulation Act 2003 (Vic) to:</p> <ul style="list-style-type: none"> <li>(a) Remove 'fostering competition' as an excuse for more machines and require the VCGLR to judge that an area already has enough EGMs (Section 3.1.1)</li> <li>(b) Allow the Commission enough time to make the right decision (Section 3.3.8)</li> <li>(c) Allow councils enough time to develop comprehensive submissions (Section 3.3.6)</li> <li>(d) Include a stronger requirement for the Commission to take council submissions into account (Section 3.3.7(3))</li> <li>(e) Make the applicant meet social and economic impact tests (Section 3.3.7(1))</li> <li>(f) Only grant applications that benefit the community (Section 3.3.7(1)(c))</li> </ul>				
25.1	Poker machine policy reform	<p><i>That the Municipal Association of Victoria State Council calls on the Victorian Parliament to use this once in a generation opportunity to</i></p>	Hume City Council			

		<p><i>legislate for long-term poker machine policy reform, including:</i></p> <p><i>(a) Pursuing policies which actively manage annual losses to below \$2 billion a year from the current level of \$2.6 billion.</i></p> <p><i>(b) Incentives for some of Victoria's 502 pokies venues to remove their machines when the current entitlements expire in 2022.</i></p> <p><i>(c) Reducing the number of poker machine entitlements in Victoria to below 25,000 from the current level of 30,000 whilst retaining the 50-50 split between pubs and clubs.</i></p> <p><i>(d) Machine redesign to reduce harm and addiction, such as \$1 maximum bets as recommended by the Productivity Commission.</i></p> <p><i>(e) A reduction in operating hours from the current level of 20 hours a day which sees dozens of pokies venues as the only social opportunity in some parts of Victoria which are open in the middle of the night.</i></p>				
25.2	Legislative Reform for Gaming Machines	<p><i>The MAV advocates to the State Government to legislate for a long-term evidenced based public health approach to poker machine policy reform by:</i></p> <p><i>1. Pursuing policies which actively manage annual losses to below \$2 billion a year from the current level of \$2.6 billion.</i></p> <p><i>2. Requiring gaming machine</i></p>	Whittlesea City Council			

		<p><i>redesign to reduce the harmful, misleading, deceptive and addictive nature of the machines, including: (a) \$1 maximum bets per spin with maximum \$120 losses per hour as recommended by the Productivity Commission.</i></p> <p><i>(b) Stopping losses being disguised as wins and fake 'near misses' and</i></p> <p><i>(c) reduced spin rates.</i></p> <p><i>3. A reduction in operating hours from the current level of 20 hours a day which sees dozens of pokies venues as the only social opportunity in some parts of Victoria which are open in the middle of the night, consistent with the Productivity Commission recommendation.</i></p> <p><i>4. Developing specific provisions regarding gambling venues in greenfield areas and in the preparation of Precinct Structure Plans, to ensure the first and /or only recreational / entertainment venue in a newly developed estate / area is not a gaming venue.</i></p> <p><i>5. Reviewing gaming machine distribution criteria to minimise harm from gambling in growth areas in alignment with the intention of 'caps' namely, 'to protect communities that are most vulnerable to the harmful effects of gambling .</i></p> <p><i>6. Amending the Gambling</i></p>				
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		<p><i>Regulation Act 2003 (Vic) to: (a) Remove 'fostering competition' as an excuse for more machines and require the VCGLR to judge that an area already has enough EGMs (Section 3.1.1)</i></p> <p><i>(b) Allow the Commission enough time to make the right decision (Section 3.3.8)</i></p> <p><i>(c) Allow councils enough time to develop comprehensive submissions (Section 3.3.6)</i></p> <p><i>(d) Include a stronger requirement for the Commission to take council submissions into account (Section 3.3.7(3))</i></p> <p><i>(e) Make the applicant meet social and economic impact tests (Section 3.3.7(1))</i></p> <p><i>(f) Only grant applications that benefit the community (Section 3.3.7(1)(c))</i></p>				
26	Level Crossing Removals (Consolidated by MAV)	<p>That the MAV calls upon the State Government to seek a collaborative response from the respective authorities (VicRoads, Transport For Victoria, Public Transport Victoria, Level Crossing Removal Authority and the local councils) to achieve a holistic precinct planning approach to level crossing removal projects.</p> <p>As part of this process, the State Government is also called upon to improve consultation and engagement with councils, affected</p>	Frankston City Council, Hobsons Bay City Council	✓		

		residents, landholders, traders in the planning and implementation of level crossing removal projects.				
26.1	<i>Level Crossing Removals Consultation</i>	That the MAV, and this MAV State Council, call upon the State Government and the Level Crossing Removal Authority to improve consultation and engagement with affected residents, landholders, traders and municipal Councils in the planning and implementation of level crossing removal projects.	<i>Frankston City Council</i>			
26.2	<i>Level Crossing Removal</i>	That the Municipal Association of Victoria (MAV) call upon the State Government to seek a collaborative response from the respective authorities (VicRoads, Transport For Victoria, Public Transport Victoria, Level Crossing Removal Authority and the local councils to achieve a holistic precinct planning approach to level crossing removal projects.	<i>Hobsons Bay City Council</i>			
27	Plastic Bag Ban (Consolidated by MAV)	That the MAV advocate to the State Minister for Energy, Environment and Climate Change for a <del>ban or</del> limit on the distribution of single use plastic bags.	Surf Coast Shire Council, Maribyrnong City Council			Perhaps limit, not ban??
27.1	<i>State Government Controls on Plastic Bags</i>	That the MAV advocate to the State Minister for Energy, Environment and Climate Change to create regulations to establish controls over the 'free' distribution of lightweight plastic shopping bags by Victorian retailers (similar to the action taken in TAS, SA, the ACT	<i>Surf Coast Shire Council</i>			

		and the NT), using the State Government's existing authority under Section 71 of the Environment Protection Act.				
27.2	Single Use Plastic Bag Ban	<i>That the MAV calls on the Victorian State Government to join South Australia, Tasmania, Northern Territory, the ACT and Queensland in passing legislation to ban or limit the distribution of single use plastic bags.</i>	<i>Maribyrnong City Council</i>			
28	Public Transport Victoria Maintenance Contract	That MAV writes to the Premier and Minister for Public Transport to ensure removal of litter and graffiti in the rail corridor be included in the Public Transport Victoria (PTV) maintenance contract and adequate funding be made available for this to occur. The contract is currently under review and should this be extended it will commence in December 2017. Should the contract not include removal of litter and graffiti MAV continue advocacy to achieve a satisfactory outcome.	Frankston City Council	✓		Call on the state to increase standards for removal of graffiti from public transport and other state assets that are visible from public spaces.
29	Reaffirming January 26 as Australia's Official National Day	That the Municipal Association of Victoria (MAV) State Council, calls upon the Federal Government and State Government to reaffirm January 26 as the official National Day of Australia.	Frankston City Council		✓	
30	Recognition of Local Government	That the MAV renew its campaign and combine its efforts with the Australian Local Government Association to formally recognize the role of local government in the	Frankston City Council		✓	

		Australian Constitution including the ability of the Federal government to directly fund local Councils and for residents to directly elect their representatives.				
31	Removing the Requirement to Value Land Under Roads	That the MAV, on behalf of Victorian Councils, advocate to the State Government to remove the recommendation for councils to recognise Land Under Roads acquired before 30 June 2008 as assets.	Surf Coast Shire Council	✓		
32	Proposed Ban on Electronic Waste from Landfill	That the Municipal Association of Victoria (MAV) call upon the State Government to ensure it actively engages with local government and the MAV on the proposed ban of electronic waste from landfill. In addition, State Government provide clarity of the effect of the proposed ban on local government and equitable funding to mitigate these impacts on councils and communities.	Hobsons Bay City Council	✓		
33	Support for the Development of Rural Rescode	That the Municipal Association of Victoria support the development of Rural ResCode and advocate to the relevant State Government Ministers and Departments for its preparation and adoption for non-metropolitan planning schemes. Consultation with all councils and community must occur as part of this process.	Macedon Ranges Shire Council	✓		
34	Fire Prevention for Government Agencies	That the MAV call on the State Government to remind Government Agencies/Authorities of their	Mitchell Shire Council	✓		

		<p>obligations and responsibilities under the Country Fire Authority Act 1958 (still very much current) Section 43.</p> <p>1. In the country area of Victoria, it is the duty of every municipal council and public authority to take all practicable steps (including burning) to prevent the occurrence of fires on, and minimise the danger of the spread of fires on and from (a) any land vested in it or under its control or management; and</p> <p>(b) any road under its care or management.</p> <p>2. That a common standard be applied to all fire hazard inspection and removal, within urban areas or town fringes. It should make no difference who retains ownership or responsibility for any land concerned in relation to potential fire hazards. The State Government should adopt a zero-tolerance approach to potential fire hazards within urban communities or the fringes of such communities.</p>				
35	Safer Local Roads 40 km/h Speed Limit	That the MAV advocate to the Minister for Roads and Road Safety, the Hon. Luke Donnellan to change the current default speed limit in built up areas in Victoria from 50 km/h to 40 km/h.	Maribyrnong City Council	✓		Should be based on assessment of local circumstances

36	Metropolitan Strategy for Mode Sharing	That the MAV to advocate to: the Minister for Roads and Road Safety, the Hon. Luke Donnellan, to provide funding to Councils for the separation of transport nodes for pedestrians, bikes and cars. VicRoads to develop, adopt and implement a metropolitan strategy and standards for the separation of pedestrian, bicycle and car transport nodes to allow for improved safety and connectivity.	Maribyrnong City Council	✓		
37	Proposed Citizenship Legislation Amendment	That the MAV advocates to the Commonwealth Government for the withdrawal of the Australian Citizenship Legislation Amendment (Strengthening the Requirements for Australian Citizenship and Other Measures) Bill 2017 due to the inadequacies of the proposed changes in to residency requirements, the English language test and the unsubstantiated claims that this is driven by national security.	Maribyrnong City Council	✓		Remove the word 'in'
38	Electoral Rolls	That the MAV lobby the Victorian Electoral Commission and the Australian Electoral Commission to once again enter into an agreement to share data so that the electoral rolls of both organisations are as accurate as possible.	Swan Hill Rural City Council	✓		
39	Road Funding	That the MAV advocate for improved road funding for	Swan Hill Rural City Council	✓		

		VicRoads to carry out the recommendations as outlined in the VAGO report and for additional funding to invest in the ongoing maintenance of State Controlled Roadways.				
40	Funding of Neighbourhood House Coordination Program	That the Municipal Association of Victoria requests the Department of Health and Human Services to increase funding available through the Neighbourhood House Coordination Program to enable funding to be provided to new neighbourhood houses.	Brimbank City Council	✓		<p>Council's Municipal Public Health and Wellbeing Plan 2017-2021 supports some of the health and wellbeing work of community houses and identifies that Council will:</p> <p><i>Advocate with health partners to obtain funding for national health priority campaigns of relevance to the community.</i></p>
41	Illegally dumped rubbish	<p>That the Municipal Association of Victoria, recognising the significant impact on the environment and costs to the community of illegally dumped rubbish, seeks a commitment from the State Government to:</p> <ul style="list-style-type: none"> <li>• Significantly increase the penalty units payable for litter related offences under the Environment Protection Act 1970</li> <li>• Exempt councils from paying the landfill levy on the disposal of illegally dumped rubbish collected in the municipality</li> <li>• Regulate the skip bin industry, including a licencing system of skip bins, to prevent rogue operators from establishing.</li> </ul>	Brimbank City Council	✓		

42	Annual Financial Report Template	That the Municipal Association of Victoria State Council meeting calls upon the state government to ensure that the local government annual financial report template, note 17 'cash and cash equivalents' and note 18 'other financial assets' be amended to reflect a more accurate presentation of the notes and overall position.	Maroondah City Council	✓		The current disclosure is misleading to the reader as it separates the investments greater than 3 months being disclosed as 'Financial Assets'. There should be one line disclosed in the Balance Sheet which represents 'Total Cash & Investments'. The current disclosure also creates confusion in the Cash Flow Statement which must reconcile to Cash and Cash Equivalents but does not include the balance of 'Other Financial Assets'. The current disclosure understates Council's total Cash and Investment position.
43	Maintenance of State Government Owned and / or Managed Assets	That the Municipal Association of Victoria State Council calls upon the state government to ensure that the maintenance and upkeep of state government owned public infrastructure/assets be adequately funded so that expected community standards are able to be achieved.	Maroondah City Council	✓		
44	Proposed Legislative Changes to Land Valuations	That in relation to the proposed State Taxation Acts Amendment Bill due to be tabled in parliament later this year, the MAV: 1. Do not oppose the move to annual statutory valuations, subject to mandatory centralised valuations coordinated through the Valuer General not being implemented. 2. Oppose mandatory centralised valuations with councils maintaining the choice to determine their preferred model of	Whittlesea City Council	✓		Refer motion 19

		<p>conducting valuations through the following three ways: (a) opt in to a centralised process operated by the Valuer General (currently 18 councils)</p> <p>(b) contract out valuation services and for councils to manage the contract directly (currently 48 councils)</p> <p>(c) deliver valuations with an in-house valuation team valuers (currently 13 councils).</p> <p>3. Call on the government to guarantee that no Council will be financially worse off with the move to annual valuations. Councils that do not opt-in to a centralised model should have the same percentage of costs covered for undertaking valuations during even and odd years as those councils that do opt-in.</p> <p>4. That this position be communicated to the Victorian Treasurer.</p>				
Late Motion 1	Access to Landfill Levy Funds for Rehabilitation of Closed Landfills	<p>MAV calls on the Victorian Government to implement an 'as of right' annual return of a proportion of the landfill levy funds to each Council for spending on programs consistent with priorities in the Sustainability Fund Priority Statement Framework as well as a direct funding contribution for projects related to the rehabilitation of closed landfills.</p>	Knox City Council	✓		

Late Motion 2	Review of Sex Work Act 1994	That the State Government review enforcement of the Sex Work Act 1994 in order to establish and appropriately resource an interagency taskforce to successfully prosecute unlawful operations establishing in shopping areas and near schools as 'massage' businesses, given the significant Public Health and Wellbeing risks to the Victorian community.	Kingston City Council	✓		
Late Motion 3	Victorian Planning Scheme Road Width Standards Review	That the MAV note the challenges facing local governments regarding minimal road width standards (especially with regard to new residential estates) and that advocacy be undertaken with State Government to review these standards.	Greater Dandenong City Council	✓		
Late Motion 4	Community Hall / Facilities on DELWP Land	That the MAV advocate to the State Government for funding to improve the safety, accessibility and functionality of community halls and facilities on Crown land reserves currently managed by Department of Environment, Land, Water and Planning Community Committees of Management.	Greater Bendigo City Council	✓		
Late Motion 5	NDIS & CHSP Implementation impacts on Rural and Regional	That the MAV advocate to the State Government for funding to explore the role of local government post full implementation of the NDIS and	Greater Bendigo City Council	✓		

	Victoria	the Commonwealth Home Support Program and to ensure all rural and regional communities have access to aged and disability services.				
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**10. URGENT BUSINESS**

**11. ORDINARY BUSINESS**

**11.1 Requests for reports from Officers**

**11.2 Right of reply**

**11.3 Councillor questions**

**11.4 Public questions to Council**

**12. CONSIDERATION OF ITEMS IN CAMERA**

There were no confidential items submitted to this meeting.

**13. CLOSURE OF MEETING**